



A.S.D. Government Degree College for Women

An Autonomous Institution

Jagannaickpur, Kakinada, Andhra Pradesh-533002

Affiliated to Adikavi Nannaya University, Rajamahendravaram



INTERNAL QUALITY ASSURANCE CELL

ACTIVITY

Between

Jawahar knowledge Centre

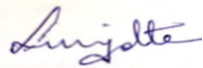
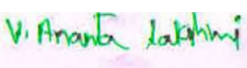
**A.S.D. Government Degree College for
Women**

&

English Type writing Skills

**A.S.D.GOV.T. DEGREE COLLEGE FOR WOMEN (A),
KAKINADA**

**Jawahar Knowledge Centre (JKC)
Activity Register 2021-2022**

Date	01-03-2022 to 14-04-2022
Conducted through (DRC/JKC/ELF/NCC/NSS/ Departments etc.)	Jawahar Knowledge Centre (JKC)
Nature of Activity (Seminar/Workshop/Extn. Lecture etc.,)	Certificate Course
Title of the Activity	English Type writing Skills
Name of the Department/Committee	Jawahar Knowledge Centre (JKC)
Details of Resource Persons (Name , Designation etc.,)	Kum.M.Sujatha Instructor SVTyping Institute Kakinada East Godavari, 533002.
No. of students participated	40
Brief Report on the activity	The Course period is from 01-03-2022 to 11-05-2022. 40 Students have been registered for this programme. Kum.M.Sujatha acted as Resource Person. The entire Certificate Course on English Typing Skills went in a good manner. After Completion of the course on 15.05.2022 Course End Exam has been conducted and Certificates are issued to the participants by the Principal and JKC/Course Coordinator and JKC Mentor.
Name of the Lecturers who Planned & conducted the activity	Dr.P.Sanjatha, JKC Coordinator & Lecturer in English Mr.V.Venkata Ramana, JKC Fulltime Mentor
Signature of the Dept.In-Charge/ Convener of the Committee	
Signature of the Principal	
Remarks	

To
The Principal
ASD Govt.Degree College for Women(A)
Kakinada

Dear Madam

HA 3/3/22
Sub: - Request to run the certificate courses through JKC for the Academic year
2021-22 - Reg.

I request you kindly to give permission to run the JKC General, Certificate Course in
Type-Writing skills, C Language and HTML. for I, II and III Year students.

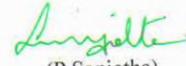
- JKC General Batch
Smt P. Sanjotha, JKC Coordinator & Lecturer in English
Mr. V. Venkata Ramana as JKC Full-time Mentor.
- Type-Writing Skill Course,
Mr.V. Venkata Ramana as JKC Full-time Mentor.
- C Language and HTML Courses
3 Guest Faculty will be from SV Technologies, Kakinada,
- Spoken English
Smt P. Sanjotha, JKC Coordinator & Lecturer in English
Sk.Jeelani., Guest Faculty will be from PSN Murthy PG Courses , Kakinada

Fee Structure: - Type-Writing Rs. 150/- pm
Spoken English Rs 300/-
All other remaining Courses the fee will be Rs. 550/-

Duration: - JKC General - 250 hours
Spoken English - 60 Hrs
C Language and HTML - 45 DAYS
Tally ERP 9 - 45 DAYS

Yours Sincerely

Date : 03.03.22
Station: Kakinada


(P.Sanjotha)
JKC Coordinator

Special Batch - English Typing Skills-Students' database

S.No	Name	Class	Group
1	T.ARUNNA	I BSc	CBHT
2	B.SUJITHA	I BSc	CBHT
3	G.HARIKA	I BSc	CBHT
4	K.BHUVANESWARI	II B.Com	E.M
5	P.DHANA KUMARI	II B.Com	E.M
6	I.DHARANI	II B.Com	E.M
7	MD.RIZWANA	I BSc	CZAqT
8	A.HARSHITHA	I BSc	CBHT
9	P.HEMA DEEPIKA	B.Com	E.M
10	G.NANDINI	I B.Com	E.M
11	K.NAGA LAKSHMI	II B.Com	E.M
12	K.RAMYA	III BSc	MPCs
13	K.NAGA PRASANNA	III BSc	MPCs
14	P.TEJA SREE	I BSc	CZAqT
15	K.REENA	I BSc	MPC
16	B.V.PRABHA ASWINI	I BSc	MPC
17	K.VIMALA DEVI	III BSc	MPCs
18	M.PAVANI SAI	I B.Com	E.M
19	S.DIVYA	III BSc	MPCs
20	Ch.KUMARI	I BSc	MPC
21	V.HEMA DURGA	I B.Com	T.M
22	SK.SAAJIDA	III BSc	MPCs
23	P.VIJAYA DURGA	III BSc	MPCs
24	T.ASHA JYOTHI	III BSc	MPCs
25	K.TEJA SRI	III BSc	MPC
26	MD.RESHMA BEGAM	III BSc	MPCs
27	M.JHANSI	I BA	THP
28	M.SINDHU	I BA	HEP
29	N.SIROMANI	I BA	HEP
30	T.GANGA BHAVANI	I BA	HEP
31	P.JAYA SRAVANI	I BA	HEP
32	P.ANJALI DEVI	I BA	HEP
33	ANANTHA LAKSHMI	I BA	HEP
34	ESWARI	I BA	THP
35	P.YAMUNA	I BA	THP
36	K.HARI PRIYA	I BA	HEP
37	K.RAJESWARI	III BSc	CBZ
38	D.PUSHPA	BA	HEP
39	M.SINDHU	BA	HEP
40	V.B.LAKSHMI DEVI	BSc	MPCs

Syllabus Touch Typing Lessons

As you begin these typing lessons, remember to focus on accuracy. Aim for 100% accuracy and speed will come with practice. Touch typing is all about developing **muscle memory** through the consistent repetition of your finger movements. With practice, the movements will become natural and you will find yourself typing faster and with less effort.

Typing Lesson 1: The Home Row

The first principle of touch typing is to always return your fingers to the **home row** when you are not typing. The home row will be the reference point from which you will learn the positions of all the other keys. Most keyboards have small bumps on the **f** and **j** keys to help you find the home row without looking at the keys.



The home row keys for the right hand are: **j k l ;**

Right Hand Home Position

Position your right hand so that your index finger is placed on **j**, your middle finger is on **k**, your ring finger is on **l** and your pinky is on **;** (the semicolon key). Let your right thumb rest comfortably on the spacebar at the bottom of the keyboard.

Your hand should be raised above the keyboard with your fingers curving down to point directly on the keys. This will make it easier for you to move your fingers without moving your hands. Take a moment to properly position your right hand before continuing. It is very important to develop good habits early in your typing practice.

Our first touch typing lesson introduces 2 home row keys for the right hand: **j k**

Typing Exercise 1.1

j j j j j j j j j k k k k k k k j j j k k k j j j k k k j j j k k k k k k
j k j j k j j k j k j k j k j j j j j j k k k k k k k k k
j k
k k k j k k j j k k j j k j j k j j k j j k j j k j j k j j k j j k j j k j j k j j k

Now let's learn the other two keys: **l ;**

Typing Exercise 1.2

lll lll lll lll ;;; ;;; ;;; ;;; lll ;;; lll ;;; lll ;;;
l;l l;l l;l l;l ;;l ;;l ;;l ;;l ;;l lll lll lll ;;; ;;; ;;;
l; l; l; ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;l ;
; ; ; l ; ; l l ; ; l l;l ;;ll ;;ll ;;ll ;;ll ;;ll ;;ll ;l;

Great, let's put all four keys together: **j k l ;**

Typing Exercise 1.3

jjj jjj kkk kkk jjj kkk lll l ll ;;; ;;; lll ;;; jjj lll
kkk ;;; kkk ;;; lll jjj ;;; l ll kkk jjj jkj jkj kjk kjk
l; l;l ; l; ; l; ; l; j k l ; j k l ; jkl; jkl; j; kl j; kl jjj
kkk lll ;;; jkj jlj j;j kjk klk k;k ljl lkl l;l jj jk jl
j; kj kk kl k; lj lk ll l; ;j ;k ;l ;;

Restart

The Left Hand

The home row keys for the left hand are: **f d s a**

Left Hand Home Position

Position your left hand so that your index finger is on **f**, your middle finger is on **d**, your ring finger is on **s** and your pinky is on **a**. Your thumb can rest on the spacebar.

Check that your left hand is raised and your fingers are curved and pointed down at the keys.

We will begin with the first 2 left hand keys: **f d**

Typing Exercise 1.4

fff fff fff fff ddd ddd ddd ddd fff ddd fff ddd fff ddd
fdf fdf fdf fdf dfd dfd dfd dfd fff fff fff ddd ddd ddd
fd fd fd df df df ff dd fd df df fd ff fd dd df f f f f d
d d d f d d f f d d f fdf ffd dff ddf fdd ddd fff dfd

Now for the final 2 left hand keys: **s a**

Typing Exercise 1.5

sss sss sss sss aaa aaa aaa aaa sss aaa sss aaa sss aaa
sas sas sas sas asa asa asa asa sss sss sss aaa aaa aaa
sa sa sa as as as ss aa sa as as sa ss sa aa as s s s s a
a a a s a a s s a a s sas ssa aas saa aaa sss asa

And all four left hand keys together: **f d s a**

Typing Exercise 1.6

fff fff ddd ddd fff ddd sss sss aaa aaa sss aaa fff sss
ddd aaa ddd aaa sss fff aaa sss ddd fff fdf fdf dfd dfd

sas sas asa asa f d s a f d s a fdsa fdsa fads fads fff
ddd sss aaa fdf fsf faf dfd dsd dad sfs sds sas ff fd fs
fa df dd ds da sf sd ss sa af ad as aa

Both Hands

The following typing exercise combines all the keys we have learned so far: **j k l ; f d s a**

Typing Exercise 1.7

jjj fff jjj fff jjj fff kkk ddd kkk ddd kkk ddd lll sss
lll sss lll sss ;;; aaa ;;; aaa ;;; aaa jkl; jkl; jkl;
fdsa fdsa fdsa jjj kkk lll ; ; fff ddd sss aaa jfj jfj
jfj jkj jkj jkj kdk kdk kdk kjk kjk kjk l;l l;l l;l ;l;
;l; ;l; fdf fdf fdf dfd dfd dfd sas sas sas asa asa asa

H and G

The keys we have covered so far can all be typed without moving your fingers from the home row position. Now it is time to learn how to move your fingers off the home row to reach the **h** and **g** keys. To reach these new keys, you will need to move your index fingers to the sides. Practice extending your right index finger to the left to hit the **h** key. Then try reaching to the right with your left index finger for the **g** key. Afterwards, always remember to return your fingers to the home keys.

Typing Exercise 1.8

hhh hhh hhh hhh ggg ggg ggg ggg hhh ggg hhh ggg hhh ggg
hgh hgh hgh hgh ghg ghg ghg ghg hhh hhh hhh ggg ggg ggg
hg hg hg gh gh gh hh gg hg gh gh hg hh hg gg gh h h h h g
g g g h g g h h g g h hgh hhg ghh ggh hgg ggg hhh ghg

Now all four index finger keys: **j f h g**

Typing Exercise 1.9

hhh hhh ggg ggg hhh ggg jjj j jj fff fff jjj fff hhh jjj
ggg fff ggg fff jjj hhh fff j jj ggg hhh hgh hgh ghg ghg
jfj jfj jfj jfj h g j f h g j f hgjf hgjf hfgj hfgj hhh
ggg jjj fff hgh hjh hfh ghg gjg gfg jhj jgj jfj hh hg hj
hf gh gg gj gf jh jg jj jf fh fg fj ff

All Together

Congratulations! You have learned to type the home row and covered more than a third of the alphabet! Let's put everything together to solidify your new typing skills.

Typing Exercise 1.10

aaa aaa aaa ;;; ;;; ;;; sss s ss sss lll lll lll ddd ddd
ddd kkk kkk kkk fff fff fff j jj jjj jjj ggg ggg hhh
hhh hhh ggg hhh fff jjj ddd kkk sss lll aaa ;;;
asdfghjkl; asdfghjkl; asdfghj kl; a; sldkfjgh a; sldkfjgh
a;sldkfjgh ghfjdksla; ghfjdksla; ghfjdksla; asa asa ada
ada afa afa aga aga aha aha aja aja aka aka ala ala a;a
a;a ;l; ;l; ;k; ;k; ;j; ;j; ;h; ;h; ;g; ;g; ;f; ;f; ;d;
; d; ; s; ; s; ; a; ; a; sas sas s ds sds sfs sfs sgs sgs shs
shs sjs sjs sks sks sls sls s ; s s; s l; l l; l lkl lkl ljl
ljl lh1 lh1 lg1 lg1 lf1 lf1 ld1 ld1 ls1 ls1 la1 la1 dad
dad dsd dsd dfd dfd dgd dgd dh1 dh1 dkd dkd dld dld d;d
d;d k;k k;k klk klk kjk kjk khk khk kgk kgk kfk kfk kdk

kdk ksk ksk kak kak faf faf f sf fsf fdf fdf fgf fgf fhf
fhf fjf fjf fkf fkf flf flf f ; f f; f j; j j; j jlj jkj jkj
jhj jhj jgj jgj jfj jfj jdj j dj jsj jsj jaj jaj gag gag
gsg gsg gdg gdg gfg gfg ghg g hg gkg gkg glg glg g; g g; g
h; h h; h hlh hlh hkh hkh hjh h jh hgh hgh hfh hfh hdh hdh
hsh hsh hah hah a l s j d h g ; f k l f s ; j g k h a d

Feel free to repeat any of the exercises in this typing lesson. When you can complete them with nearly 100% accuracy you are ready to move on to the next lesson!

[Touch Typing Lesson 2: The Top Row](#)

Congratulations on mastering the home row! You are now ready to learn to type the top row. You will be moving your fingers much more frequently in this lesson. Remember to always return your fingers to the home row and keep your fingers curved and pointing directly down on the keys. This will make it easier to reach the new keys you will learn in this lesson. Strike the keys with only enough force required to register a keystroke. As you encounter new keys, slow down as much as necessary to reach them with accuracy.

[The Index Finger Keys](#)

We will start the lesson by learning the two keys above your left and right index fingers: **u r**

[Typing Exercise 2.1](#)

uuu uuu uuu uuu rrr rrr rrr rrr uuu rrr uuu rrr uuu rrr
uru uru uru uru rur rur rur rur uuu uuu uuu rrr rrr rrr
ur ur ur ru ru ru uu rr ur ru ru ur uu ur rr ru u u u u r
r r r u r r u u r r u uru uur ruu rru urr rrr uuu rur

[Restart](#)

U R amazing! Now let's learn to type **u** and **r** with the home row keys.

[Typing Exercise 2.2](#)

uuu uuu rrr rrr uuu rrr jjj u uu jjj uuu fff rrr fff rrr
juj juj frf frf uju uju rfr r fr ara ara srs srs frf frf
drd drd grg grg hrh hrh jrj j rj lr l ; r ; ; r ; aua aua
sus sus dud dud fuf fuf gug g ug huh huh juj juj kuk kuk
lul lul ;u; ;u;

[Restart](#)

[The Middle Finger Keys](#)

Great job! Let's move on to the two keys above your left and right middle fingers: **i e**

[Typing Exercise 2.3](#)

iii iii iii iii eee eee eee eee iii eee iii eee iii eee
iei iei iei iei eie eie eie eie iii iii iii eee eee eee
ie ie ie ei ei ei ii ee ie ei ei ie ii ie ee ei i i i i e
e e e i e e i i e e i iei iie eii eei iee eee iii eie

[Restart](#)

Let's learn to type **i** and **e** with the home row keys.

Typing Exercise 2.4

iii iii eee eee iii eee kkk i ii kkk iii ddd eee ddd eee
kik kik ded ded iki iki ede e de aea aea ses ses ded ded
fef fef geg geg heh heh jej jej kek kek lel lel ;e; aia
aia sis sis did did fif fif g ig gig hih hih jij jij kik
kik lil lil ;i; ;i;

[Restart](#)

You have just learned 3 new vowels, which means you are ready to practice typing actual words. Let's give it a go:

Typing Exercise 2.5

kid red did rid fed riff kidder udder rudder sir ire ide
use fuse ruse hid gig lure lu g lid dill frill drill file
side kiss less jug jerk desk disk ask ark aid ail fail
fake rake sake lake jake age usage lids slid slide laid
reads fare luge slider shake shade gads gags sage shares
slur skids kisses fuss gassed hags haggie

[Restart](#)

The Ring Finger Keys

It's time to learn the ring finger keys: **o w**

Typing Exercise 2.6

ooo ooo ooo ooo www www www www ooo www ooo www ooo www
owo owo owo owo wow wow wow wow ooo ooo ooo www www www
ow ow ow wo wo wo oo ww ow wo wo ow oo ow ww wo o o o o w
w w w o w w o o w w o owo oow woo wwo oww www ooo wow

[Restart](#)

Wow! That was awesome. Now put those together with the home row.

Typing Exercise 2.7

ooo ooo www www ooo www lll o oo lll ooo sss www sss www
lol lol sws sws olo olo wsw w sw awa awa sws sws dwd dwd
fwf fwf gwg gwg hwh hwh jwj j wj kwk kwk lwl lwl ; w; ; w;
aoa aoa sos sos dod dod fof f of gog gog hoh hoh joj joj
kok kok lol lol ;o; ;o;

[Restart](#)

The Pinky Finger Keys

Almost done! Let's learn the pinky finger keys: **p q**

Typing Exercise 2.8

ppp ppp ppp ppp qqq qqq qqq qqq ppp qqq ppp qqq ppp qqq
ppp ppp ppp ppp ppp ppp ppp ppp ppp ppp ppp ppp ppp ppp
pq pq pq qp qp qp pp qq pq qp qp pq pp pq qq qp p p p p q
q q q p q q p p q q p pqp ppp qpp qqp pqq qqq ppp qpq

[Restart](#)

And combine those with the home row keys.

Typing Exercise 2.9

ppp ppp qqq qqq ppp qqq ;;; ppp ;;; ppp aaa qqq aaa qqq
; p; ; p; aqa aqa p; p p; p qaq q aq aqa aqa sqs sqs dqd dqd
fqf fqf gqg gqg hqh hqh jqj j qj kqk kqk lql lql ; q; ; q;
apa apa sps sps dpd dpd fpf f pf gpg gpg hph hph jpj jpj
kpk kpk lp1 lp1 ;p; ;p;

[Restart](#)

[Y and T](#)

The **y** and **t** keys are the final 2 top row keys. You will reach these keys by moving your index fingers up and to the side. Practice extending your right index finger up and to the left to hit the **y** key. Then try reaching up and to the right with your left index finger for the **t** key.

Typing Exercise 2.10

yyy yyy yyy yyy ttt ttt ttt ttt yyy ttt yyy ttt yyy ttt
yty yty yty yty tyt tyt tyt tyt yyy yyy yyy ttt ttt ttt
yt yt yt ty ty ty yy tt yt ty ty yt yy yt tt ty y y y y t
t t t y t t y y t t y yty yyt tyt tty ytt ttt yyy tyt

[Restart](#)

Practice typing **y** and **t** with the home row keys.

Typing Exercise 2.11

yyy yyy ttt ttt yyy ttt ;;; yyy ;;; yyy aaa ttt aaa ttt
; y; ; y; ata ata y; y y; y tat t at ata ata sts sts dtd dtd
ftf ftf gtg gtg hth hth jtj j tj ktk ktk ltl ltl ; t; ; t;
aya aya sys sys dyd dyd fyf f yf gyg gyg hyh hyh jyj jyj
kyk kyk ly1 ly1 ;y; ;y;

[Restart](#)

[Typing Simple Words](#)

Fantastic! You have now covered more than two thirds of the alphabet! Let's put all those letters to use and work on typing some words.

Typing Exercise 2.12

the four lads stood quietly atop the tower; pear salad is
a great quirky dish; plaid dads play golf; slide the
glass to your good pal; we gladly yapped for two hours;
wade through the water to us; either of us will go; we
used our gold goose eggs well; let us do tea for two; go
forward to the other side; other ghosts will spook us;
the riders had quite a lot of leg power; you see how easy
it is to type the top row; a little further to go yet; i
wish i had read the flyer fully; read it for us please;
joe sipped jade tea jealously; kate flew her fast kite
sky high;

Touch Typing Lesson 3: Typing The Bottom Row

You are almost done with the basic keys! It is time to learn to type the bottom row.

The Index Finger Keys

We will begin by learning to type the two keys below your right and left index fingers: **m v**

Typing Exercise 3.1

mmm mmm mmm mmm vvv vvv vvv vvv mmm vvv mmm vvv mmm vvv
mvm mvm mvm mvm vmv vmv vmv vmv mmm mmm mmm vvv vvv vvv
mv mv mv vm vm vm mm vv mv vm vm mv mm mv vv vm m m m m v
v v v m v v m m v v m mvm mmv vmm vvm mvv vvv mmm vmv

Restart

Practice typing **m** and **v** with the home row keys.

Typing Exercise 3.2

mmm mmm vvv vvv mmm vvv jjj m mm jjj mmm fff vvv fff vvv
jmj jmj fvf fvf mjm mjm vfv v fv ava ava svs svs dvd dvd
fvf fvf gvg gvg hvh hvh jvj j vj lvl lvl ; v; ; v; ama ama
sms sms dmd dmd fmf fmf gmg g mg hmh hmh jmj jmj kmk kmk
lm lml ;m; ;m;

Restart

The Middle Finger Keys

Now let's learn to type the two keys below your middle fingers: **, c**

Typing Exercise 3.3

,,, ,,, ,,, ,,, CCC CCC CCC CCC ,,, CCC ,,, CCC ,,, CCC
,C, ,C, ,C, ,C, C,C C,C C,C C,C ,,, ,,, ,,, CCC CCC CCC
,C ,C ,C C, C, C, , , CC ,C C, C, ,C , ,C CC C, , , , , C
C C C , C C , , C C , ,C, , ,C C,, CC, ,CC CCC ,,, C,C

Restart

Work on typing **,** and **c** with the home row keys.

Typing Exercise 3.4

,,, ,,, ,,, CCC CCC ,,, ccc kkk ,,, kkk ,,, ddd ccc ddd ccc
k, k k, k dcd dcd , k, , k, cdc'c dc aca aca scs scs dcd dcd
fcf fcf gcg gcg hch hch jcj jcj kck kck lcl lcl ;c; ;c;
a,a a,a s,s s,s d,d d,d f,f f,f g,g g,g h,h h,h j,j j,j
k,k k,k l,l l,l ;;; ;;;

Restart

The Ring Finger Keys

It's time to learn the ring finger keys: **. x**

Typing Exercise 3.5

. xxx xxx xxx xxx . . . xxx . . . xxx . . . xxx
.x
.x .x .x x. x. x. . . xx .x x. x. .x . . .x xx x.....x
x x x . x x . . x x . .x. .x .x . xx. .xx xxx.....x x

Restart

Now try those together with the home row keys.

Typing Exercise 3.6

... xxx xxx ... xxx lll ... lll ... sss xxx sss xxx
l.l l.l l.sxs sxs .l. .l. xsx x sx axa axa sxs sxs dx d dx
fxf fxf gxg gxg h x h h x j x j k x k l x l ; x ; ; x ;
a.a a.a s.s s.s d.d d.d f.f f.f g.g g.g h.h h.h j.j j.j
k.k k.k l.l l.l ;. ;. ;. ;.

[Restart](#)

The Pinky Finger Keys

Now for the the pinky finger keys: / z

Typing Exercise 3.7

/// /// /// /// zzz zzz zzz zzz /// zzz /// zzz /// zzz
/z/ /z/ /z/ /z/ z/z z/z z/z z/z /// /// /// zzz zzz zzz
/z /z /z z/ z/ z/ // zz /z z/ z/ /z // /z zz z/ / / / / z
z z z / z z / / z z / /z/ //z z// zz/ /zz zzz /// z/z

[Restart](#)

And combine those with the home row keys.

Typing Exercise 3.8

/// /// zzz zzz /// zzz ;;; /// ;;; /// aaa zzz aaa zzz
:/; ;/; aza aza /;/ /;/ zaz z az aza aza szs szs dzd dzd
fzf fzf gzg gzg hzh hzh jzj jzj kzk kzk lz l lz ;z ;z ;z
a/a a/a s/s s/s d/d d/d f/f f/f g/g g/g h/h h/h j/j j/j
k/k k/k l/l l/l ;/ ;/ ;/ ;/

[Restart](#)

N and B

The **n** and **b** keys are the final 2 bottom row keys. You will reach these keys by moving your index fingers down and to the side. Practice extending your right index finger down and to the left to hit the **n** key. Then try reaching down and to the right with your left index finger for the **b** key.

Typing Exercise 3.9

nnn nnn nnn nnn bbb bbb bbb bbb nnn bbb nnn bbb nnn bbb
nbn nbn nbn nbn bnb bnb bnb bnb nnn nnn nnn bbb bbb bbb
nb nb nb bn bn bn nn bb nb bn bn nb nn nb bb bn n n n n b
b b b n b b n n b b n nbn nbn bnn bbn nbb bbb nnn bnb

[Restart](#)

Let's work on those with the home row.

Typing Exercise 3.10

nnn nnn bbb bbb nnn bbb ;;; nnn ;;; nnn aaa bbb aaa bbb
; n ; n ; aba aba n ; n n ; n bab b ab aba aba sbs sbs dbd dbd
fbf fbf gbg gbg hbh hbh jbj j bj kbk kbk lb l lb ; b ; b ;
ana ana sns sns dnd dnd fnf f nf gng gng hnh hnh jnj jnj
knk knk ln l ln ; n ; n ;

[Restart](#)

S.NO.	NAME OF THE STUDENT	CLASS	30/4	2/5	3/5	4/5	5/5	6/5	7/5	9/5	10/5	11/5	12/5	13/5	16/5	17/5	18/5	19/5	20/5
27	PEMMADI NAGALAKSHMI	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28	PULAPAKURA SARASWATHI	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29	AINAGADDA DEVI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
30	MATHIREDDY PHANI KUMARI	B.SC	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	A
31	LOKARAPU POORNIMA DEVI	B.SC	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P
32	V.MOUNIKA DEVI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
33	GADI LAKSHMI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
34	SHEIK REHANA SULTHANA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
35	E. MADHUMATHI	B.SC	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
36	N.SANDHYA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
37	M. RAJESWARI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
38	MOHEMMED RESHMA	B.SC	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P
39	VASAMSETTI JAGADEESWARI	B.SC	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A
40	YARRAMNEEDI ANUSHA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
41	KARRI SURYA RAMYA	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
42	RELANGI SUGUNA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
43	MANDARAPU MANI RATNA	B.SC	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P
44	VARIPILLI SRI VIJAYA	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
45	VOLETI KEERTHANA	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
46	ANGADI MALLISWARI	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
47	M. RAMYA BRUNDAVANI	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
48	M. MATHRUKA	B.A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
49	PASAGADUGULA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
50	BOKKA CHANDU	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
51	PARAVADA ESWARI ANJILI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
52	CHEKKA NAGA DEVI	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
53	KARNEEDI SWETHA	B.SC	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P



నైపుణ్య సిరి.. ఉపాధి గురి

డీగ్రీ చదువును పూర్తి చేసిన వ్యక్తులపై నైపుణ్య లక్ష్యం నిర్దేశించబడింది. ఆ రంగానికి అనుకూలమైన నైపుణ్యాలను పెంచుకుంటే సులభంగా రాజీవనపురి నిపుణ్యాల సృష్టం చేస్తున్నారు. ఆ దిశగా తమ ఆలోచనలను అవతరణలో పెట్టేందుకు జవహర్ నాలెడ్జ్ సెంటర్లు (జీకేసీ) విద్యార్థులకు ఎంతగానో ఉపయోగపడుతున్నాయి.



లైబ్రరీలో శిక్షణ

చదువులోపాలు అనేక కచ్చ అంశాల్లో నైపుణ్యాలు పెంచుకుంటున్నారని ప్రభుత్వం అభ్యర్థులలో నిర్వహిస్తున్నారు. డీగ్రీ మొదటి ఏడాది నుంచి శిక్షణ ఇవ్వడంతోపాటు పలు సంస్థలతో ఉద్యోగ మేళన నిర్వహించి ఉపాధి అవకాశాల కల్పిస్తున్నారు. -మ్యూన్సిపల్, సాంఘమూర్తివరగర్

తరగతులకు జబ్బంది లేకుండా..

స్టాక్ గుర్తింపు పొందిన అభ్యవసర సభ్యులతోపాటు ప్రభుత్వ మహిళా డీగ్రీ కళాశాలలో జేకేసీని 2007 డిసెంబరులో ఏర్పాటు చేశారు. విద్యార్థులకు ఇదయం 8 నుంచి 10 గంటల వరకు, మధ్యాహ్నం 1 నుంచి 2 వరకు, సాయంత్రం 5 నుంచి 7 గంటల మధ్య శిక్షణ తరగతులు నిర్వహిస్తారు. ప్రధానంగా కమ్యూనికేషన్ స్కిల్స్, సాఫ్ట్ స్కిల్స్, ఎవల్యూయేషన్ స్కిల్స్, కంప్యూటర్ విద్య, టైల్డ్ లైటింగ్, జనరల్ అవేర్సెస్ తదితర అంశాలపై శ్రద్ధ చూపుతున్నారు. ఏటా రెండు వివరాలుగా 250 మందికిపైగా విద్యార్థులకు శిక్షణ ఇచ్చి 10 సంస్థల్లో ప్రాంగణ ఎంపికల్లో అవకాశాల కల్పిస్తున్నారు. ఇప్పటి వరకు 1805

మందికి విద్య, జనరేషన్, డిజిఎం, మైక్రోసాఫ్ట్, ఐటిఐ ఓబిజి తదితర సంస్థలో ఉద్యోగ అవకాశాలు కల్పించారు. కొవిడ్ కారణంగా కొంత కాలంగా నిర్వహణను నోచూరు జేకేసీ ఈ ఏడాది మూడు వివరాలుగా 300 మందికి తరగతులు ఇచ్చేందుకు సంస్థాపకాల చేస్తున్నారు. ప్రభుత్వ కొలువులకు అవసరమైన తరగతునిస్తున్నారు.



కొలుపు సాధించిన విద్యార్థులతో ట్రైనింగ్ అనంతశక్తి, అధ్యాపకులు

ఉద్యోగ అవకాశాలకు వేదిక..



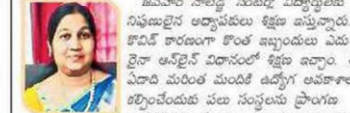
మాది నిరుపేద బడులు. నా తల్లిదండ్రులు తప్పిపోయి పదిమందినా. కళాశాలలో చేసిన తరువాత జేకేసీ ద్వారా ఫార్మిస్ట్రీలో శిక్షణ పొందా. పలు సంస్థలు నిర్వహించిన ప్రాంగణ ఎంపికల్లో ఎంపికయ్యాను. ముగ్గురులోని ఓ కార్పొరేట్ సంస్థలో ఉద్యోగం రావడంతో తల్లిదండ్రుల సంతోషానికి అవకాశం లభించింది. చదువులోపాలు శిక్షణ నాకంతగానో ఉపయోగపడింది. -ఎస్. గంగాభద్రాని

కొలుపు సాధించా



కళాశాలలో డిప్లొమీ ఎంపీసీ విధి సంవత్సరం చదువు తున్నా. ఇదేవలే మంగళూరు వెంకటేశ్వర్ల సాఫ్ట్వేర్ సంస్థ నిర్వహించిన క్యాంపస్ ఇంటర్వ్యూలో ఉద్యోగానికి ఎంపికయ్యా. జేకేసీలో శిక్షణ మంగళూరు దశకు చేరుకుంది. అది ఫార్మిస్ట్రీలో ఉద్యోగంలో చేరా. కళాశాలలో చదువులోపాలు ఇతర కార్యాల నేర్చుకోవడం ద్వారా జీవిత్య త్రవ బంగారు బాట వేసుకోవచ్చు. -ఎం.సుజితకృష్ణమాల

నిపుణుల పర్యవేక్షణలో..



జవహర్ నాలెడ్జ్ సెంటర్లో విద్యార్థులకు నిపుణులైన అధ్యాపకులు శిక్షణ ఇస్తున్నారు. కొవిడ్ కారణంగా కొంత ఇబ్బందులు ఎదురైనా అన్లైన్ విధానంలో శిక్షణ ఇచ్చారు. ఈ ఏడాది మరల మందికి ఉద్యోగ అవకాశాలు కల్పించేందుకు పలు సంస్థలను ప్రాంగణ ఎంపికలకు ఆహ్వానించారు. కొన్ని తరగతులు అన్లైన్, అన్లైన్ విధానాల ద్వారా శిక్షణ ఇచ్చేందుకు ప్రణాళికలు రూపొందించారు. డిగ్రీయేర్లు తరగతులు విద్యార్థులకు జేకేసీ సెంటర్ ఉపయోగాలు వివరించారు. సాధ్యమైనంత విద్యను మంది విద్యార్థులు కొలుపు సాధించే దిశగా కృషి చేస్తున్నారు. -సి.సంతోష, కేఆర్ఎస్ఆర్

ANNAVARAM SATHYAVATHI DEVI GOVERNMENT DEGREE COLLEGE FOR WOMEN (AUTONOMOUS)
Re-Accredited by NAAC with "B" Grade in Cycle-III
KAKINADA - 533002

CERTIFICATE

This is to certify that Kum P.Vijaya Durga.,D/o Satyanarayana III BSc-MPCs has completed the 60 hours of English Typing skills, from 1st March-2022 to 11th May-2022 at “**Jawahar Knowledge Centre**” (JKC), ASD Govt. Degree College for Women (A), Kakinada.

JKC Coordinator
ASD Govt. Degree College for Women (A)
Kakinada

Type Instructor
SV Type Institute
Kakinada

Principal & Chairman JKC
ASD Govt. Degree College for Women (A)
Kakinada

C/I: 10/603

SL. NO 22027937



ANDHRA PRADESH, VIJAYAWADA



TECHNICAL EXAMINATION CERTIFICATE

This is to certify that **GANISETTI LAKSHMI HARIKA**
Son/Daughter of Sri **GANISETTI DURGA PRAASAD**
With Reg. No **TEL22090603006** has passed the **TYPEWRITING ENGLISH LOWER (30 WPM)**
EXAMINATION held in **SEP-2022 AT Andhra Polytechnic, Kakinada - 533 002, East Godavari District**
and has been placed in **FIRST CLASS**

The candidate has secured the following percentage of marks :

PAPER I	PAPER II
82	90

DATE OF BIRTH : **MM-DD-YYYY**
03-11-2004

FIRST CLASS : 75% and above in each paper
SECOND CLASS : 45% and above in each paper

SPONSORED BY : **The Venus Commercial Type Institute, D.No.26-1-15 & 16, Sai complex, 1st Floor, Opp: JJ Dental Clinic, Temple Street, Kakinada, East Godavari**



Given under the Seal of the Board.

Date : **30-10-2022**
Vijayawada A.P.

CONTROLLER OF EXAMINATIONS

SECRETARY
STATE BOARD OF TECHNICAL EDUCATION
AND TRAINING, ANDHRA PRADESH

Note : Requests for any corrections have to be made within one year from the date of issue



A.S.D. Government Degree College for Women

An Autonomous Institution

Jagannaickpur, Kakinada, Andhra Pradesh-533002

Affiliated to Adikavi Nannaya University, Rajamahendravaram



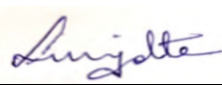
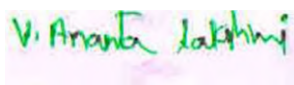
INTERNAL QUALITY ASSURANCE CELL

ACTIVITY

Between
Jawahar knowledge Centre
A.S.D. Government Degree College for
Women
&
Spoken English Skills

ASD Govt. Degree College for Women(A),Kakinada
Jawahar Knowledge Centre (JKC)

Jawahar Knowledge Centre (JKC)
Activity Register 2021-2022

Date	15 th March 2022 to 20 th May 2022
Conducted through (DRC/JKC/ELF/NCC/NSS/ Departments etc.)	Jawahar Knowledge Centre (JKC)
Nature of Activity (Seminar/Workshop/Extn. Lecture etc.,)	Certificate Course
Title of the Activity	Spoken English Skills
Name of the Department/Committee	Jawahar Knowledge Centre (JKC)
Details of Resource Persons (Name , Designation etc.,)	Shaik Jeelani Lecturer in English , Sanjeeva Degree & PG College Kakinada East Godhavari, 533002.
No. of students participated	20
Brief Report on the activity	The Course period is from 15 th March 2022 to 20 th May 2022. 27 Students have been registered for this programme. Sri Shaik Jeelani acted as Resource Person. The entire Certificate Course on Spoken English Skills went in a good manner. After Completion of the course on 23 rd .05.2022 Course End Exam has been conducted and Certificates are issued to the participants by the Principal and JKC/Course Coordinator and JKC Mentor.
Name of the Lecturers who Planned & conducted the activity	Dr.P.Sanjatha, JKC Coordinator &Lecturer in English Mr.V.Venkata Ramana, JKC Fulltime Mentor
Signature of the Dept.In-Charge/ Convener of the Committee	
Signature of the Principal	
Remarks	

ASD Govt. Degree College for Women(A),Kakinada
Jawahar Knowledge Centre (JKC)

To
The Principal
ASD Govt.Degree College for Women(A)
Kakinada

Dear Madam

VA
3/3/22
Sub: - Request to run the certificate courses through JKC for the Academic year
2021-22 - Reg.

* * *

I request you kindly to give permission to run the JKC General, Certificate Course in
Type-Writing skills, C Language and HTML. for I, II and III Year students.


- JKC General Batch
Smt P. Sanjotha, JKC Coordinator & Lecturer in English
Mr. V. Venkata Ramana as JKC Full-time Mentor.
- Type-Writing Skill Course,
Mr.V. Venkata Ramana as JKC Full-time Mentor.
- C Language and HTML Courses
3 Guest Faculty will be from SV Technologies, Kakinada,
- Spoken English
Smt P. Sanjotha, JKC Coordinator & Lecturer in English
Sk.Jeelani., Guest Faculty will be from PSN Murthy PG Courses, Kakinada

Fee Structure: - Type-Writing Rs. 150/- pm
Spoken English Rs 300/-
All other remaining Courses the fee will be Rs. 550/-

Duration: - JKC General - 250 hours
Spoken English - 60 Hrs
C Language and HTML - 45 DAYS
Tally ERP 9 - 45 DAYS

Yours Sincerely

Date : 03.03.22
Station: Kakinada


(P.Sanjotha)
JKC Coordinator

ASD Govt. Degree College for Women(A),Kakinada
Jawahar Knowledge Centre (JKC)

JKC Special Batch III-Students Enrolment
Certificate Course - Spoken English Skills
15th March 2022 to 20th May 2022

S.No	Name	Class	Group	Caste
1	JB SRI LAKSHMI	BCOM	TM	BC
2	MALLADI KASU SRI	BCOM	TM	BC
3	BODDU YAMUNA	BCOM	TM	BC
4	M VEERA MAHALAKSHMI	BCOM	TM	BC
5	SEELAM DEEVENA	BCOM	TM	BC
6	PEMMADI HEMA	BCOM	TM	BC
7	YLS CHANDANA	BSc	I MPC	OC
8	PINAPOTHU YAMUNA	BA	HEP	BC
9	SAMANA SAROJA	BA	HEP	BC
10	K KRANTHI KUMARI	BCOM	TM	SC
11	BHEEMALA DURGA	BCOM	EM	BC
12	PANTHADI KUSUMANJOLI	BCOM	EM	BC
13	KOPPISETTI DIVYA	BCOM	TM	BC
14	K LAKSHMI PRIYANKA	BCOM	TM	BC
15	M SRI VINEELA	BCOM	TM	OC
16	P VEERA SRAVANI	BCOM	TM	OC
17	P DHANALAKSHMI	BCOM	TM	BC
18	S RAJA RAJESWARI	BCOM	TM	BC
19	S JAHNAVI	BCOM	TM	SC
20	S NUTHANA	BCOM	TM	BC
21	BALAGAM RADHIKA	BCOM	TM	BC
22	K ISHWARYA	BA	HEP	BC
23	G GEETHANJALI	BCOM	TM	BC
24	R V LAKSHMI	BCOM	TM	BC
25	DONA KAMKSHI	BA	HEP	BC
26	B VARA JYOTHI	BCOM	TM	BC
27	MYTAPALLI PAVANI	BCOM	TM	BC

Spoken English Skills Syllabus

Section 1

1. Listening to texts, listening to CDs, essays by a good listener
2. Introduction Vocabulary, consonants, and vowels.
3. Listening and understanding Language translation based on questions and answers.
Interactions between students
4. Reading Skills, Reading comprehension skills. Detection of position and central thinking.
5. Vocabulary and word processing from various texts and dictionaries

Section 2

1. Basic grammar, prescriptive/descriptive approach, grammar, acceptance, communication, contextual grammar, spoken and written grammar
2. An exercise in using different grammatical structures in the subject. Determining the use of the above grammatical tools forms various texts such as newspapers, poems, stories, etc.
3. Words and phrases used for conversation, comment, question, order, suggestion, rejection, possibility, ability, satisfaction, commitments, etc.

Section-3

1. Dialogues
2. Public speech
3. Telephonic Conversation

Section-4

1. Translation – from Hindi to English

Section-5 GRAMMAR

1. TENSE
2. Subject Verb Agreement
3. Voice
4. Antonyms
5. Synonyms
6. Prefix and Suffix
7. Parts of Speech
8. Narration
9. Writing on a given Topic

Section-6 WRITING SKILLS

1. Form simple information about paragraph layout logically (coherence).
2. Writing an article (250 words) - argumentative, narrative, descriptive, creative.
3. Writing a note
4. Write a greeting letter and vote with thanks.

Section-7 PUBLIC SPEAKING

1. Definition and Purpose
2. Operation:
3. Instructions
4. Useful sentences for introduction and conclusion
5. Watch the crowd
6. The role of accent, tone,
7. Body language
8. Genres: speech, rhetoric, improvisation, debate, etc.
9. Personality traits were tested.
10. Combat general anxiety and nervousness on stage.

Section-8 GROUP DISCUSSION

1. Definition and Purpose
2. Operation:
3. Instructions
4. Take responsibility for GD
5. How to keep GD happy
6. Body language during GD
7. Types
8. GD personality traits tested
9. Mock DGs

Section-9 JOB TRAINING

1. Listening, reading, and language comprehension/telephone skills (oral communication and listening exercises)
2. Interview
3. Specific activities in writing skills.
 - A. Write a business letter
 - B. Write log
 - C. Circular
 - D. Writing Application for Jobs.
 - E. Write a resume

Section-10 Presentation Skills

1. View planning and structure
2. Tricks to relate to audiences and different types of audiences.
3. Effective use of Chalk & Talk, OHP, LCD, and PowerPoint.

JKC Special Batch-III(2021-22) Spoken English

S.No	Name	Class	27/3	28/4	29/4	30/4	3/5	4/5	5/5	6/5	7/5	8/5	9/5	10/5	11/5	12/5	13/5	14/5	15/5	Total
1	JB SRI LAKSHMI	BCOM	P	P	P	P	P	A	P	P	P	P	A	P	P	A	P	A	P	12
2	MALLADI KASU SRI	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	15
3	BODDU YAMUNA	BCOM	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	15
4	M VEERA MAHALAKSHMI	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	16
5	SEELAM DEEVENA	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	15
6	PEMMADI HEMA	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	16
7	YLS CHANDANA	BSc	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	14
8	PINAPOTHU YAMUNA	BA	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	P	P	14
9	SAMANA SAROJA	BA	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	15
10	K KRANTHI KUMARI	BCOM	P	A	P	P	P	P	A	P	A	P	P	P	P	P	P	P	P	13
11	BHEEMALA DURGA	BCOM	A	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	14
12	PANTHADI KUSUMANJOLI	BCOM	P	P	P	P	P	P	P	P	P	A	P	A	P	A	P	P	P	13
13	KOPPISETTI DIVYA	BCOM	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P	A	P	13
14	K LAKSHMI PRIYANKA	BCOM	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	15
15	M SRI VINEELA	BCOM	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A	14
16	P VEERA SRAVANI	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	16
17	P DHANALAKSHMI	BCOM	A	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	14
18	S RAJA RAJESWARI	BCOM	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	P	P	14
19	S JAHNAVI	BCOM	A	P	P	P	P	P	A	A	P	P	P	A	P	P	A	P	P	11
20	S NUTHANA	BCOM	P	A	P	P	P	P	P	P	P	A	P	P	P	A	P	P	P	13
21	BALAGAM RADHIKA	BCOM	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P	P	A	13
22	K ISHWARYA	BA	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	15
23	G GEETHANJALI	BCOM	P	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	A	13
24	R V LAKSHMI	BCOM	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	15
25	DONA KAMKSHI	BA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	15
26	B VARA JYOTHI	BCOM	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	15
27	MYTAPALLI PAVANI	BCOM	P	P	P	P	A	P	P	A	P	P	P	P	P	P	P	P	P	14



Spoken English Skills –Class by Sk Jeelani

ASD Govt. Degree College for Women(A),Kakinada
Jawahar Knowledge Centre (JKC)

Spoken English Skills –Class Test paper

- X. Read the following advertisement and prepare curriculum vitae : 1 x 5 = 5
 Wanted graduates in any discipline to teach in the primary section of a reputed school in Vijayawada. Candidates with experience and having B.Ed., will be given performance. Salary no bar for the right candidates. Apply with a detailed C.V.
- XI. Mention ANY FIVE dos and don'ts in Interview : 5 x 1 = 5
- XII. Fill in the blanks with suitable forms of the verbs given in the brackets : 5 x 1 = 5
- My father _____ (take) coffee every morning.
 - One of my friends _____ (be) a teacher.
 - She _____ (work) in the Bank since 2005.
 - It _____ (rain) now.
 - My mother and I _____ (go) to exhibition last week.

PART - II
VIVA - VOCE

Presentation Skills	Max. Marks : 25
1. JAM activity	1 x 3 = 3
2. Self Introduction	1 x 3 = 3
3. Introducing your friend / member of your family	1 x 3 = 3
4. Reading News Paper activity	1 x 3 = 3
5. Interview Skills [FAQs]	1 x 3 = 3
6. Attendance	1 x 5 = 5
7. Discipline	1 x 5 = 5

A.S.D. GOVT. DEGREE COLLEGE FOR WOMEN

(Autonomous)



Certificate Course in

Communication Skills - Exam

Time : 3 Hrs.

Max. Marks : 75

PART - I

- I. Answer ANY TWO of the following topics in the about 10 to 15 lines each : 2 x 5 = 10
- Describe your college
 - Student Life
 - About your home town - Kakinada
 - News Paper
 - Any memorable day in your life
- II. Answer ANY TWO of the following topics in the about 10 to 15 lines each : 2 x 5 = 10
- About JKC
 - If I were a PM
 - About your best friend
 - Importance of English language
 - Cell Phones uses - misuses
- III. Describe your daily routine : 1 x 5 = 5
 Narrate, in sequence, what you usually do from the moment you wake up in the morning to the time you go to bed.
- IV. You are advising your younger brother Venu about the importance of communication skills and soft skills. Write a dialogue between yourself and your brother : 1 x 5 = 5

- V. Correct the following spellings / Words : 10 x ½ = 5
- | | | | |
|-----------|------------------|------------------|-------------|
| a) tution | b) occation | c) grammer | d) tiffin |
| e) bazar | f) guidance | g) pronunciation | h) comittee |
| i) sunami | j) your's truely | | |

- VI. Correct ANY FIVE following sentences : 5 x 1 = 5
- I am in leave.
 - My father is angry upon me.
 - We go to college by walk.
 - I did not went to college yesterday.
 - She is going to abroad.
 - Let me congratulate you for your success
 - Your good name please?
 - There is no place in the bus.
 - He is very helping nature.
 - I am having a laptop.
 - She is reading news paper every day.
 - I have a work today.

- VII. Read the passage given below and answer the questions that follows : 5 x 1 = 5

Kiran Bedi (1949 -) is a social activist and a retired Indian Police Service Officer. She became the first women to join the IPS in 1972. She soon gained a reputation as a fearless and forthright officer. *Navajyoti* set up in 1987 and *India Vision Foundation*, set up in 1994, are two voluntary organization established by her with the objectives of improving the condition of drug addicts and poor people. She introduced major reforms in Tihar Jail, Delhi. Her efforts won her

national and international recognition. She received the Magsaysay award in 1994. Her autobiography, 'I dare. It's Always Possible' was published in 1998. She has been voted as the most admired women in India.

- What is the expanded form of IPS?
- Name the 2 voluntary organization establish by Kiran Bedi.
- Write the noun form of 'poor'.
- Write the antonym of 'major'.
- State True or False : The title of Kiran Bedi's autobiography suggests that by nature she was a person who would not accept defeat easily.

- VIII. Write / Frame negatives and question forms to the following statements / sentences : 5 x 2 = 10

- Vijay likes classical music.
- She went to college yesterday.
- They will visit Hyderabad
- You read news paper every day.
- He saw the film last night.

- IX. Rearrange the scrambled words to form meaningful sentences : 5 x 1 = 5

- to buy / went / vegetable / Rajesh / to market.
- Independence Day / announced / special awards / The Chief Minister / on the
- the students / JKC / in / and life skills / trains / job related skills
- Mother Earth/ avoid / to preserve / should / using / plastic / We
- attends / Kumar / regularly / college

ASD Govt. Degree College for Women(A),Kakinada
Jawahar Knowledge Centre (JKC)

Certificate issued for Spoken English Skills – Training classes

A.S.D. Govt. Degree College for Women (Autonomous),Kakinada

Jawahar Knowledge Center 

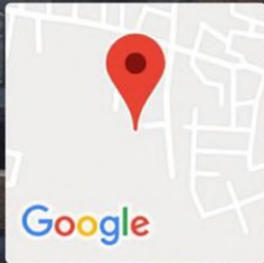
Creating Opportunities Developing Skills Unleashing Potential

Certificate

This is to certify that Miss. _____ of _____ Class with JKC ID No _____ has successfully completed the 50 hrs Training Programme in **Spoken English Skills** at Jawahar Knowledge Centre (JKC), ASD Govt. Degree College for Women(A),Kakinada from 15th March 2022 to 20th May 2022.

JKC Coordinator Principal & Chairman, JKC





Kakinada, Andhra Pradesh, India
A.S.D Government Degree College (A)(W)
Lat 16.926012°
Long 82.225546°
04/03/22 04:15 PM



A.S.D. Government Degree College for Women

An Autonomous Institution

Jagannaickpur, Kakinada, Andhra Pradesh-533002

Affiliated to Adikavi Nannaya University, Rajamahendravaram



INTERNAL QUALITY ASSURANCE CELL

ACTIVITY

Between
Jawahar knowledge Centre (JKC)
A.S.D. Government Degree College for
Women
&
Bharth FIH/Amber Pvt Ltd

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. B. Kamala

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. A. Teja Sree

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68, vikasajobskkd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory

Designation : HR

Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. J. Kumari

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory

Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. S. gineesha

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

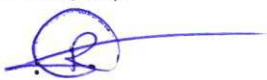
- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory 

Designation : HR

Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. R. Hari priya

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory



Designation : HR

Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. K. Renuka

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- | 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. K. Bujji

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Adhi Lakshmi

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- /10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. A. Rama Lakshmi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. L. Bharani

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory :
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. G. Mounika

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. K. Sonkeenthana

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Ganga Bhavani

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. if you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Sai Tyothi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- /10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. O. Naga Lakshmi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. N. Roja

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory



Designation : HR

Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. M. Sandhya

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. K. Purnamani

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- /10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. G. Satya veni

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. Ch. padma vathi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- /10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. B. Venkata Sai Satya

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory

Designation

: HR

Contact Number

: 9666014378

VIKASA

COMPANY: ✓ Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. V. Naga Sravani

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada

Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : R

Designation : HR

Contact Number : 9666014378

VIKASA

COMPANY: ✓ Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. A. Durga Devi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- 110,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Anitha

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. G. Satya veni

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Sai Tyothi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: ✓ Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. M. Durga Varantha

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:


- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bhargathi FIH

PROVISIONAL OFFER LETTER

Dear Mr./Ms. T. Bhargavi

The Job Mela Conducted on 27-03-2023 at ASD WOMENS DEGREE, KAKINADA Company
Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of Trainee
Bhargathi FIH with our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- (INTERNSHIP STIPEND)

Date of reporting: 29-04-2023

Place of reporting:

Essential Certificates: Sri city, Tada, Tirupati District.


- Original Certificates of your education Qualification
- Id Proofs (Aadhaar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con: 0884-2352767/68, vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: ✓ Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. M. madhavi

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- 110,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:


- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please fallow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. P. Tulasi

The Job Mela Conducted on 27.03.2023 at ASD Govt. Degree College for Women(A), Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con: **0884-2352767/68, vikasajobskdd@gmail.com.**

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: ✓ Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. L. Sajana

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of or organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory : 
Designation : HR
Contact Number : 9666014378

VIKASA

COMPANY: Bharth FIH/Amber Pvt Ltd

PROVISIONAL OFFER LETTER

Dear Mr./Ms. N. Srisisha

The Job Mela Conducted on 27.03.2023 at ASD Govt.Degree College for Women(A),Kakinada
Company Participated and conducted the interviews to the applicant.

Following the interview process, provisionally offer you the position of **Trainee Bharth FIH/ Amber Pvt Ltd** With our organization. If you join our organization, you will become part of a fast-placed and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of our organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectation. In addition, we expect your personal accountability in all the products, actions, advice and results that you will provide as a representative of our organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident that you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Salary: Rs. : 13,286/- / 10,300/-

Date of reporting: 29.04.2023

Place of reporting: Sri City Tada , Tirupathi District

Essential Certificates:

- Original Certificates of your education Qualification
- Id Proofs (Aadhar/PAN/Ration Card/Voter Card)

We congratulate you and feel confident that you will be able to make a significant contribution to the success of our organization and look forward to working with you.

Note: - This is only Provisional offer letter and it does not confer any right to the individual. The final letter will be issued on successful completion of final round of interviews at our office. Subjected to verification of original documents this letter is valid for one month or date of Joining whichever is Earlier. If the period of one month is lapsed, it is deemed to be cancelled without any further notice and no request is entertained in this regard.

In case of any type of enquiry or any further assistance please Con:0884-2352767/68,vikasajobskdd@gmail.com.

Company Directly Communicates about the change or the conformation of Joining & other things please follow those guidelines from the company.

Authorized signatory



Designation

: HR

Contact Number

: 9666014378



A.S.D. Government Degree College for Women

An Autonomous Institution

Jagannaickpur, Kakinada, Andhra Pradesh-533002

Affiliated to Adikavi Nannaya University, Rajamahendravaram



INTERNAL QUALITY ASSURANCE CELL

ACTIVITY

Between

**A.S.D. Government Degree College for
Women**

&

**Nyros Technologies-IT Consultancy & Services,
Kakinada**

11న ఏఎస్డీ కళాశాలలో ఉద్యోగమేళా

సాంబమూర్తినగర్: అన్నవరం సత్యవతీదేవి ప్రభుత్వ మహిళా డిగ్రీ కళాశాలలో ఈ నెల 11న జవహర్ విజ్ఞాన కేంద్రం ఆధ్వర్యంలో ఉద్యోగమేళా నిర్వహిస్తున్నట్లు ప్రిన్సిపాల్ డాక్టర్ వి.అనంతలక్ష్మి గురువారం ఒక ప్రకటనలో తెలిపారు. కాకినాడ నైరోస్ టెక్నాలజీ సంస్థలో ఫుల్ టైమ్ డెవలపర్, మార్కెట్ రీసెర్చ్ అనలిస్ట్, ఇన్ సైడ్ సేల్స్ అసోసియేట్, ప్రంటిండ్ డెవలపర్ తదితర 44 ఉద్యోగాలు ఖర్చి చేయ నున్నట్లు చెప్పారు. కంప్యూటర్స్, ఇన్ఫర్మేషన్ టెక్నాలజీలో డిగ్రీ, పీజీ చదివి అను భవం ఉన్నవారికి ప్రాధాన్యం ఉంటుందని జేకేసీ కోఆర్డినేటర్ ఎం.సువర్చల తెలి పారు. ఉద్యోగ మేళాకు హాజరయ్యే అభ్యర్థులు విద్యార్హత ధ్రువపత్రాలు, ఆధార్, పాస్ కార్డు, బ్యాంక్ పాస్ బుక్, 2 ఫోటోలు తీసుకు రావాలన్నారు.

Date : 08/09/2023 EditionName : ANDHRA PRADESH(KAKINADA) PageNo :

నైరోస్ టెక్నాలజీస్ జాబ్ మేళా

(ఎ.జనసేన ప్రతినిధి, కాకినాడ): కాకినాడ పట్టణంలోని అన్నవరం సత్య వతీ దేవి ప్రభుత్వ మహిళా డిగ్రీ అటానమస్ కళాశాల నందు జవహర్ విజ్ఞాన కేంద్రం ఆధ్వర్యంలో ఈ నెల 11 వ తేదీన, మధ్యాహ్నం 3.00 గంటల నుండి 5.00 గంటల వరకు నైరోస్ టెక్నాలజీస్, కాకినాడ సంస్థచే, ఫుల్ టైమ్ డెవలపర్ (ఫెషర్), మార్కెట్ రీసెర్చ్ అనలిస్ట్, ఇన్ సైడ్ సేల్స్ అసోసియేట్ మరియు ప్రంటిండ్ డెవలపర్-(ఫెషర్) 44ఉద్యోగాలకు జాబ్ డ్రెవ్ నిర్వహిస్తున్నామని కళాశాల



ప్రిన్సిపాల్ డా. వి.అనంత లక్ష్మి ఒక ప్రకటనలో తెలిపారు. ఈ డ్రెవ్ లో కంప్యూటర్స్ / ఇన్ఫర్మేషన్ టెక్నాలజీలో డిగ్రీ/పి. జి చదివి అనుభవం కలిగినవారికి ఉద్యోగావకాశాలు ఉ న్నాయని, జీతం సం.నికి 2.4 లక్షలు అని జేకేసీ కో ఆర్డినేటర్ మల్లెల సువర్చల తెలిపారు. ఈ డ్రెవ్ కు హాజరు కాబోయే అభ్యర్థులు తమ వెంట విద్యార్హత ధ్రువపత్రాలు, ఆధార్, పాస్ కార్డ్, బ్యాంక్ పాస్ బుక్, 2 ఫోటోలు తీసుకురావాలను. మరిన్ని వివరాలకు కళాశాల నందు జవహర్ విజ్ఞాన కేంద్రం (జె కె సి)లో సంప్రదించగలరు.



ASD Govt. Degree College for Women (A)

Jagannaickpur, Kakinada



CAMPUS PLACEMENT DRIVE

S.No	Position	Qualification	CTC	No. of Open Positions	Gender
1	Fullstack Developer (Fresher)	Bachelor's Degree in Computer Science, Information Technology, or related field.	2.4 LPA	20	Male/Female
2	Market Research Analyst	Any Degree / Diploma	2.4 LPA	6	Male/Female
3	Inside Sales Associate	Any Degree / Diploma	2.4 LPA	8	Male/Female
4	Frontend Developer- (Fresher)	Any Degree	2.4 LPA	10	Male/Female

- **Date & Time** : 11.09.2023 & 3.00 pm
- **Venue** : ASD Govt. Degree College for Women(A), JKC Lab, Kakinada
- **Interview Rounds** : Round 1: Written test (English, Aptitude and Technical)
Round 2: Technical, Round 3: HR at Nyros Office
- **Job Location** : Ganganapalli, Kakinada, AP, India - 533006



Jawahar Knowledge Center

Creating Opportunities

Developing Skills

Unleashing Potential

Smt.M.Suvarchala.,MSc.,M.Ed.,

JKC Coordinator

Dr.V.Anantha Lakshmi.,MSc.M.Phil.,PhD

JKC Chairperson & Principal

Nyros Technologies | IT Consultancy & Services

Campus Drive

On 24.03.2023

