

Poona Gujrathi Kelwani Mandal's

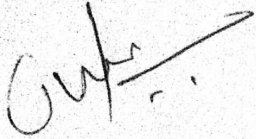
Haribhai V. Desai College, Pune

Department of English

NOTICE

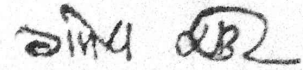
Date: 1st May, 2021

All the students from all the streams (BA, BCOM, BSC, BCA, BCS) are hereby informed that the Department of English, Haribhai V. Desai College Pune, proposes to organise "A Free Certificate Course in Spoken English for Parents" from 8th May, 2021. Therefore, you are supposed to inform your parents to join the course. Kindly note that the said course is exclusively for Parents.



Dr Mahavir R. Sankla

Head, Department of English



Dr Ganesh D. Raut

Principal

COURSE PROPOSAL

Poona Gujrathi Kelwani Mandal's

Haribhai V. Desai College, Pune

Department of English

"A Free Certificate Course in Spoken English for Parents"

Department of English proposes to conduct 'A Free Certificate Course in Spoken English for Parents' to enhance the language proficiency of the parents' of the students from Haribhai V. Desai College. The said course helps parents to communicate in English Language at every stage of their both professional and personal space. Without denying the fact that English is one of the most important language and proficiency in the language is today's need the department has taken initiative to plan the said course so that parents may make themselves able to introspect linguistic competency in today's cut throat competitive world and develop their interest in the second language acquisition. Mother tongue influence can be overcome through well directive and designed Spoken English Course.

Aims

The mentioned course proposes the following aims and objectives:

1. To enable the parents to speak fluently in English
2. To enhance their vocabulary.
3. To enrich their basics of grammar and sentence formation.
4. To boost their morale to communicate confidently and efficiently.

Details of the Course:

Duration	30 contact hours
No. of faculty	3
Name of the Faculties	1. Dr M. R. Sankla 2. Dr A. P. Pandit 3. Mr. Siddharth Kale

Course Schedule and Syllabus

Sr. No.	Date	Name of the Faculty	Content to be delivered
1.	08/05/2021	Dr M. R. Sankla	Inauguration Greetings
2.	10/05/2021	Dr M. R. Sankla	Greetings and Responding to Greetings

3.	11/05/2021	Mr. Siddharth Kale	Introducing Yourself
4.	12/05/2021	Dr A. P. Pandit	Sentence Constructions
5.	13/05/2021	Mr. Siddharth Kale	Word Formation
6.	14/05/2021	Dr M. R. Sankla	Pronunciation
7.	15/05/2021	Dr A. P. Pandit	The Art of Public Speaking
8.	16/05/2021	Dr M. R. Sankla	Group Discussion
9.	17/05/2021	Mr. Siddharth Kale	Fluency Training
10	18/05/2021	Dr M. R. Sankla	Accent Training
11	19/05/2021	Mr. Siddharth Kale	Suggesting
12	20/05/2021	Mr. Siddharth Kale	Agreeing and Partly Agreeing
13	21/05/2021	Dr A. P. Pandit	The Art of Public Speaking
14	22/05/2021	Mr. Siddharth Kale	Complementing and responding
15	23/05/2021	Mr. Siddharth Kale	Spellings
16	24/05/2021	Dr M. R. Sankla	Spellings
17	25/05/2021	Mr. Siddharth Kale	Complaining and Apologising
18	26/05/2021	Dr A. P. Pandit	Presentation Skills
19	27/05/2021	Dr M. R. Sankla	Sentence formation
20	28/05/2021	Mr. Siddharth Kale	Punch lines and Words
21	29/05/2021	Mr. Siddharth Kale	Word formation
22	30/05/2021	Mr. Siddharth Kale	Confusing Words
23	31/05/2021	Dr M. R. Sankla	One word Substitute
24	01/06/2021	Mr. Siddharth Kale	Accent and Intonation
25	02/06/2021	Dr M. R. Sankla	Collocations
26	03/06/2021	Mr. Siddharth Kale	Tenses
27	04/06/2021	Dr M. R. Sankla	Conversational Skills
28	05/06/2021	Mr. Siddharth Kale	Conversational Skills
29	06/06/2021	Dr M. R. Sankla	Collocations + Exam
30	07/06/2021	Mr. Siddharth Kale	Conversational Skills +Valediction

NOTICE RESPONSES

My Drive - Google Drive x Certificate Course in Spoken English x +

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Certificate Course in Spoken English

Questions Responses 172

Haribhai V. Desai College, Pune. Department of English, Announces Free Spoken English Course for Parents.

Students are supposed to fill in the form on behalf of their parents. Kindly fill the information whether the parents are interesting to develop their English Language Competence. The Department of English, Haribhai V. Desai College, is planning to organize the basic, intermediate and advanced spoken English course exclusively for parents. This is a short survey to know the curiosity of the parents to learn English Language.

Name of the Parent

Short answer

Gender *

My Drive - Google Drive x Certificate Course in Spoken English x +

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Certificate Course in Spoken English (Responses)

Timestamp	Name of the Parent	Gender	Age	Occupation	Mobile Number	Email id (if any)	Are you interesting to join the Spoken English Course?
5/3/2021 20:20:46	Kalidas nana Baiswade	Male		52 furniture work	9160796002	anilbabaswade2002@gmail.com	Yes
5/3/2021 20:23:10	Mansi chintaman kashid	Female		20 Student	9307675816		Yes
5/3/2021 20:29:54	Somnath	Male		50 Yes	8305493632	Sayirede125@gmail.com	Yes
5/3/2021 20:42:23	anjali harsh frivedi	Female		25 House wife	8347315570	Anjali1209@gmail.co	Yes
5/3/2021 20:46:05	Ankush Sudan Khude	Male		45 Government employee	9921463812	Prachi khude29@gmail.c	Spoken English
5/3/2021 20:48:20	Sherkhane Vrushali Neta	Female		21 A	9523919188	Vrushalisherkhane@gmail	Yes
5/3/2021 20:47:05	Vaishali Milind Nimbakar	Female		39 Housewife	9322225015		Yes
5/3/2021 20:47:12	Priya Rohit Kamble	Female		26 No	9923238672	gauravgaiwad204@gmail	Yes
5/3/2021 20:46:09	Chhaya senas	Female		43 House wife	7350206486		Yes
5/3/2021 20:51:10	Maruti Ankush Mane	Male		19 SYBA	9309132281	marutimane9191@gmail	Yes
5/3/2021 20:51:19	Sunila oihal	Female		39 House wife	9321937317	manalioihal@gmail.co	Yes
5/3/2021 20:51:20	Nitin Chavan	Male		45 Travel Auto Agency	6886642693		Yes
5/3/2021 20:56:21	Bhagyasreea sonar	Female		37 Housewife	7517722102		Yes
5/3/2021 20:59:37	Rakha Angad Ghorsade	Female		45 Yes	9604593377	Adityaghorade137@gm	Yes
5/3/2021 21:06:06	Sejal Laxman Chavan	Female		18 Studying	7050190937	sejalchavan229@gmail.c	Yes
5/3/2021 21:09:22	Santia verma	Female		39 House wife	906020835		Yes
5/3/2021 21:09:40	Vaishali Chandrashekar	Female		45 Housewife	8760340857	kontalithonavale@gmail.c	Yes
5/3/2021 21:10:55	Manisha krushna gavali	Female		34 House wife	9552669393	Levanyagavali@gmail.co	Yes
5/3/2021 21:11:59	BALAJI BAMNE	MALE		47 TEACHER	7057056233	jayeshbamnepatil@gmail	Yes
5/3/2021 21:17:35	Sunil Gawade	Male		45 Net service	7757096030		Yes
5/3/2021 21:17:40	Uttam biroj	Male		26 employees	7276408206	uttambhoj482@gmail.co	Yes
5/3/2021 21:19:34	Rinkal Rajgor	Female		36 Job	7975750152		Yes
5/3/2021 21:20:32	SHYAM DHIREN HADGE	MALE		44 HOUSE WIFE	7776967052		YES
5/3/2021 21:29:30	Laxman sonu Jorjar	Male		45 Farmer	8275294976	vithaljorjar15@gmail.co	Yes
5/3/2021 21:31:17	Hemant Chandrakant K	Male		44 Service	9922674919	sandeepsamle505@gmail	Yes I am excited

COURSE EXAM

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Untitled form ☆

Questions Responses 22 Total points 26

Poona Gujrathi Kelwani Mandal's, Haribhai V. Desai College, Pune A Free Certificate Course in Spoken English for Parents Online Exam

Date: 10/05/2021 Time: 30 Minutes Marks: 20

Name

Short answer text

1. Chose the correct option from the following statements.

☐ What's the time it is?

☐ What is time?

☐ What time it is?

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Untitled form (Responses) ☆ ☆

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A1	Timestamp	Score	Name	1. Chose the correct opt	2. Find out the correct S	3. Chose the correct opt	4. Chose the correct opt	5. Identify the simple pre	6. Chose the correct opt	7. Chose t
3	5/19/2021 10:52:53	12/20	Sapna Shasendra Ratho	What's the time it is?	English	How are you?	What is your name?	He Speaking	I play cricket	You learn E
4	5/19/2021 10:56:47	16/20	Seema Ingale	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
5	5/19/2021 11:21:13	16/20	PACHARNE ROHINI VIS	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	We learn E
6	5/19/2021 11:24:57	16/20	Monali ambageskar	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	We learn E
7	5/19/2021 11:35:58	16/20	Heena shah	What time it is?	English	How are you?	What is your name?	He Speaking	I play cricket	She learn E
8	5/19/2021 12:04:21	16/20	Ratnamala Dipak Gujar	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
9	5/19/2021 12:22:46	16/20	Anita Anil Raut	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	I learn Eng
10	5/19/2021 12:28:01	16/20	Sumerchand L Parohank	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
11	5/19/2021 13:00:33	16/20	Vandana mahesh sapsara	What's the time it is?	English	How are you?	What is your name?	He spoke	I play cricket	I learn Eng
12	5/19/2021 13:18:46	9/20	Savita Lakman Kondhare	What's the time it is?	English	How are you?	What is your name?	He Speaking	Cricket play me	She learn E
13	5/19/2021 13:23:32	16/20	SAHGITA VINOD KULK	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
14	5/19/2021 13:24:58	16/20	Asha Rupesh Jethar	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	We learn E
15	5/19/2021 13:42:24	14/20	Ashwini anand shinde	What is time?	English	How are you?	What is your name?	He spoke	I play cricket	I learn Eng
16	5/19/2021 14:31:14	16/20	Meena SHRIRUSHNA	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
17	5/19/2021 14:37:24	16/20	Mrs Priya pravin Thorat	What's the time it is?	English	How are you?	What is your name?	He speaks	I play cricket	You learn E
18	5/19/2021 15:10:34	16/20	SUVARNA SAGAR KULI	What is time?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
19	5/19/2021 15:19:08	20/20	Shweta Kalar	What is time?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
20	5/19/2021 15:24:40	16/20	Desai Nita Nandikumar	What time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
21	5/19/2021 16:45:55	20/20	Suchendraa shah	What is time?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E
22	5/19/2021 16:23:54	14/20	Isha Ganesh Salunke	What's the time it is?	English	How are you?	What is your name?	He speaks	I play cricket	You learn E
23	5/19/2021 16:33:10	16/20	Anjali Trivedi	What's the time it is?	English	How are you?	What is your name?	He speaks	I play cricket	She learn E

Form Responses 1

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FEEDBACK FORM

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Questions Responses 20

HARIBHAI V. DESAI COLLEGE, PUNE-FEEDBACK FORM-A FREE CERTIFICATE COURSE IN SPOKEN ENGLISH FOR PARENTS

FEEDBACK FORM. All the participants are requested to fill the FEEDBACK form

NAME

Short answer text

MOBILE NUMBER *

Short answer text

EMAIL

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Untitled form (Responses) ☆

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100% 123 Columns (A-L) 10

A1	Timestamp	NAME	MOBILE NUMBER	EMAIL	Topic & content	Relevance of the topics	Presentation by the Speaker	Confidence building	Self	Overall organization of the Management
2	6/8/2021 18:17:43	Asha Rupesh Jethar	8830266425	jatharashanurupesh@gmail.com	Excellent	Excellent	Very Good	Excellent	Excellent	Very Good
3	6/8/2021 18:18:44	Savita Lakshman Kondhare	9011194541	SavitaKondhare14@gmail.com	Very Good	Very Good	Very Good	Excellent	Very good	Very Good
4	6/8/2021 18:23:42	Ashwini aniket erande	8805714818	Ap5904631690@gmail.com	Very Good	Very Good	Very Good	Excellent	Very good	Very Good
5	6/8/2021 18:29:58	Heena Shah	7875155060		Good	Good	Very Good	Good	Good	Good
6	6/8/2021 18:47:57	Ratnamala Dipak Gujar	9370210504	hirama134@gmail.com	Very Good	Very Good	Very Good	Good	Good	Good
7	6/8/2021 18:59:50	Priya P Thorat	7798597962	thorat.priya195@gmail.com	Very Good	Very Good	Excellent	Very Good	Very good	Very Good
8	6/8/2021 18:57:04	Seema shantkar Ingale	9850166062	seema.ingale30@gmail.com	Very Good	Good	Excellent	Very Good	Very good	Very Good
9	6/8/2021 19:00:39	Monali Deshpande	9851067070	monalideshpande23@gmail.com	Excellent	Good	Excellent	Good	Very good	Good
10	6/8/2021 20:24:11	Suvarna Kulkarni	9859815708	suvarnakulkarni0104@gmail.com	Very Good	Very Good	Excellent	Excellent	Excellent	Good
11	6/8/2021 21:54:56	Meena shankarshree virul	9921960751	tejasvirul@gmail.com	Very Good	Excellent	Very Good	Excellent	Very good	Poor
12	6/8/2021 22:18:28	DESAI NITA NANDKUMAR	7385936745	nitadesai129@gmail.com	Excellent	Good	Very Good	Excellent	Excellent	Very Good
13	6/8/2021 22:28:08	Anta anilraut	9527965903	anilraut9590@gmail.com	Excellent	Excellent	Good	Excellent	Very good	Very Good
14	6/8/2021 23:09:13	SANGITA VINOD KULKAR	8830703256	sangitakulkarni1980@gmail.com	Very Good	Excellent	Very Good	Excellent	Very good	Excellent
15	6/9/2021 9:42:25	ROHINI VISHWAS PACHA	9822359035	rohini.pacharne113@gmail.com	Good	Very Good	Very Good	Excellent	Very good	Good
16	6/9/2021 11:41:10	Sayali Pramod Kelkar	8500217692	kalkarayaali22@gmail.com	Very Good	Very Good	Very Good	Very Good	Good	Good
17	6/9/2021 19:06:38	Sheela Pramod Kelkar	9650426954	kalkarashela11@gmail.com	Very Good	Very Good	Very Good	Very Good	Good	Good
18	6/9/2021 21:19:14	Sumetchand Leichand P	9422000637	slc_sumet@yahoo.co.in	Excellent	Very Good	Excellent	Very Good	Good	Good
19	6/9/2021 21:27:13	Sneha Parvati Kamble	9795141626	Kambleneha215@gmail.com	Excellent	Very Good	Excellent	Good	Excellent	Very Good
20	6/9/2021 21:37:30	Isha Saunika	9099782354	ishasounika7878@gmail.com	Very Good	Very Good	Very Good	Very Good	Very good	Excellent
21	6/9/2021 21:50:34	Sapna Rathod	8605902727	alekharyarathod375@gmail.com	Very Good	Excellent	Excellent	Excellent	Excellent	Excellent
22										
23										
24										

Form Responses 1

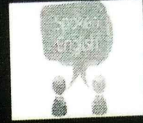
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COURSE CERTIFICATE



POONA GUJRATI KELWANI MANDAL'S
HARIBHAI V. DESAI COLLEGE
DEPARTMENT OF ENGLISH



A CERTIFICATE COURSE IN SPOKEN ENGLISH FOR PARENTS

CERTIFICATE

THIS CERTIFICATE HOLDER HAS SUCCESSFULLY COMPLETED 30 CONTACT HOURS 'A
FREE CERTIFICATE COURSE IN SPOKEN ENGLISH FOR PARENTS' ORGANIZED BY
THE DEPARTMENT OF ENGLISH, HELD BETWEEN 8TH MAY, 2021 TO 1TH
JUNE, 2021.

Mr. Siddharth Kale
Assistant Professor

Dr. Archana Pandit
Professor

Dr. Mahavir Sankla
Head of the Department

Dr. Ganesh Raut
Principal

COURSE LECTURE LINKS

<http://meet.google.com/abf-xavf-dpz>
<http://meet.google.com/abf-xavf-dpz>
<https://meet.google.com/wit-vvub-obc>
<https://meet.google.com/hhx-ritv-pbk>
<https://meet.google.com/yho-uiao-cpx>
<https://meet.google.com/emk-ubnm-twv>
<https://meet.google.com/dhw-nhan-sdc>
<https://meet.google.com/sug-maqq-tap>
<http://meet.google.com/cec-uxqb-hfn>
<http://meet.google.com/cec-uxqb-hfn>
<https://meet.google.com/emk-ubnm-twv>
<https://meet.google.com/jav-mnqn-wgk>
<https://meet.google.com/hgf-ksgg-jqi>
<https://meet.google.com/pmr-ebxg-djj>
<https://meet.google.com/emk-ubnm-twv>
<https://meet.google.com/jbd-nrqr-rfk>
<https://meet.google.com/mgt-nqnu-aor>
<https://meet.google.com/qkz-rvva-rqb>
<https://meet.google.com/vup-cvam-pas>
<https://meet.google.com/gsf-biof-qgp>
<https://meet.google.com/emk-ubnm-twv>
<https://meet.google.com/wit-vvub-obc>
<http://meet.google.com/abf-xavf-dpz>
<http://meet.google.com/abf-xavf-dpz>
<https://docs.google.com/forms/d/1oiYcOFUnHHbBIMg7SsTEnsPaOrHLcqqosKTGyB>
<https://meet.google.com/vmd-xiqo-kiv>
<https://meet.google.com/zfm-vbwy-bbu>
<https://meet.google.com/aur-pjyi-tga>
<https://meet.google.com/roj-azbi-nmq>
<https://meet.google.com/eyo-xmzg-wni>

COURSE ATTENDANCE












































4:16 📶 📷 📶 •

VoLTE LTE1 VoLTE 4G LTE2 67% 🔋

← About this call

People

Information

	Siddharth kale (You)		
	Abhijeet Pawar		
	Aishwarya Rathod		
	Aishwarya Shinde		
	akshay nangare		
	Anita Raut		
	Asha Rajgor		
	Department of English Harib...		
	Dr. Archana Pandit		
	Ganesh Raut		
	Heena Shah		
	Kalyani Sutar		
	Meena Rathod		
	meena virulkar		
	monali deshapande		

III

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COURSE REPORT

Department of English

A Free Certificate Course in Spoken English for Parents

Course details:

30 contact hours, **A Free Certificate Course in Spoken English for Parents** was conducted by the Department of English during 8th May 2021 to 30th May, 2021. Since English has quickly become the most commonly spoken language in the world and because of this it is constantly evolving. The aim of this course is to help the aspirants feel at ease and operate confidently in an English-speaking environment, with all the grammar, stress, intonation, pronunciation, sentence formation, vocabulary and useful phrases to make language more ornamental. The course helped the aspirants to express them fluently and spontaneously at any situation. Parents are ready to participate in any discussions with a right and proper way and became more consistent in expressing orally. They developed their vocabulary in specific extensive way.

The Objective:

The main goal is to help students achieve communicative success through the acquisition of the following skills:

- Express ideas in clear and grammatically correct English, using appropriate punctuation and cohesion devices;
- To communicate effectively and appropriately in real-life situation.
- To develop and integrate the use of the four language skills i.e. Reading, Listening, Speaking, Writing.

The Method: Online Lecture, Individual Presentation, Group Discussion, PPT, E-Learning etc.

The Outcome: Parents speak intelligibly using appropriate word stress, sentence stress, and intonation patterns. They adopt different strategies to convey ideas effectively according to purpose, topic and audience (including the polite expressions) and are ready to narrate events and incidents, real or imaginary in a logical sequence. They can present oral reports or

summaries, make announcements, clearly and confidently and participate in spontaneous spoken discourse in familiar social situations. The feedback analysis of the parents' reveals that it is a much needed course for the parents and that they would like to have more such courses in future. The objectives are fulfilled in a large extent.



Dr Mahavir R. Sankla

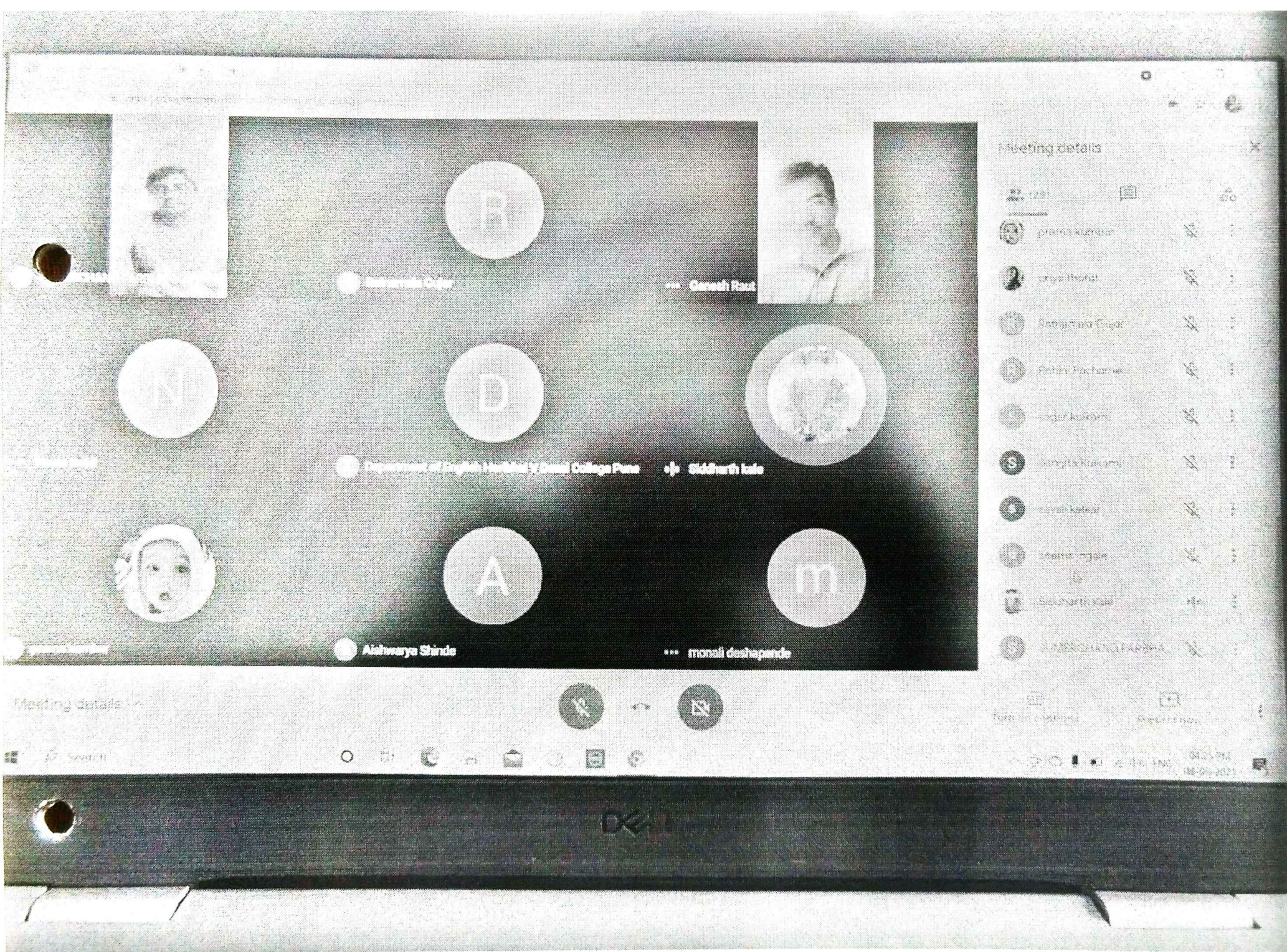
HOD

**Short-Term Course Assessment Methodology.**

1.	COURSE INFORMATION	
	Name of the Course:	"A Free Certificate Course in Spoken English for Parents"
	Duration of the course:	30 Hours
	Dates of Conduct of course (from – to)	08 th May 2021 to 30 th May 2021
	Name of Department:	Department of English
	Course Coordinator	Dr. A. P. Pandit
2.	OBJECTIVES OF COURSE: (2 TO 3)	<ul style="list-style-type: none">• To enable the parents to speak fluently in English• To enhance their vocabulary.• To enrich their basics of grammar and sentence formation.• To boosts their morale to communicate confidently and efficiently.
3.	OBJECTIVES OF EVALUATION:	<ul style="list-style-type: none">• To assess the overall effectiveness of the course.• To assess the skill/ values/ knowledge component understood by the students.• To evaluate the relevance of the course understood by the student.
4.	ASSESSMENT METHODOLOGY	
	Initial assessment method	Regular assessment during the Course
	Date of final Assessment of the course:	20 th May 2021
	Total Time for examination	30 Minutes
	Total marks:	20
	Total number of questions with weightage	Objective: 20 Questions/ 100% weightage Subjective Practical/ hands-on:
	Passing marks	08
	Rating scale (for grades)	NA
	Date of declaration of result:	20 th May 2021

AP Pandit
Dr Archana Pandit
Vice Principal
Innovative Practices

Gufu
Dr. Mahavir Sankla
HoD
Dept. of English



You are presenting



You're presenting to everyone

Stop presenting

Meeting details

16

yes

meet.google.com is sharing your screen

Ratnamala Gujar 4:13 PM

Yes

Rohini Pacharne 4:13 PM

Yes mam

Mohini Parbhakar 4:15 PM

audio is not cleared some distur

suvama kulkarni 4:16 PM

Video voice not clear

Some disturbance is there

Mohini Parbhakar 4:20 PM

yes

Send a message to the group



Asha Jathar



meena virulkar



Nikita Desai



Mohini Parbhakar



suvama kulkarni



Alshwarya Rathod



monali deshapande

Ratnamala Gujar

Meeting details



Turn on captions

You are



Search



25°C Light rain



Rohini Pacharne

Asha Jathar

Vibhava Gokarni and I more

5:06 PM

Nidha Desai

Asha Raut

Mohini Parbhakar

suvarna kulkarni

What you have to keep in mind, when you construct English Sentence?

1. English sentence structure is different from Marathi sentence
 - English sentence – I attend Spoken English Class. (Sub.+ Verb+ Obj.)
 - Marathi sentence – *Mi Chaha karate* (Sub. + Obj+ Verb)
2. Take into consideration the tense while constructing the tense.
 - While speaking in day today situations we use simple present tense, present continuous tense, simple past tense, simple future tense most of the times.

Sentence Construction according to Tense

Tense	Example	Formula	Usage
Simple Present Tense	I go to office everyday. She cleans the house everyday. Earth is round.	Sub. + Verb + Obj. He/She/It + V+S/es/+O	Daily activities Universal Truth
Present Continuous Tense	We are attending lecture now.	Sub+ am/is/are + Mv+ ing + O	Activity which is going on currently.
Simple Past Tense	I watched a movie yesterday.	Sub + past tense of the main verb + O	Activity which happened in the past.
Past Continuous Tense	I was reading the newspaper yesterday at 4.00 pm.	Sub+ was/were + Mv+ ing + O	Activity which was going on in the past at particular time.
Simple Future Tense	I will speak fluent English .	Sub. + will/shall + MV+ O	Activity which will take place in future.

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Sentence Construction according to Function

Type of Sentence	Example	Usage
Assertive positive sentences	I am completing my assignments.	Giving information
Assertive Negative sentences	We are not happy with your performance.	Giving negative information
Wh. Que	How are you?	Asking information
Wh Que. Word + HV+ Sub+ MV?	What are you doing? When will you finish the work?	
Verbal Que. HV + Sub. + MV +	Are you Ok? Will you come for the function?	Asking information
Order MV + Obj.	Complete the work. Keep away your cell phone.	Giving order
Request Please + MV + Obj.	Please complete the work. Please keep away your cell phone.	Requesting
Suggestion I suggest you/ I advise you ...	I suggest you , you should get up early in the morning.	Suggesting, Advising
Exclamation	Wow! What a beautiful house.	Praising. Showing disgust

Success is Yours

Thank You