



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

NAME OF THE ADD ON COURSE: SOFT SKILL AND COMMUNICATION DEVELOPMENT COURSE

DURATION: 4th to 17th JULY 2018.

TOTAL TIME: 30 Hrs.

Faculty in Charge: Dr. Anvesha Sengupta

Faculty Members: Sri Debojyoti Dan
Sri Prince Biswas
Sri Swarnadeep Sen

Course Objectives: Soft Skills have become a key determinant of success in the professional world. The Communication and soft skill development course offered by the Department of English aims to groom learners in communication and soft skills to make them industry-ready and boost their employability. The course adopts a blended learning approach involving both online and offline classes. The Curriculum includes components like mock interviews and group discussions, making the classes engaging and student-centric. Formative assessments are conducted throughout the course to monitor progress of the learners.

Course Objectives:

- ✓ Improve the listening and speaking competence of the learners.
- ✓ Build the confidence of the learners to face job interviews and take part in group discussions.
- ✓ Train the learners in inter personal skills and business etiquettes.
- ✓ Help the learners maintain a positive outlook using techniques of stress reduction and management.
- ✓ Build teamwork and leadership skills of the learners.
- ✓ Train the learners to effectively manage time and boost productivity.

Curriculum:

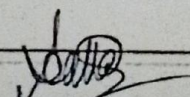
Communication Skills- Anvesha Sengupta

- ✓ Practice pronunciation and listening skills-2 hrs
- ✓ Vocabulary building-1 hr
- ✓ Role-play/situational conversation-1 hr
- ✓ Public speaking-2 hrs
- ✓ Extempore: Methods and practice-1 hr
- ✓ Group discussion: Method and practice-1 hr
- ✓ Mock interview: types of interview , preparation and common questions-1 hr
- ✓ Curriculum vitae/resume writing-1 hr

Soft skills- Debojyoti Dan



Anvesha Sengupta


Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
700042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in. Website: nbmahavidyalaya.in

-
- ✓ Business etiquettes-1 hr
 - ✓ Grooming, workplace etiquettes, social etiquettes, telephone mannerism, meeting and dressing etiquettes, hygiene maintenance, table manners, communication mannerism and punctuality. -2 hrs
 - ✓ Teamwork-1 hr
 - ✓ Collaboration with team members, adaptability and flexibility, assertiveness, negotiation, problem solving, persuasion and conflict resolution. -2 hrs
 - ✓ Building leadership qualities-1 hr
 - ✓ Self-assertiveness, self confidence, decision making, diplomacy, accountability, types of leaders and their qualities. -1 hr

Stress and Management- Prince Biswas & Swarnadeep Sen

- ✓ Stress Management: types of stress, causes of stress, stress management, and reduction techniques-2 hrs
- ✓ Time management: Setting goals, planning, prioritizing, setting deadlines, multi-tasking, practicing self-discipline, overcoming procrastination.-2 hrs
- ✓ Interpersonal skills-2 hrs
- ✓ Gesture, eye contact and body language(non-verbal communication)-2 hrs
- ✓ Professional ethics- 2 hrs
- ✓ Positive attitude-2 hrs



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Date: 19-06-2018

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,


Kolkata-700042

Sub:- To get permission for conducting Add-On Programme on the course *Soft Skill and Communication Development Course*.

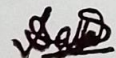
Respected Sir,

We have planned to conduct a short term Add-On Programme on the course *Soft Skill and Communication Development Course* for the students of the college (30 Hours duration) with **Dr. Anwesha Sengupta** as the Faculty in charge for the course. We are hoping for your kind approval and support regarding the successful conduct of the programme. Thanking You,

Yours Sincerely,


Dr. Tamal Taru Roy

Course Co-Ordinator/ IQAC



Principal

Naba Ballygunge Mahavidyalaya

27E, Bosepukur Road

Kolkata-700 042



Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbrmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date: 23-06-2018

The Course Co-Ordinator (For Short Term Add-On Programme)

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

Kolkata-700042

Sub:-Approval for conducting short-term course on *Soft Skill and Communication Development Course* as a part of Add-On Programme.

Respected Sir,

I am hereby permitting you to conduct the short-term course on *Soft Skill and Communication Development Course* (30 Hours Duration) under the guidance of Professor Anwesha Sengupta as the Faculty in Charge. Please make proper arrangement for the programme. I wish you all the best for the successful completion of the programme. Kindly keep me informed about the progress. Thanking You,

Yours Sincerely,

Principal



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date: 25-06-2018

Professor Anvesha Sengupta

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

Kolkata-700042

Sub:- Appointment Letter for the post of Faculty in Charge for the short-term course *Soft Skill and Communication Development Course*.

Dear Sir/Madam,

This is to inform you that you are hereby appointed as the Faculty in charge to conduct a short-term course on *Soft Skill and Communication Development Course* (30 Hours Duration) for the students of the college. We expect that you will be able to complete the responsibility satisfactorily within the mentioned time period. You will be required to provide a letter of joining and you need to inform me about the progress of the course. Further details about the course outline, syllabus, time-table etc will be provided to you by the course co-ordinator shortly. Wish you great success in your endeavours. Thanking You.

Your's Sincerely,


Principal

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Date: 28-06-2018

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,

Kolkata-700042

Sub:- Letter of Joining as the Faculty in Charge for the short-term course *Soft Skill and Communication Development Course*.

Respected Sir,

With reference to your letter regarding the short term course on *Soft Skill and Communication Development Course*, I am hereby accepting the post of faculty in charge to conduct the above mentioned course within the prescribed time period. I am appointing Professor Prince Biswas, Professor Swarnadeep Sen and Professor Debojyoti Dan for taking the allotted classes. Thanking You,

Yours' Sincerely

Anwesha Sengupta
Anwesha Sengupta

Department of English

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)

Sd/-



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

Ref. No.STC

dt.30-06-2018

NOTICE

It is notified for the information of all the students that a Short-Term Course of 30-hour duration will be conducted by our college on *Soft Skill and Communication Development Course*. Certificates will be provided with the successful completion of the course. Students willing to participate in this programme are asked to enroll themselves on or before 03-07-2018. Classes will be conducted daily from 4th to 17th July 2018.

For further details, please contact:

+91 9477051278

+91 9830186837



Principal

Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

NAME OF THE ADD-ON COURSE: BASIC FRENCH LANGUAGE LEARNING COURSE

DURATION: 1st to 16th JANUARY 2019.

FACULTY IN CHARGE: Sri Debojyoti Dan

FACULTY MEMBERS: Smt Sayantina Dutta, Smt Anwesha Sengupta, Smt Pritha Chatterjee, Smt Mala Saha Basu

Le Tableau des Contenus (Contents of the course)

- Unité 1: Le temps du plaisir: Debojyoti Dan - 5 heures (Hours)
- (Unit 1 : Learning from basic alphabets to the terms of daily use, following the present and past tense)
 1. Le développement des loisirs (raconter une situation passée et son évolution)
 2. La gestion du temps libre (donner différentes précisions d'ordre temporel)
 3. L'aide à l'amélioration de la qualité de vie (Conseiller une personne pour une marche à suivre)

Contenus Linguistiques : La valeur des temps utilisez pour construire un récit:

 - a. présent, passé composé, imparfait, plus-que-parfait.
 - b. les indicateurs de temps: dans, dès, il y a, depuis, cela fait...que, au bout de...
- Unité 2: De l'école au travail: Dr Anwesha Sengupta - 5 heures (Hours)
- (Unit 2 : Learning words that students need to learn from school to work space following present tense and various forms of future tense)
 1. La philosophie de l'éducation (Préciser la cause. Le moment et la manière d'une action)
 2. L'école aujourd'hui (Exprimer la simultanéité, l'antériorité, la postériorité)
 3. Les inégalités et la précarité dans le travail (Indiquer l'origine d'une action, sa limite)

Contenus Linguistiques : La valeur des temps utilisez pour construire un récit:

 - a. présent, futur proche, futur simple, futur antérieur
 - b. l'impératif à la forme affirmative et négative
- Unité 3: Aux urnes citoyens : Dr Sayantina Dutta - 5 heures (Hours)



Debojyoti Dan

[Signature]
Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

- (Unit 3 : Learning words related to society and development of citizens following conditional tenses and learning other grammatical forms)
 1. être citoyen aujourd'hui (Exprimer des hypothèses des conditions et leurs conséquences)
 2. Impliquer le citoyen dans la vie sociale
 3. Le milieu associatif.
 4. La délinquance

Contenus Linguistiques : La valeur des temps utilisez pour construire un récit:

 - a. Le conditionnel et l'indicatif
 - b. les indéfinis.

- Unité 4: à chacun sa foi : Pritha Chatterjee – 5 heures (Hours)
- (Unit 4 : Learning words related to religion, science, superstitions and good habits following indicative and subjunctif.)
 1. La foi en la religion (Exprimer différentes nuances d'opinion et de sentiment)
 2. La foi en la science.
 3. La foi dans les superstitions.
 4. La foi dans les bonheur (Exprimer une représentation subjective de l'avenir, un doute, une crainte, un souhait)

Contenus Linguistiques :

 - a. le mode indicatif
 - b. le mode subjunctif (présent et passé)

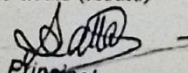
- Unité 5: Culture : Mala Saha Basu – 5 heures (Hours)
- (Unit 5 : French culture, symbols, ethics following the various forms of present and past tense)
 1. Les symboles français (raconter des événements passés)
 2. La liberté de créer et de penser
 3. Aux grandes femmes la patrie reconnaissante

Contenus Linguistiques : Assurer la progression du récit :

 - a. présent, passé composé, passé simple
 - b. les accords du participe passé
 - c. les marqueurs chronologique : d'abord, ensuite, toujours, rarement, tout de suit, autrefois.

- Unité 6: Le Français tel qu'on le parle: Debojyoti Dan – 5 heures (Hours)




Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

- (Unit 6 : Learning spoken French. How to speak French language with proper accents and the ability to form sentences)

1. La France des langues (Jouer avec la langue, inventer)
2. Le français vu par les étudiants.
3. Le verlan et les registres de langue, l'humour.

Contenus Linguistiques :

Les néologismes



Principal

Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Date:07-12-2018

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,

Kolkata-700042


Sub:- To get permission for conducting Add-On Programme on the course *Basic French Language Learning Course*

also
rch
like
a is

Respected Sir,

We have planned to conduct a short term Add-On Programme on the course *Basic French Language Learning Course* for the students of the college (30 Hours duration) with Sri Debojyoti Dan as the Faculty in charge for the course. We are hoping for your kind approval and support regarding the successful conduct of the programme. Thanking You,

Yours Sincerely,


Dr. Tamal Taru Roy

Course Co-Ordinator/ IQAC





Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date:10-12-2018

The Course Co-Ordinator (For Short Term Add-On Programme)

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

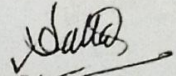
Kolkata-700042

Sub:-Approval for conducting short-term course on *Basic French Language Learning Course* as a part of Add-On Programme.

Respected Sir,

I am hereby permitting you to conduct the short-term course on *Basic French Language Learning Course* (30 Hours Duration) under the guidance of Sri Debojyoti Dan as the Faculty in Charge. Please make proper arrangement for the programme. I wish you all the best for the successful completion of the programme. Kindly keep me informed about the progress. Thanking You,

Yours Sincerely,


Principal



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date: 14-12-2018

Sri Debojyoti Dan

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

Kolkata-700042

Sub:- Appointment Letter for the post of Faculty in Charge for the short-term course *Basic French Language Learning Course*.

Dear Sir/Madam,

This is to inform you that you are hereby appointed as the Faculty in charge to conduct a short-term course on *Basic French Language Learning Course* (30 Hours Duration) for the students of the college. We expect that you will be able to complete the responsibility satisfactorily within the mentioned time period. You will be required to provide a letter of joining and you need to inform me about the progress of the course. Further details about the course outline, syllabus, time-table etc. will be provided to you by the course co-ordinator shortly. Wish you great success in your endeavours. Thanking You,

Your's Sincerely,

Principal

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Date: 17-12-2018

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,

Kolkata-700042

Sub:- Letter of Joining as the Faculty in Charge for the short-term course *Basic French Language Learning Course*.

Respected Sir,

With reference to your letter regarding the short term course on *Basic French Language Learning Course*, I am hereby accepting the post of faculty in charge to conduct the above mentioned course within the prescribed time period. I am appointing Smt.Sayantina Dutta, Smt Anwesha Sengupta and Smt Mala Saha Basu for taking the allotted classes. Thanking You,

Yours' Sincerely

Debojyoti Dan

Sri Debojyoti Dan

Dept.of English

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)

Saha



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



Phone: 033-2441-1710

NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

Ref. No.STC

dt.18-12-2018

NOTICE

It is notified for the information of all the students that a Short-Term Course of 30-hour duration will be conducted by our college on *Basic French Language Learning Course*. Certificates will be provided with the successful completion of the course. Students willing to participate in this programme are asked to enroll themselves on or before 22-12-2018. Classes will be conducted daily from 1st to 16th January 2019.

For further details, please contact:

+91 9477051278

+91 9830186837



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

NAME OF THE ADD-ON COURSE: BASIC HINDI LANGUAGE LEARNING COURSE

TOTAL TIME: 30 Hrs.

DURATION: 13-07-2019 TO 01-08-2019.

FACULTY IN CHARGE: Dr. Manisha Shaw

FACULTY MEMBER: Sri Swarnadeep Sen

Objectives:

- Equip learners with effective speaking and listening skills in Hindi.
- Enable students to learn the fundamentals of the language and its usage in various life situations.
- Help students realize the communication potential of the Hindi language.
- Train students to use Hindi effectively in interviews, group discussions, and public speaking.
- Familiarize students with the structure of the Hindi language.

Course Outline:

Unit I: Introduction (6 Hours)- Manisha Shaw

Alphabets: Vowels and consonants
Forming two-letter and three-letter words

Unit II: Names and Numbers (6 Hours)- Manisha Shaw

Names of flowers, fruits, vegetables, birds, days, and months
Directions

Unit III: Grammar (6 Hours)- Manisha Shaw

Nouns, pronouns, verbs, adjectives, and adverbs
Tenses and gender

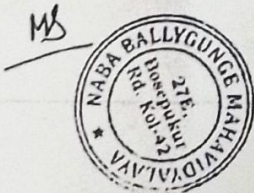
Unit IV: Relationships (6 Hours)- Swarnadeep Sen

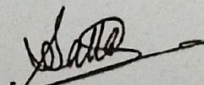
Greetings and kinship terminology

Unit V: Conversation (6 Hours)- Swarnadeep Sen

Conversations in various situations: daily routines, market, train, hotel

This course is designed to help non-Hindi speaking students gain practical language skills and confidently use Hindi in everyday situations.




Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Date:02-07-2019

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,

Kolkata-700042

Sub:- To get permission for conducting Add-On Programme on the course *Basic Hindi Language Learning Course*.

Respected Sir,

We have planned to conduct a short term Add-On Programme on the course *Basic Hindi Language Learning Course* for the students of the college (30 Hours duration) with Dr. Manisha Shaw as the Faculty in charge for the course. We are hoping for your kind approval and support regarding the successful conduct of the programme. Thanking You,

Yours Sincerely,

Course Co-Ordinator



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042



Phone: 033-2441-1710

NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date: 03-07-2019

The Course Co-Ordinator (For Short Term Add-On Programme)

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

Kolkata-700042

Sub:- Approval for conducting short-term course on *Basic Hindi Language Learning Course*,
as a part of Add-On Programme.

Respected Sir,

I am hereby permitting you to conduct the short-term course on *Basic Hindi Language Learning Course* (30 Hours Duration) under the guidance Dr. Manisha Shaw as the Faculty in Charge. Please make proper arrangement for the programme. I wish you all the best for the successful completion of the programme. Kindly keep me informed about the progress. Thanking You,

Yours Sincerely,

Principal



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly GHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

Date: 04-07-2019

Dr. Manisha Shaw

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road

Kolkata-700042

Subj:- Appointment Letter for the post of Faculty in Charge for the short-term course *Basic Hindi Language Learning Course*.

Dear Sir/Madam,

This is to inform you that you are hereby appointed as the Faculty in charge to conduct a short-term course on *Basic Hindi Language Learning Course* (30 Hours Duration) for the students of the college. We expect that you will be able to complete the responsibility satisfactorily within the mentioned time period. You will be required to provide a letter of joining and you need to inform me about the progress of the course. Further details about the course outline, syllabus, time-table etc. will be provided to you by the course co-ordinator shortly. Wish you great success in your endeavours. Thanking You,

Your's Sincerely,


Principal

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

To

The Principal

Naba Ballygunge Mahavidyalaya

27 E, Bosepukur Road,

Kolkata-700042

Date:05-07-2019

Sub:- Letter of Joining as the Faculty in Charge for the short-term course *Basic Hindi Language Learning Course..*

Respected Sir,

With reference to your letter regarding the short term course on *Basic Hindi Language Learning Course* I am hereby accepting the post of faculty in charge to conduct the above mentioned course within the prescribed time period. I will be taking the classes with the assistance of Sri Swarnadeep Sen. Thanking You,

Yours' Sincerely

Dr. Manisha Shaw

Department of Hindi

Copy to:

1. The Course Co-Ordinator (For Short Term Add-On Programme)



Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700 042

Phone: 033-2441-1710

Phone: 033-2441-1710



NABA BALLYGUNGE MAHAVIDYALAYA

(Formerly CHARUCHANDRA EVENING COLLEGE)

27E, Bosepukur Road, Kolkata - 700042

Email: nbmv2005@yahoo.co.in, Website: nbmahavidyalaya.in

Ref. No.STC

dt.06-07-2019

NOTICE

It is notified for the information of all the students that a Short-Term Course of 30-hour duration will be conducted by our college on *Basic Hindi Language Learning Course*. Certificates will be provided with the successful completion of the course. Students willing to participate in this programme are asked to enroll themselves on or before 12-07-2019. Classes will take place from 13-07-2019 TO 01-08-2019.

For further details, please contact:

+91 9477051278

+91 9830186837

Principal
Naba Ballygunge Mahavidyalaya
27E, Bosepukur Road
Kolkata-700042

