

# Department of English

## Shaheed Udham Singh Government College Sunam

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Course of Presentation Dialogue and  
CV Writing Tips under Capacity  
Building Programme

Session: 2017-2018



## Shaheed Udham Singh Government College Sunam.

Near Bhai Mool Chand Smadh, Sunam.

To,

Principal Sir,  
S.U.S. Govt. College,  
Sunam.

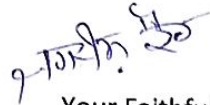
Subject: Regarding initiation of seven hours/days course/training under Capacity Building  
Program for welfare of students.

Respected Sir,

Regarding the above topic, we would like to inform you that the Department of English wants to start a seven day course/training on the subject of 'Presentation Dialogue and Tips for CV Writing' under the Capacity Building Program for the welfare of students. This will help students develop their presentation skills and enhance their writing skills. Which will prove useful for them in future. We hope that after reading the proposal of this course, you will approve us to start this course/training.

with thanks

Date: 26 Sept. 2017.

  
Your Faithfully,

## Proposal


- 1) Course/Training Topic : Presentation Dialogue and CV Writing Tips
- 2) Duration : Seven hours/days (05 to 19 October 2017)
- 3) Number of students : Not specified
- 4) Organized by : Department of English
- 5) Teacher : Professor Jagdish Kaur
- 6) Target Group : Final year students
- 7) Language : English.

### Objective:

The objective of this course/training is to build and develop the presentation skills of the students.

To inculcate and develop the art of CV writing in students.

20/10/17

  
Principal  
S.U.S. Govt. College  
Sunam (Sangrur)



# S.U.S. Govt. College, Sunam

Established in 1969, NAAC Accredited-Grade B ( CGPA 2.72 ) Affiliated to: Punjabi University, Patiala  
E-mail: gcsunam@gmail.com, College website: www.susgcsunam.com, Tel: 01676-220134

Notice

Date: 30-09-2017

All the students are informed that the Department of English from 05-10-2017 is going to start a seven hours/day course/training on the topic 'Presentation Dialogue and CV Writing' under the Capacity Building Program for the welfare of the students. Students interested in participating in this course/training ensure to contact Prof. Jagdish Kaur (English).

  
Principal  
S.U.S. Govt. College  
Sunam (Sangrur)



S.U.S Government College, Sunam.

Enrollment Record Sheet for Course/Training of Presentation  
Dialogue and CV Writing Tips.

Session: 2017-18 (05 to 19 Oct. 2017)

Sr.No.	Name of Student's	Class	Roll No.
1	AMANDEEP KAUR	BA Sem-V	3333
2	CHAMKAUR SINGH	BA Sem-V	3632
3	CHINKEY RANI	BA Sem-V	3327
4	GEETANJLI SHARMA	BA Sem-V	3322
5	GULSHAN KUMAR	BA Sem-V	3643
6	GURDEEP SINGH	BA Sem-V	3617
7	GURLAL SINGH	BA Sem-V	3628
8	GURWINDER KAUR	BA Sem-V	3324
9	GURWINDER SINGH	BA Sem-V	3614
10	JAGDEEP SINGH	BA Sem-V	3646
11	KAMALPREET SHARMA	BA Sem-V	3303
12	LUCKY SINGH	BA Sem-V	3635
13	MANPREET KAUR	BA Sem-V	3337
14	NEHA RANI	BA Sem-V	3308
15	RAJVIR KAUR	BA Sem-V	3312
16	SATGUR SINGH	BA Sem-V	3661
17	SATNAM SINGH	BA Sem-V	3624
18	SATVIR SINGH	BA Sem-V	3621
19	SIMRANDEEP KAUR	BA Sem-V	3315
20	SIMRANJEET SINGH	BA Sem-V	3655
21	TARAUNDEEP KAUR	BA Sem-V	3319
22	VAKEEL KHAN	BA Sem-V	3650
23			
24			
25			

ਗੁਰਦੀਪ ਸਿੰਘ

Principal  
S.U.S. Govt. College  
Sunam (Sangrur)

**S.U.S Government College, Sunam.**  
**Attendance Sheet for Course/Training of Presentation Dialogue and CV Writing Tips.**  
**Session: 2017-18 (05 to 19 Oct. 2017)**  
**Organiser Body: Department of English**  
**Name of the Tutor: Professor Jagdish Kaur.**

Sr.No.	Name of Student's	Class	Roll No.	05/10	07/10	09/10	13/10	15/10	17/10	19/10	Signature of Students.
1	AMANDEEP Kaur	BA Sem-V	3333	P	P	P	P	P	P	P	Amandeep Kaur
2	CHAMKAUR SINGH	BA Sem-V	3632	P	P	P	P	P	P	P	Chamkar Singh
3	CHINKEY RANI	BA Sem-V	3327	P	P	P	P	P	P	A	CHINKEY
4	GEETANJLI SHARMA	BA Sem-V	3322	P	P	P	P	P	P	P	Geetanjali
5	GULSHAN KUMAR	BA Sem-V	3643	P	P	P	P	P	P	P	Gulshan Kumar
6	GURDEEP SINGH	BA Sem-V	3617	P	P	P	A	P	P	P	Gurdeep Singh
7	GURLAL SINGH	BA Sem-V	3628	P	P	P	P	P	P	P	Gurlal Singh
8	GURWINDER KAUR	BA Sem-V	3324	P	P	P	P	P	P	P	Gurwinder
9	GURWINDER SINGH	BA Sem-V	3614	P	P	P	P	P	P	P	Gurwinder Singh
10	JAGDEEP SINGH	BA Sem-V	3646	P	P	P	P	P	P	P	Jagdeep
11	KAMALPREET SHARMA	BA Sem-V	3303	P	P	P	P	P	P	P	Kamalpreet Singh
12	LUCKY SINGH	BA Sem-V	3635	P	P	P	P	P	P	P	Lucky Singh
13	MANPREET KAUR	BA Sem-V	3337	P	P	P	P	P	P	P	Manpreet
14	NEHA RANI	BA Sem-V	3308	P	P	P	P	P	P	P	Neha Rani
15	RAJVIR KAUR	BA Sem-V	3312	P	P	P	P	P	P	P	Rajvir Kaur
16	SATGUR SINGH	BA Sem-V	3661	P	P	P	P	P	P	P	Satgur
17	SATNAM SINGH	BA Sem-V	3624	P	P	P	P	P	P	P	Satnam Singh
18	SATVIR SINGH	BA Sem-V	3621	P	P	P	P	P	P	P	SATVIR SINGH
19	SIMRANDEEP KAUR	BA Sem-V	3315	P	P	P	P	P	A	P	Simrandeep Kaur
20	SIMRANJEET SINGH	BA Sem-V	3655	P	A	P	P	P	P	P	Simran Singh
21	TARAUNDEEP KAUR	BA Sem-V	3319	P	P	P	P	P	P	P	Taraundeep Kaur
22	VAKEEL KHAN	BA Sem-V	3650	P	P	P	P	P	P	P	VAKEEL KHAN
23											
24											
25											

ਜਗਦੀਸ਼ ਕੌਰ

Principal  
S.U.S. Govt. College  
Sunam (Sangrur)





