

FELICITATION OF ACHIEVER ALUMNI

Department of English

DEPARTMENT MINUTES

Date: 31st July 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the preparations to be made to felicitate Ms N Venkata Lakshmi, alumni of GCW (A) Srikakulam for.

Minutes of the Meeting:

1. It was decided that an interaction session will be organized with all B.A. 2nd year students.
2. Preparation of invitation, taking permission from Principal and gathering students would be taken care by Mrs K Mounika.
3. Purchasing of required items for the program will be taken care by Mrs P S K Durga.

Resolution

After discussion the Department of English resolved to organize an interaction session for students of II B.A. all groups with Ms N Venkata Lakshmi followed by her felicitation on 2nd August 2025 in Seminar Hall at 2.30 pm.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 1st August 2025

Place: Srikakulam

Sub: Request to grant permission to organize an interaction session to felicitate our alumni.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize an interaction session for our students with Ms N Venkata Lakshmi, our alumni who after facing many hurdles in life has qualified APPSC exam for constables whose results were declared recently. She had also got 1st rank in History in APPGCET. Dedication and struggle of Ms Venkata Lakshmi is expected to motivate many students to follow her path. The Interaction session followed by felicitation will be organised on 2nd August 2025 in Seminar Hall at 2.30pm. We would like to involve all the students of 2nd year B.A. in this program.

Hence, we request you to allow us to organise the program which could motivate many students.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize an Interaction session with Ms N Venkata Lakshmi, Alumni of GCW (A) who has recently qualified APPSC Constable examination on 2nd August 2025 in Seminar Hall at 2.30 pm. All the faculty and all students of II B.A. all groups are invited to attend the program and make it success.

Signature

AIMS AND OBJECTIVES

- To commemorate the birth anniversary of literary legend, William Shakespeare and recalls his contribution to English literature.
- To make students aware of the importance of English communication skills.
- To encourage students to read and speak on stage.

BREIF DESCRIPTION OF THE PROGRAM

The program began at 2.30pm with the gathering of all the students, faculty and the guest of the day. Ms N Venkata Lakshmi, alumni of the college who had qualified APPSC Constables examination defeating all the odds. Ms Venkata Lakshmi spoke to the students and told how her mother after her father had left their family had brought up her and her brother with great difficulty. She said that many times situations in her house were so bad that she thought of discontinuing her studies and go for odd jobs but her mother kept motivating her and asked her to study well. She didn't have proper shoes to practise running but even then, she kept studying hard and finally cleared Constable examination conducted by APPSC. Venkata Lakshmi's speech left the audience teary eyed. Some of the students interacted with her and got their doubts clarified. Venkata Lakshmi had insisted that college library had been much useful for her to prepare for competitive exams. She had also spoke of the financial support and motivation she had received from Mrs P S K Durga, Lecturer in English. The interaction session was followed by felicitation of Ms Venkata Lakshmi by the Department of English and History in presence of all the faculty members.

OUTCOMES

The students felt motivated by the story of Ms Venkata Lakshmi and hopefully a goal was set by them to succeed in life.

PHOTOS



CELEBRATION OF English Language Day

Department of English

DEPARTMENT MINUTES

Date: 21st April 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the preparations to be made for celebrating the International English Language Day on 23rd April 2025.

Minutes of the Meeting:

1. It was decided that International English Language Day would be celebrated in a simple manner involving only 3rd year students because of on-going Semester – End examinations of students of 1st and 2nd years.
2. Preparation of invitation, taking permission from Principal and preparing students to present poems and others would be taken care by Mrs K Mounika.
3. Purchasing of snacks, mementos and preparing students for anchoring would be taken care by Mrs P S K Durga.
4. Arrangements to be made in the Seminar Hall, gathering students and proposing vote of thanks will be taken care by Ms K Karuna.

Resolution

After discussion the Department of English resolved to organize International English Language Day on 23rd Apr 2025 in Seminar Hall from 2.30 pm onwards. Students of 3rd year will participate in the program.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 22nd April 2025

Place: Srikakulam

Sub: Request to grant permission to organize International English Language Day.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize International English Language Day on 23rd Apr 2025 in Seminar Hall from 2.30pm onwards. The celebrations would be conducted to commemorate the birth anniversary of William Shakespeare, a literary legend.

Hence, we request you to allow us to organise the program involving the students of 3rd year as the students are 1st and 2nd year students are taking Semester – End examinations.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize International English Language Day celebrations on 23rd April 2025 in Seminar Hall. All the faculty and students of final year are invited to attend the program and make it successful.

Signature

AIMS AND OBJECTIVES

- To commemorate the birth anniversary of literary legend, William Shakespeare and recalls his contribution to English literature.
- To make students aware of the importance of English communication skills.
- To encourage students to read and speak on stage.

BREIF DESCRIPTION OF THE PROGRAM

International English Language Day which is celebrated on the eve of birth anniversary of William Shakespeare was celebrated by the Department of English on 23rd April 2025. The program began with welcoming the guest of the day and chairman of the program Dr K Surya Chandra Rao, Principal of the college and other dignitaries Mr P Sankara Narayana, Vice Principal, Mr Ch Krishna Rao, Academic Coordinator, Mrs S Padmavathi, IQAC coordinator and Mrs T Adilakshmi, COE. The guests and the faculty of English along with students paid tributes to the portrait of Shakespeare. Ms R Surekha, III BA EHP anchored the program. Ms S Santhi, III BA EHP presented the biography of Shakespeare. Ms S Malleswari, III BA Special English narrated the poem *All World's a Stage*, Ms R Kavyanjali, III BA HEP presented the words and quotes credited to Shakespeare and Ms T Prameela, III BA EHP presented the poem *Sonnet 29* of Shakespeare.

Dr K Surya Chandra Rao, Principal spoke on the occasion, described the greatness of Shakespeare and spoke about the importance of improving communication in English. Other dignitaries and staff members of Department of English spoke on the occasion.

OUTCOMES

The students came to know the biography, important works and achievements of William Shakespeare. The students expressed that their stage fear and anxiety was reduced after speaking on stage.

PHOTOS



Cultural Exchange Program with Prem Chand Markanda S.D. College for Women, Jalandhar

Department of English

DEPARTMENT MINUTES

Date: 18th October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the preparations to be made for organizing Cultural Exchange Program with Prem Chand Markanda S.D. College for Women (Jalandhar), Punjab on 23rd October 2025 in online mode.

Minutes of the Meeting:

- It was decided that Cultural Exchange Program with Prem Chand Markanda S.D. College for Women (Jalandhar), Punjab would be conducted on 23rd October 2025 in online mode.
- Preparation of invitation, taking permission from Principal and preparing students for presenting various cultural aspects through Zoom meeting.
- Inviting the guests will be done by Mrs P S K Durga.
- Taking permission for using LMS Studio will be taken care by Ms K Karuna.

Resolution

After discussion the Department of English resolved to organize Cultural Exchange Program with Cultural Exchange Program with Prem Chand Markanda S.D. College for Women (Jalandhar), Punjab on 23rd October 2025 in online mode. The meeting will be held at LMS Studio in the college.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 19th October 2025

Place: Srikakulam

Sub: Request to grant permission to organize a Cultural Exchange Program with PCM SD College for Women (A) Jalandhar.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize a Cultural Program with PCM SD College for Women, Jalandhar Punjab as a part of MoU on 23rd October 2025 at 11am onwards. An online meeting would be conducted in LMS Studio to exchange cultural aspects to promote *Ek Bharath Shrest Bharath*.

Hence, we request you to allow us to organise the program involving the students of 3rd year Special English and other the participants. Kindly permit us to utilise LMS Studio for this purpose.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize a Cultural Exchange Program online with PCM SD College for Women, Jalandhar, Punjab on 23rd October 2025 at LMS Studio from 11 am onwards. All the faculty and students are invited to attend the program using online link which will be shared in official WhatsApp groups and make it successful.

Signature

AIMS AND OBJECTIVES

- To make students aware of cultures of Punjab and Andhra Pradesh state.
- To make students know the importance of cultures and respect different cultures.
- To make students know the initiative of *Ek Bharath Shrest Bharath* introduced by Government of India.

BREIF DESCRIPTION OF THE PROGRAM

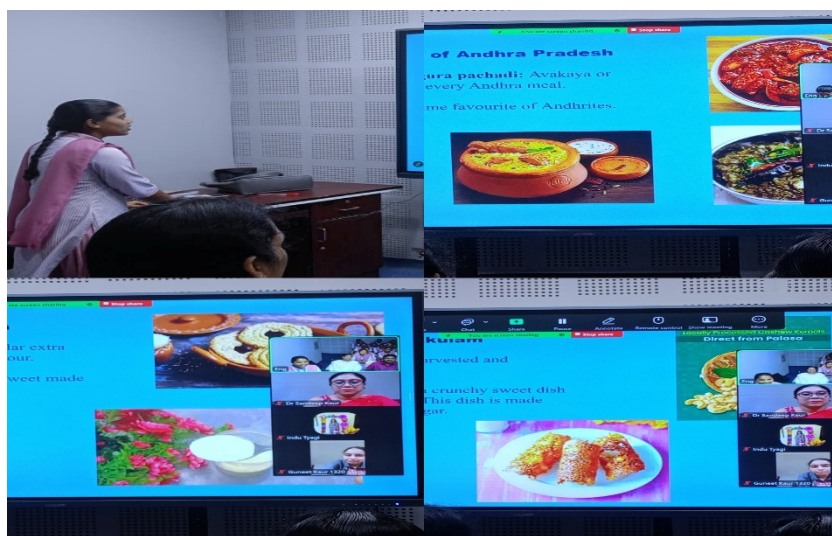
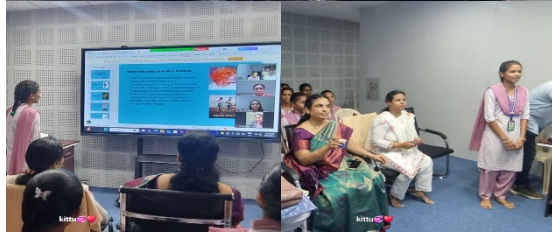
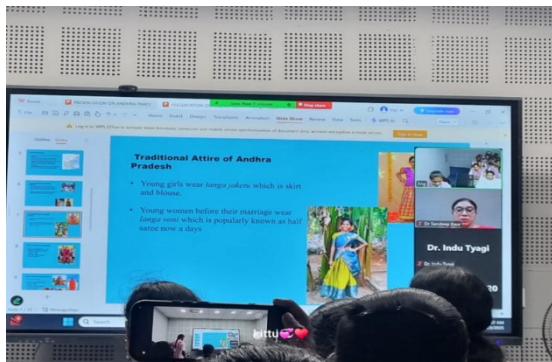
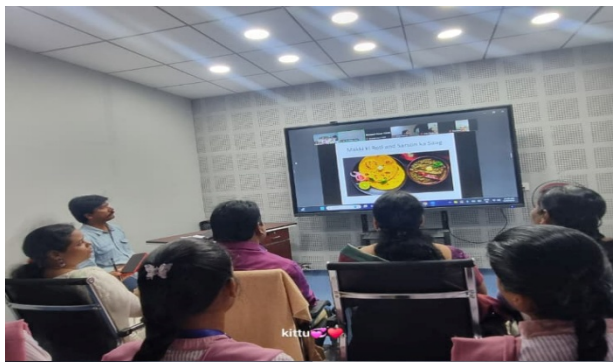
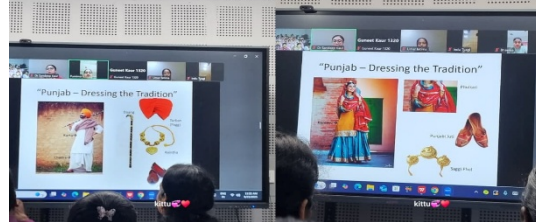
The Cultural Exchange Program with PCM SD College for Women, Jalandhar was conducted through a Zoom meeting from 11am onwards. The meeting was attended by Dr N Chinnarao, Vice Principal, faculty of Department of English, students of Special English and presenters. The program began with the addressing of Principal of PCM SD College for Women and Vice Principal of GCW (A) Srikakulam. This was followed by presentation of state of Andhra Pradesh by Ms A Anitha, III BA Special English, followed by presentation on traditional attire of AP and Srikakulam district by Ms A Pravallika, III BA Special English and finally with presentation on famous traditional food of Andhra Pradesh by Ms K Sirisha, III BSc Botany. The same topics were presented by the students of PCM SD College for Women, Jalandhar.

OUTCOMES

The students of both the colleges came to know about the highlights of each other's states, traditional attires of the states and traditional foods of the states. The students interacted with each other through this program and understood the lifestyle and cultural aspects of each other.

STUDENTS FEEDBACK

PHOTOS



Awareness Program on the Importance of Communication Skills for Employment

Department of English

DEPARTMENT MINUTES

Date: 18th October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the preparations to be made for organizing an awareness program on the importance of improving communication skills in English for all final year students in association with Bentech Tutes.

Minutes of the Meeting:

- It was decided that the awareness program on the Importance of Communication Skills in English for all the final year students would be conducted on 24th October 2025.
- Preparation of invitation, taking permission from Principal and gathering of the students in the seminar hall will be taken care by Mrs P S K Durga and Ms K Karuna.
- Inviting the guests and conducting the program will be taken care by Mrs K Mounika.

Resolution

After discussion the Department of English resolved to organize Awareness Programs on the Importance of Communication Skills in English on 24th October 2025 in Seminar Hall for students of final year.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 21st October 2025

Place: Srikakulam

Sub: Request to grant permission to organize an Awareness Program on the Importance of Communication Skills in English.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize an Awareness Program on the Importance of Communication Skills in English on 24th October 2025 at 11am in Seminar Hall. The awareness will be organised in association with Bentech Tutes. The aim of this program is to prepare the students of final year for facing interviews, improve their job skills and motivate them to learn speaking in English.

Hence, we request you to allow us to organise the program involving the students of final year. Kindly permit us to utilise Seminar Hall for this purpose.
Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize an Awareness of the Importance of Communication Skills in English on 24th October 2025 in Seminar Hall from 11 am onwards. All the faculty and students of final year all groups are invited to attend the program, get benefitted by the speech of Resource Persons and make it successful.

Signature

AIMS AND OBJECTIVES

- To make students aware job skills required for various jobs.
- To prepare students to face job interviews.
- To motivate students to improve their communication skills in English to get good job opportunities.

BREIF DESCRIPTION OF THE PROGRAM

The program started at 11am with the invitation of Chief Guests on the stage. The guests who attended the program were Dr N Chinnarao, Vice Principal, Dr T Adi Lakshmi, COE, Mr Ben, Founder of Bentech Tutes, Mr Samson Founder of Bentech Tutes and the faculty of Department of English. After the formal addressing by the dignitaries, the program continued with the resource persons speaking about their work experience and how lack of spoken English skills troubled their career advancement. They shared different methods they adopted to improve their communication skills and motivated students to improve their spoken English for better job opportunities and career advancement.

OUTCOMES

The students felt motivated to learn English after listening to the life experiences of the resource persons who hailed from Srikakulam. They learnt simple methods to improve their English-speaking skills. A few students expressed their fears speaking in English and learnt methods to overcome them from the resource persons. Finally, the students felt motivated to learn spoken English.

PHOTOS





ICE BREAKING SESSION

Department of English

DEPARTMENT MINUTES

Date: 18th October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the preparations to be made for organizing an Ice Breaking Session during Deekshaarambh for all the newly admitted students of 1st years.

Minutes of the Meeting:

- It was decided that remembrance game, vocabulary game, identifying the personality on basis of the slogan and find your partners games would be conducted during the session.
- Two or more students would be asked to introduce themselves and speak on stage.

Resolution

After discussion the Department of English resolved to organize an Ice Breaking Session during Deekshaarambh on 22nd October 2025 in Seminar Hall for students of first year as scheduled by the IQAC.

Signatures

AIMS AND OBJECTIVES

- To make students to open up to interact with each other, make friends and adapt to college soon.
- To ease stress in students and create fun positive image of the college
- To inculcate the importance of communication skills in students.

BREIF DESCRIPTION OF THE PROGRAM

The program began with the Mrs. K. Mounika and Mrs P.S.K Durga delivering their speech on the importance of communication skills in English and how General English classes will benefit the students in their future. This was followed by the game Finding your Partners, where the students were given different topics like finding students who shared their birth month, students who had dog pets and others. The students move freely in the room spoke to other students and gathered names required for the task. Next, the students were made to guess the names of great leaders using the slogans given by them. Next, the students were made to play Remembrance game in which a topic was given and each student was made to tell a word associated to the topic along with the word told by the previous student. The session ended with a few students coming on stage introducing themselves to others.

OUTCOMES

The students greatly enjoyed the session and actively participated in the games conducted. The overall target of making the students comfortable to the college atmosphere and relieving them from adaptability stress was succeeded.

STUDENT FEEDBACK

PHOTOS



Guest Lecture on Tools of Translation in English

Department of English

DEPARTMENT MINUTES

Date: 31st October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the arrangements, need to be made for organizing a guest lecture on the Tools of Translation for all final year students of B.A. Special English Major.

Minutes of the Meeting:

- It was decided that the guest lecture on the Tools of Translation would be conducted for all the final year students of B.A. Special English on 3rd November 2025.
- Preparation of invitation, taking permission from Principal and gathering of the students in the seminar hall will be taken care by Mrs P S K Durga and Ms K Karuna.
- Inviting the guests and conducting the program will be taken care by Mrs K Mounika.

Resolution

- After discussion the Department of English resolved to organize a Guest Lecture on the Tools of Translation in English on 3rd November 2025 through Google Meet in LMS for students of III B.A. Special English.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 1st November 2025
Place: Srikakulam

Sub: Request to grant permission to organize a Guest Lecture on Tools of Translation online.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize a Guest Lecture on Tools of Translation in online mode on 3rd November 2025 from 10.30 am in LMS Studio. The guest lecture is being organised to provide

Hence, we request you to allow us to organise the program involving the students of final year. Kindly permit us to utilise LMS Studio for this purpose.
Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize a Guest Lecture on Tools of Translation on 3rd November 2025 in Seminar Hall from 10.30 am onwards. All the faculty and students of III Special English are invited to attend the program and make it successful.

Signature

AIMS AND OBJECTIVES

- To make students aware of employment opportunities in the field of translation.
- To make students know various tools used by translators who are presently working in translation industry.
- To give hands-on practice of simple translation tools.

BREIF DESCRIPTION OF THE PROGRAM

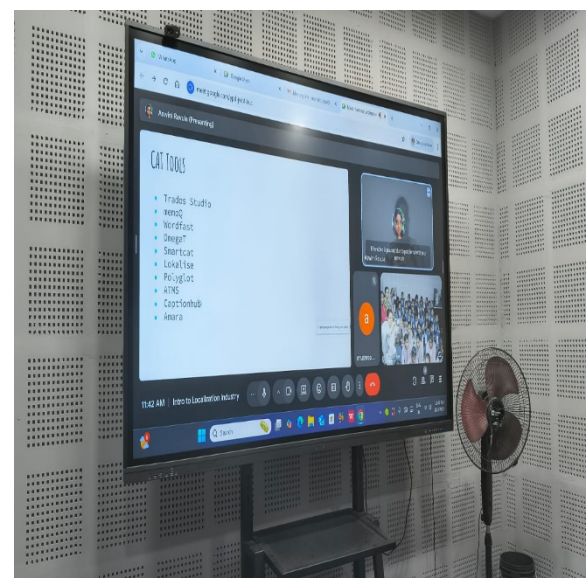
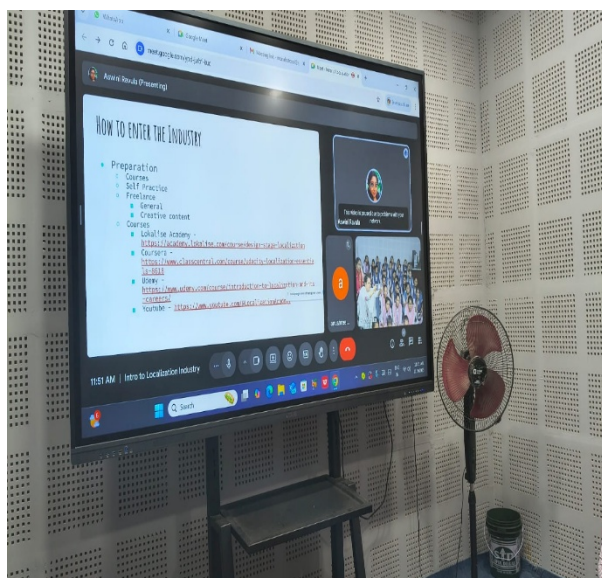
The program started at 10.30 am in LMS Studio through Google Meet. The resource persons of the lecture were Mrs R Aswini, Senior Quality Manager, Lionbridge Technologies, Bengaluru and Ms Anushree Shinde, Localisation Expert, Lionbridge Technologies. The Resource Persons spoke about the job titles, salary and opportunities available in the field of translations. They also told of the aptitude which has to be developed to become good translator and the courses that can be learnt to become translator. They spoke about developing closed captions and subtitles for videos on platforms like YouTube and others which have become major projects. Finally, they gave hands-on practice of tools like Google Polyglot, Amazon ATMS and SDL Trados.

OUTCOMES

The students came to know about many new things related to translations industry. They came to know various freelance jobs available for students who master writing in English and one or more regional languages. The students came to know about various translation tools and how to use them in real time.

STUDENT FEEDBACK

PHOTOS



Guest Lecture on Opportunities in Aviation Industry

Department of English

DEPARTMENT MINUTES

Date: 11th October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the arrangements, need to be made for organizing a guest lecture on Opportunities available in Aviation sector for all final year students of B.A. Special English Major.

Minutes of the Meeting:

- It was decided that the guest lecture on the Opportunities Available in Aviation would be conducted for all the final year students of B.A. Special English on 14th October 2025.
- The timings and other preparations would be made on the basis of arrival of the guest.

Resolution

After discussion the Department of English resolved to organize a Guest Lecture on the Opportunities Available in Aviation Sector on 14th October 2025 for students of III B.A. Special English.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 13th October 2025

Place: Srikakulam

Sub: Request to grant permission to organize a Guest Lecture on Opportunities Available in Aviation Sector.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize a Guest Lecture on Opportunities Available in Aviation Sector on 14th October 2025. The guest lecture is being organised to provide awareness among students regarding the job roles a graduate who is good with communication skills in English can get in the sector of aviation. This program would act as career guidance to the students of III BA Special English.

Hence, we request you to allow us to organise the program involving the students of III BA Special English.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize a Guest Lecture on Opportunities Available in Aviation Sector on 14th October 2025. The time and place will be communicated on the day of the program. All students of III B.A. Special English are requested to extend their co-operation and attend the program.

Signature

AIMS AND OBJECTIVES

- To make students aware of employment opportunities available for graduates in the field of aviation.
- To make students know the importance of communication skills in English for getting job opportunities.

BREIF DESCRIPTION OF THE PROGRAM

The program started on 14th October 2025 at 11.30 am in Room no. 45. The resource person of the lecture was Mr Sangharakshak V P, CEO (Officiating), Aerospace and Aviation Sector Skill Council, Ministry of Aviation, New Delhi. The resource person spoke about the importance of communication skills in English and discussed various ground jobs available in airports and their salary package. He motivated students to improve their language skills and created awareness regarding the job opportunities that are going to be available in Bhogapuram Airport which is to start functioning very soon. He also spoke the importance of inculcating book reading habit to improve English.

The students further interacted with the resource person and asked regarding the courses which can be pursued to get jobs in aviation sector. They expressed their financial limitations and discussed their fears regarding joining aviation sector with the resource person. Mr Sangharakshak V S patiently answered their questions and said that he would come up with financial aid for talented students when classes in Skill Development Hub in the college would start.

OUTCOMES

The students felt fortunate to interact with resource person. Some of them took contact details of the resource person and expressed their enthusiasm to join aviation industry.

Student Feedback

PHOTOS



Two Days Workshop on Google Tools, Blogs and Podcasts

Department of English

DEPARTMENT MINUTES

Date: 18th October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To fix the date on which the workshop can be conducted in Room no. 63 where smart board is available.
- To take permission from other faculty whose classes are scheduled during those two days.
- Preparation of ppt for the workshop.

Minutes of the Meeting:

- Permission was asked from the in-charge of Room no. 63 regarding conducting classes.
- Permission was asked from other faculty members to lend their classes for the workshop.

Resolution

After discussion the Department of English resolved to organize a Workshop on Google Tools, Blogs and Podcasts on 25th October 2025 and 31st October 2025 for students of III B.A. Special English in Room no. 63 from 10 am to 1pm. It was decided that the workshop would be conducted by Mrs K Mounika for two days.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 14th October 2025

Place: Srikakulam

Sub: Request to grant permission to organize a Two Days Workshop on Google Tools, Blogs and Podcasts.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize a Two Days Workshop on Google Tools, Blogs and Podcasts on 25th October 2025 and 31st October 2025 from 10 am to 1pm. The workshop is being organised as a part of curriculum to give hands-on practice of Google Tools, help them to learn to create blogs and podcasts. This program would be conducted for the students of III BA Special English.

Hence, we request you to allow us to organise the program involving the students of III BA Special English. Also permit us to use the smart board in Room no. 63. Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize a Two Days Workshop on Google Tools, Blogs and Podcasts on 25th October 2025 and 31st October 2025 in Room no 63 from 10 am to 1pm. All students of III B.A. Special English are requested to extend their co-operation and attend the program.

Signature

AIMS AND OBJECTIVES

- To make students aware of various Google tools which can be accessed for free.
- To make students learn to create blogs and podcasts.

SCHEDULE OF THE WORKSHOP

Date	Time	Topic
24 th October 2025	10 am to 11:30 am	Exploring Google sheets, docs, classroom, maps, drive and forms
24 th October 2025	11.30 am to 1 pm	Collaborative writing using Google docs, creating class work in Google classroom, saving a document in Google drive
25 th October 2025	10 am to 11:30 am	Creating blog using Blogger. Exploring famous literature blogs online.
25 th October 2025	11.30am to 12:30 pm	Creating a podcast using Spotify for Creators and exporting it to Spotify app.
25 th October 2025	12.30pm to 1pm	Q&A session

BREIF DESCRIPTION OF THE PROGRAM

The Day 1 session started on 25th October 2025 at 10 am in Room no. 63 and the students were made to open their email Ids and explore various Google tools available for free. They were amazed to explore these tools as they had never known about these before. A Google doc was created and link was shared in the WhatsApp group and each student was asked to open the link and add a line to the topic 'About My Best Friend' thus enabling them to understand how collaborative writing is done. Students were next taught to use Google drive and Google classroom.

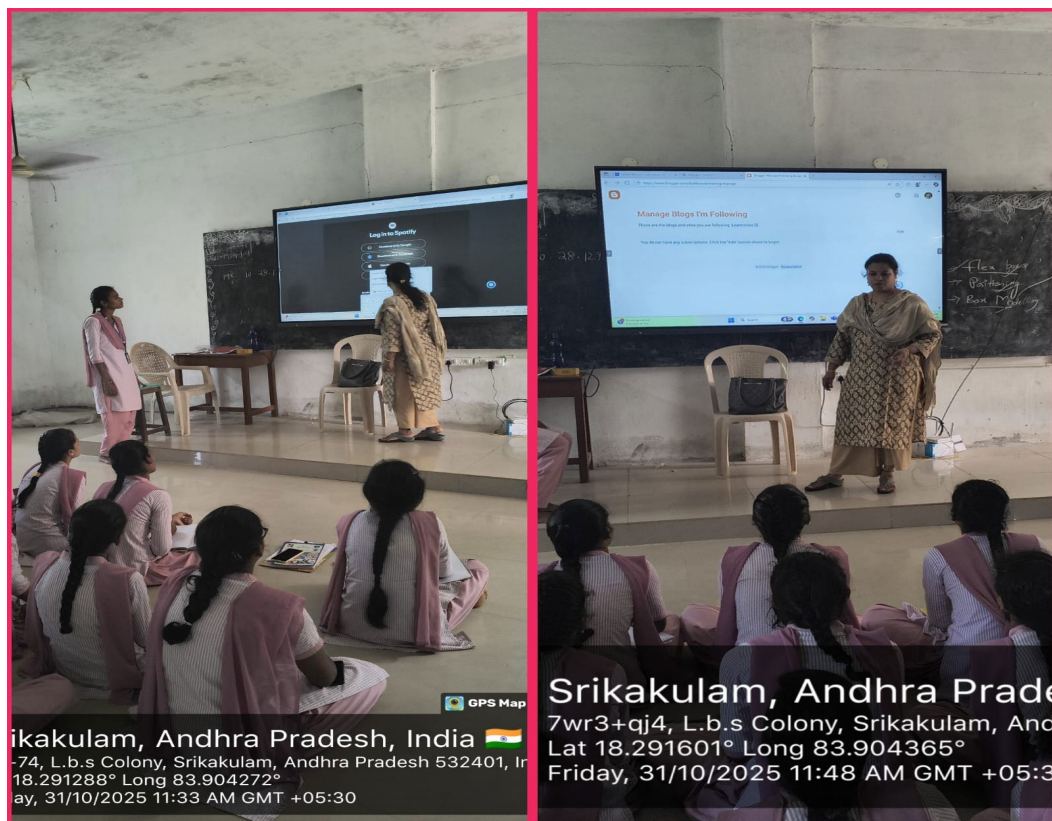
On 31st October 2025, Day 2, the session started at 10 am and students were introduced to blogs, its use, how to create blogs using Blogger and how blogs could be monetised. They also explored few poetry blogs available on Blogger. Next, they were showed to create a sample podcast on the poem 'The Night of the Scorpion' using Spotify for Creators and upload on Spotify app. This was followed by question-and-answer session.

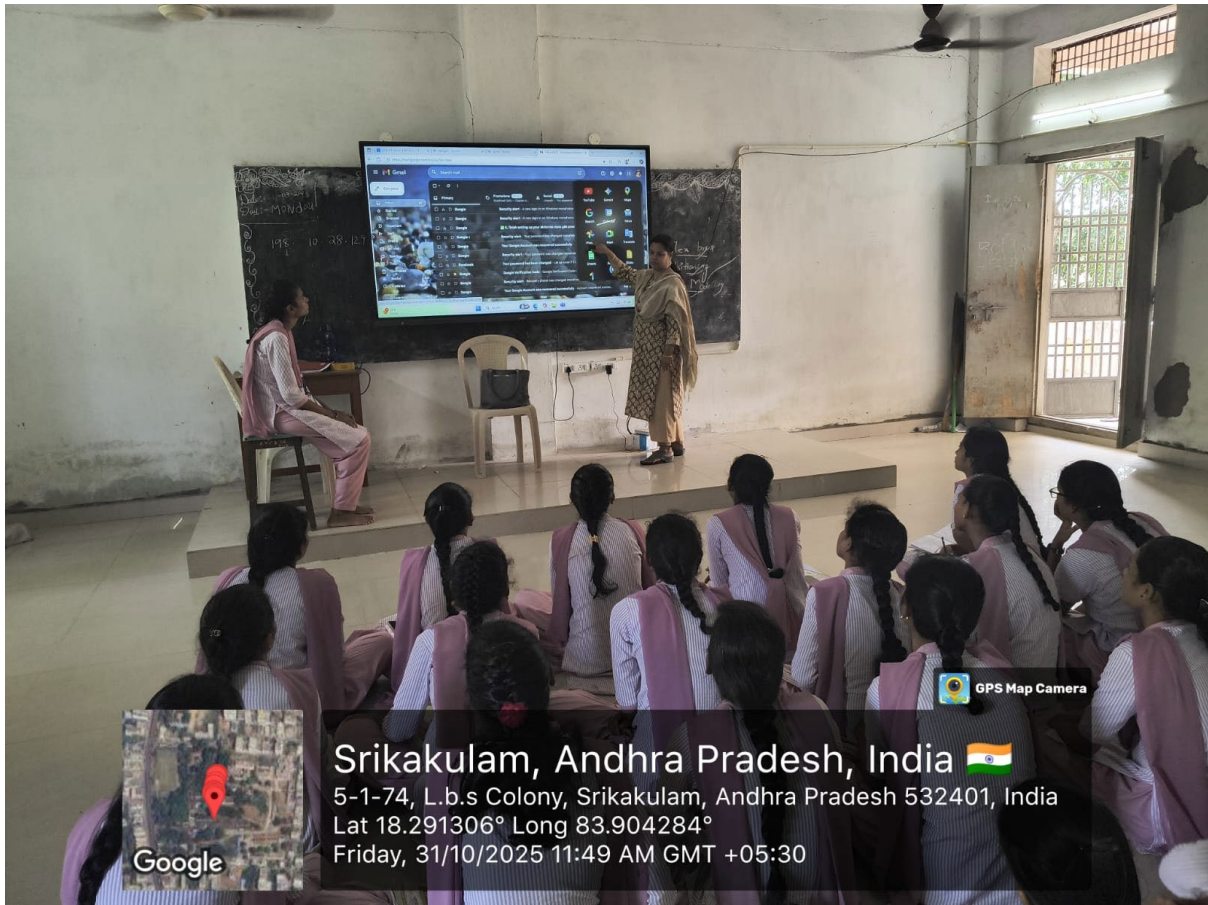
OUTCOMES

The students came to know Google Tools and their uses. They were happy to know the use of Google drive which could help them store important documents, books and images. The students also learnt to create blogs and podcasts.

STUDENT FEEDBACK

PHOTOS





Movie Time

Department of English

DEPARTMENT MINUTES

Date: 20th December 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To decide a date to make students watch Hamlet movie available on YouTube.
- To finalize the place and time when movie could be watched by the students.

Minutes of the Meeting:

- The dates 22nd December 2025, 28th December 2025 or 30th December 2025 were chosen to watch the movie as there were free periods followed by English major classes and there was no disturbance to normal time table.
- Either Room no. 63 or LMS Studio was considered for playing the film.

Resolution

After discussion the Department of English resolved to organize Movie Time on 22nd December 2025 for students of I B.A. Special English in LMS Studio from 2pm to 1pm. It was decided that the workshop would be conducted by Mrs K Mounika for two days.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 22nd December 2025

Place: Srikakulam

Sub: Request to grant permission to conduct a movie watching session.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to conduct a movie watching session on 22nd December 2025 from 2pm to 5pm in LMS Studio. The movie *Hamlet* is going to be shown the students of I B.A. Special English Major. The play Hamlet is prescribed to the students in Major 2 paper in Semester I and making the students watch the movie will help them to understand the play better and create enthusiasm to learn important quotes.

Hence, we request you to allow us to conduct the movie watching session. Also permit us to use the LMS Studio for this purpose.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to organize Movie Time and telecast the movie Hamlet for the students of I B.A. Special English Major 22nd December 2025 in LMS Studio from 2 pm to 5pm. All students of I B.A. Special English are requested to extend their co-operation and gather near LMS Studio sharp at 2pm.

Signature

AIMS AND OBJECTIVES

- To make students understand the play better.
- To enable students to imagine the setting and characters of the play.
- To pay attend towards important dialogues and soliloquies and remember who spoke which dialogue.

BREIF DESCRIPTION OF THE PROGRAM

The students of I B.A. Special English Major gathered in the LMS Studio and the movie was played at 2.15pm. The students watched the Hamlet from YouTube (<https://youtu.be/PAAiXguXosI?si=iileanM07548dW6E>). The movie was close to the play and had incorporated most of the famous dialogues and scenes of the play. The students were thrilled to watch the movie and many could understand the dialogues in English without the requirement of subtitles.

OUTCOMES

The students were quite excited to watch the movie, Hamlet. They expressed that they understood the play better after watching the movie. A quiz on who said what dialogue to whom was conducted and the students answered most of the dialogues perfectly.

STUDENT FEEDBACK

PHOTOS



Srikakulam Andhra Pradesh India

BRIDGE COURSE

2025 - 2026

Department of English

DEPARTMENT MINUTES

Date: 31st October 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To decide dates and timings to conduct classes for Bridge course.
- To discuss the syllabus which needs to be covered during the Bridge course.
- Preparation of question papers for pre-test and post-test.

Minutes of the Meeting:

- It was decided that Bridge Course would be conducted from 3rd November 2025 to 7th November 2025 keeping late admissions of the students in view and the syllabus which has to be covered.
- Various literary periods, literary terms, literary movements, basic grammar and opportunities for students of English.
- It was decided that the question papers for pre-test and post-test would be prepared by Mrs K. Mounika.

Resolution

After discussion the Department of English resolved to conduct Bridge Course for students of newly admitted I B.A. Special English Major of academic year 2025-26 from 3rd November 2025 to 7th November 2025 in Room no 45. The classes would be conducted during the major classes given in the timetable and whenever there is free hour and availability of faculty.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 1st November 2025

Place: Srikakulam

Sub: Request to grant permission to conduct Bridge Course for students of I B.A. Special English.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to conduct Bridge Course for newly admitted students of I B.A. Special English Major admitted in the academic year 2025-26 from 3rd November 2025 to 7th November 2025 from 4pm to 5pm. The Bridge Course is aimed to conduct create an understanding of what the students are going to study, to fill knowledge gap and for career counselling.

Hence, we request you to allow us to conduct Bridge Course for students of I B.A. Special English.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to conduct Bridge Course for the students of I B.A. Special English Major from 3rd November 2025 to 7th November 2025 from 4 pm to 5pm. All students of I B.A. Special English are requested to extend their co-operation and attend the classes regularly.

Signature

AIMS AND OBJECTIVES

- To make students know the syllabus and curriculum of the course.
- To bridge knowledge gaps of the students.
- To make students aware of career opportunities and higher education options available for the students after pursuing B.A in Special English.

Day Wise Schedule

S.no.	Date	Topic Covered
1.	3 rd November 2025	Various Ages in English Literature and Pre-test
2.	4 th November 2025	Important literary terms, famous writers and famous works
3.	5 th November 2025	Literary movements and Interaction with Seniors
4.	6 th November 2025	Basic grammar: parts of speech, articles, prepositions and tenses revision
5.	7 th November 2025	Career opportunities and higher education for students of English and post-test

Analysis

The students scored better marks in post-test compared to pre-test reflecting that Bridge Course had been useful to them.

Student Feedback

Photos



CERTIFICATE COURSE IN INDIAN WRITINGS IN ENGLISH

Department of English

DEPARTMENT MINUTES

Date: 17th July 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To decide dates and timings to conduct classes for Certificate Course in Indian Writings in English.
- To prepare a day wise schedule of the course.
- To prepare question papers and decide the dates of evaluation.

Minutes of the Meeting:

- It was decided that the Certificate Course in Indian Writings in English would be conducted from 22nd July 2025 to 4th September 2025 for the students of III BA Special English from 4pm to 5pm.
- Day wise schedule according to the syllabus approved in the BOS will be prepared by Mrs P S K Durga.
- Question paper following the model question paper will be prepared by Mrs K Mounika.

Resolution

After discussion the Department of English resolved to conduct Certificate Course in Indian Writings in English for students III B.A. Special English Major from 22nd July 2025 to 4th September 2025 in Room no 45. The classes will be taken by Mrs K Mounika and Mrs P S K Durga. The classes would be conducted from 4pm to 5pm and whenever there is free hour and availability of faculty.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 18th July 2025

Place: Srikakulam

Sub: Request to grant permission to conduct Certificate Course on Indian Writings in English for students of III B.A. Special English.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to conduct Certificate Course in Indian Writings in English for students of III B.A. Special English Major from 22nd July 2025 to 4th September 2025 from 4pm to 5pm. The Certificate Course is organised to introduce students to Indian Writings in English which is much useful for competitive entrance exams. This certificate course was specially designed after considering the experience of previous batch students after writing CUCET.

Hence, we request you to allow us to conduct Certificate Course in Indian Writings in English for students of III B.A. Special English.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to conduct Certificate Course in Indian Writings in English for the students of I B.A. Special English Major from 22nd July 2025 to 4th September 2025 from 4 pm to 5pm. All students of III B.A. Special English are requested to extend their co-operation and attend the classes regularly.

Signature

AIMS AND OBJECTIVES

- Students learn about important milestones in Indian Writings.
- Students learn about prominent Indian English writers and their works.
- Students analyse and appreciate different genres in Indian Writings in English.

DAY WISE SCHEDULE

S. No.	Date	Topic
1.	22/07/2025	Introduction class
2.	23/07/2025	About Raja Rammohan Roy and his works
3.	24/07/2025	About Henry Derozio
4.	25/07/025	Famous works of Rammohan Roy
5.	26/07/2025	About Henry Derozio and his works
6.	28/07/2025	Famous works of Toru Dutt
7.	29/07/2025	About Rabindranath Tagore and his famous works
8.	30/07/2025	About Rabindranath Tagore and his famous works
9.	31/07/2025	Famous newspapers during Independence Era
10.	01/08/2025	Famous works of Sarojini Naidu
11.	02/08/2025	Famous works of Sarojini Naidu
12.	04/08/2025	Detailed study of The Ballad of Savitri
13.	05/08/2025	Detailed study of The Ballad of Savitri
14.	06/08/2025	Detailed study of The Palanquin Bearers
15.	07/08/2025	Literary works of Mahatma Gandhi
16.	11/08/2025	Literary works of Nehru
17.	12/08/2025	Literary works of Ambedkar and Radhakrishnan
18.	13/08/2025	Literary works of Sri Aurobindo
19.	14/08/2025	Detailed study of Perseus the Deliverer
20.	22/08/2025	Detailed study of Perseus the Deliverer
21.	23/08/2025	Detailed study of Perseus the Deliverer
22.	25/08/2025	About R K Narayan and his works
23.	26/08/2025	About R K Narayan and his works
24.	29/08/2025	About Mulk Raj Anand and his works
25.	30/08/2025	About Raja Rao and his famous works
26.	01/09/2025	Poetry of A K Ramanujan

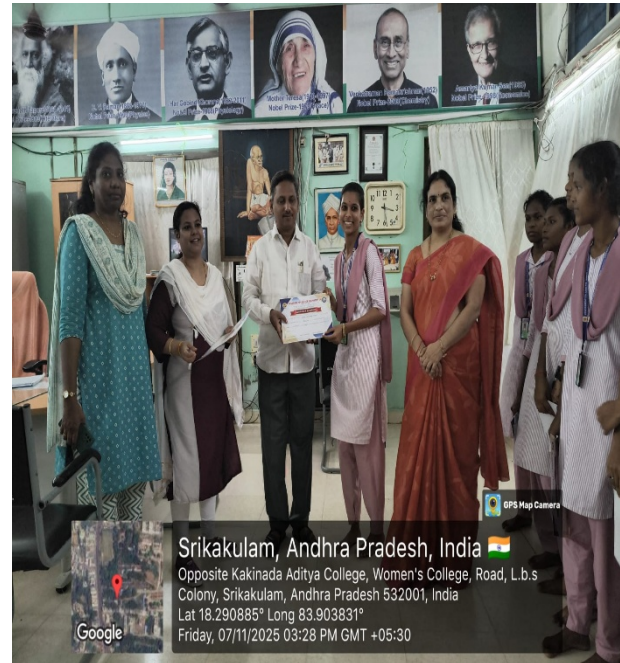
27.	02/09/2025	Poetry of Jayanth Mahapatra
28.	03/09/2025	Poetry of Nissim Ezekiel
29.	04/09/2025	Famous works Khushwant Singh
30.	05/09/2025	Famous works Khushwant Singh
31.	06/09/2025	Famous works of Anita Desi
32.	08/09/2025	Famous works of Anita Desi
33.	09/09/2025	Famous works of Arundhati Roy
34.	10/09/2025	Famous works of Salman Rushdie
35.	11/09/2025	Famous works of Salman Rushdie
36.	12/09/2025	Works of Aravind Adiga
37.	15/09/2025	Works of Chetan Bhagat
38.	16/09/2025	Works of Chetan Bhagat
39.	17/09/2025	Detailed study of God of Small Things
40.	18/09/2025	Detailed study of God of Small Things
41.	19/09/2025	Detailed study of God of Small Things
42.	20/09/2025	Detailed study of God of Small Things
43.	22/09/2025	Evaluation
44.	23/09/2025	Evaluation
45.	26/09/2025	Evaluation

OUTCOMES

The students came to know about the genesis and growth of Indian Writings in English. They were introduced to important writers and works of Indian Writings in English. This course would act as base for studying further about Indian Writings.

STUDENT FEEDBACK

PHOTOS



DEPARTMENT MINUTES

Date: 24th June 2025

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To divide workload and discuss about the classes to be taken by the faculty members of department of English.
- To discuss regarding the guidance to be done to students the students.
- To discuss regarding updation of pending departmental records.

Minutes of the Meeting:

- There was discussion regarding division of papers to be taught for 5th and 3rd semester students.
- Faculty were asked to check the questionnaires of all the students assigned to them for CSP.
- All the records were checked and pending records were listed.

Resolutions

After discussion the faculty members of Department of English took the following resolutions:

1. It was resolved that the following papers would be dealt by the following faculty members:

Semester	Paper	Name of the faculty
V	English Language Teaching	Mrs P S K Durga
V	Skills and Procedures of Translation	Mrs K Mounika
V	Writing for Media	Mrs K Mounika
V	Critical Writing and Literary Appreciation	Mrs P S K Durga
III	An Introduction to Jacobean Period	Mrs P S K Durga
III	An Introduction to Restoration Period	Mrs K Mounika
III	An Introduction to Romantic Period	Ms K Karuna

2. Faculty were asked to guide students to update data available in the questionnaires of CSP in the web portal and guide students in writing log book.
3. The faculty decided to update marks of students dealt by them. The responsibility of updating CIA was given to Ms K Karuna.

DEPARTMENT MINUTES

Date: 19th July 2025

Time: 4 pm to 5 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss regarding the commencement of classes of certificate course in Indian Writings in English.
- To fix a date for library visit for the students of III BA Special English.
- To decide best practice for academic year 2025-26.
- To get update regarding completion of syllabus.

Minutes of the Meeting:

- It was decided that certificate course class would be conducted from 22nd July 2025.
- It was decided that Library visit for III BA Special English students for introducing various tools of translation will take place on 24th July 2025 during 1st, 2nd and 3rd period.
- It was decided that the best practices of the department would be to discuss GK and Current affairs with students and give coaching for APPGCET and APEDCET.
- It was informed that the classes are going smoothly and syllabus is being covered as planned.

Resolution

It was decided that certificate course class would be conducted from 22nd July 2025. It was decided that Library visit for III BA Special English students for introducing various tools of translation will take place on 24th July 2025.

DEPARTMENT MINUTES

Date: 24th August 2025

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To review regarding Mid-exams conducted.
- To discuss new syllabus uploaded by APSCHE.

Minutes of the Meeting:

- Discussed whether revision for Mid-exams was given or not.
- Faculty were asked to correct the mid papers at the earliest and show the answer scripts to the students.
- Collected question papers.
- Discussion on modified syllabus updated by APSCHE for academic year 2025-26.

Resolutions

The faculty members of Department of English finished revision for Mid-exams and conducted all the exams following the time table set by the college. Mrs K Mounika collected soft copies of all the papers dealt by Department of English and submitted it to Examination Section. The faculty members reviewed the modified syllabus updated by APSCHE. It was decided that 1st year General English classes for B.Sc. Maths, Physics, Computer Science Majors will be taken by Mrs K Mounika, classes for all B.A. groups will be taken by Mrs P S K Durga and B. Com. All groups and B.Sc. Botany, Zoology and Chemistry will be taken by Mrs K Karuna.

DEPARTMENT MINUTES

Date: 20th October 2025

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the dates for conducting Pre-BOS and BOS.
- Topics to be modified in the syllabus.
- Preparation of BOS file.

Resolutions

It was decided that Pre-BOS would be conducted on 22nd October 2025 from 11am to 12 pm. Topics to be modified would be discussed with the BOS members

and suggestions would be taken regarding this. The final suggestions would be included in the BOS meeting which would be conducted on 23rd October 2025. Faculty should submit syllabus, blue prints and question papers of the courses assigned to them. The final BOS file would be prepared by Mrs K Mounika.

DEPARTMENT MINUTES

Date: 6th November 2025

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the dates for conducting Bridge Course for students of I B.A. Special English and Remedial Classes for students of 5th semester.
- To discuss regarding Mid-exams 2 and Semester End Exams.
- To discuss about classes for students of 1st year General English and Special English.

Minutes of the Meeting:

- Discussion regarding the dates of Bridge.
- Discussion on dates and timings of remedial courses and the students for whom remedial course has to be conducted.
- Review of revision for Mid-exams.
- Review of classes of General English and Special English for students of I year.

Resolution

It was decided that Bridge Course would be conducted from 3rd November 2025 to 7th November 2025 from 4pm to 5pm. The faculty who wouldn't be taking Bridge Course classes shall take Remedial Classes for students of III and V semesters students during the same period.

DEPARTMENT MINUTES

Date: 18th December 2025

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss regarding the completion of syllabus for upcoming mid-exam for students of 1st year.
- To discuss the revision to be given for the students.

- Preparation of question papers for mid-exams.

Resolutions

After discussion it was observed that all the faculty members of Department of English have finished syllabus for conducting mid-exams for General English and Special English papers. The faculty members were asked to give revision for the topics selected for mid-exams. It was decided that each faculty member would prepare question papers for their respective classes and conduct exams as per the schedule given by COE.

DEPARTMENT MINUTES

Date: 21st January 2026

Time: 3 pm to 4 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To get update regarding the completion of syllabus.
- To discuss regarding revision for upcoming semester end exams.
- To discuss conducting remedial classes.
- Distribution of workload for students of IV semester.

Resolutions

After discussion it was observed that all the faculty members of Department of English have finished 95 percent of syllabus and there is need to revise grammar and phonetics topics. The syllabus for I B.A. Special English students is almost completed. It was decided that remedial classes for General English and Special English students will be conducted from 27th January 2026 to 30th January 2026 from 4pm to 5pm. It was decided that for the students of semester III, Major 9 paper will be taken by Ms K Karuna, Major 10 will be taken by Mrs K Mounika and Major 11 classes will be taken by Mrs P S K Durga.

DEPARTMENT MINUTES

Date: 2nd February 2026

Time: 10 am to 10.30 am

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss workload for semester II.
- To discuss organizing APedCET coaching classes.
- To discuss regarding supervision of Long-term Internship.

Resolutions

The faculty members are monitoring the attendance of students undergoing Long-term Internship every day and are occasionally visiting the place of Internship. It was decided that the classes for APedCET for students of III BA Special English will be started from 3rd February 2026 by Mrs P S K Durga and Mrs K Mounika would join taking the classes after returning from Rajahmundry after attending the autonomous workshop. It was decided that the General English classes for all B.A. groups and B.Sc. Maths, Physics and Computer Science will be taken by Ms K Karuna, classes for B.Com. General and Computer Applications will be taken by Mrs K Mounika and for B.Sc. Botany, Zoology and Chemistry will be taken by Mrs P S K Durga.

DEPARTMENT MINUTES

Date: 12nd March 2026

Time: 4 pm to 4.30 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the syllabus coverage and preparations to be made for Academic Audit.

Resolutions:

There was a review of syllabus covered by each faculty member. It was decided to speed up the syllabus coverage in view of gas shortage in students' hostel. All the records of the department were checked and the pending records to be updated were distributed among the faculty members for updation.

BEST PRACTICE

2025 - 2026

Department of English

Department Minutes

Date: 19th July 2025

Time: 4 pm to 5 pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss regarding the commencement of classes of certificate course in Indian Writings in English.
- To fix a date for library visit for the students of III BA Special English.
- To decide best practice for academic year 2025-26.
- To get update regarding completion of syllabus.

Minutes of the Meeting:

- It was decided that certificate course class would be conducted from 22nd July 2025.
- It was decided that Library visit for III BA Special English students for introducing various tools of translation will take place on 24th July 2025 during 1st, 2nd and 3rd period.
- It was decided that the best practices of the department would be to discuss GK and Current affairs with students and give coaching for APPGCET and APEDCET.
- It was informed that the classes are going smoothly and syllabus is being covered as planned.

Resolutions

After discussion the faculty members of Department of English took the following resolutions:

1. Faculty were asked to guide students to update data available in the questionnaires of CSP in the web portal and guide students in writing log book.
2. The faculty decided to update marks of students dealt by them. The responsibility of updating CIA was given to Ms K Karuna.

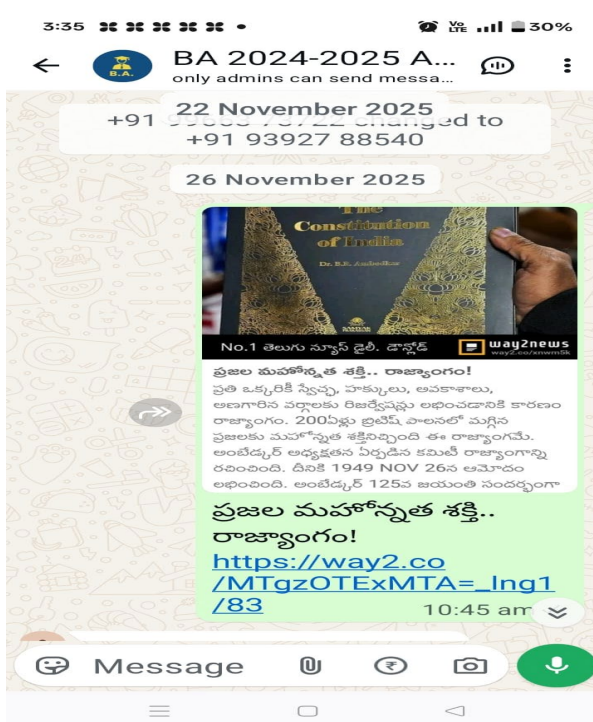
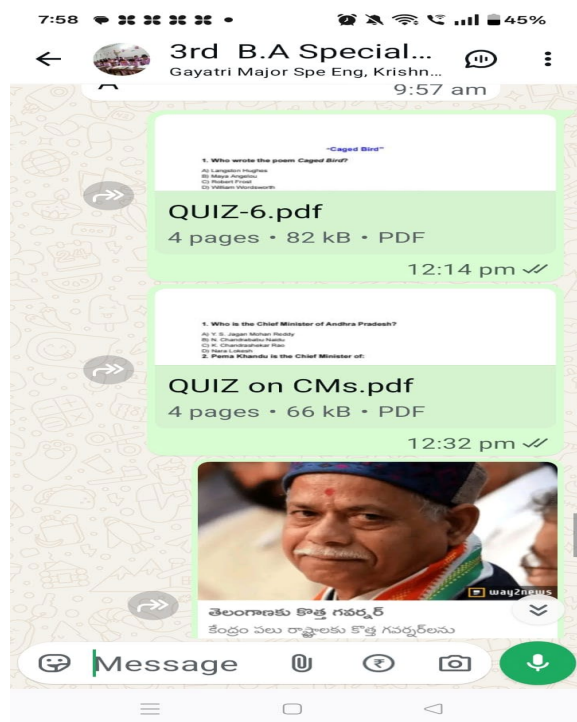
3. It was resolved that the faculty of Department of English would continue encourage the students of their respective classes to update the knowledge of general knowledge and current affairs by asking them to read newspaper, discuss current affairs in class, conduct quizzes and send GK and Current affairs related posts through WhatsApp.
4. It was resolved to discuss questions given in various SET exams and NET exams with the students of Special English to encourage students to study well.

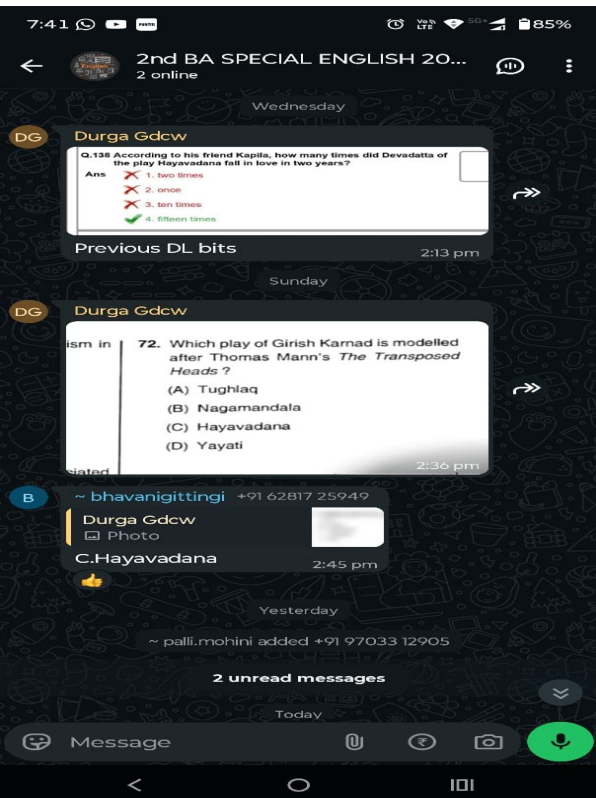
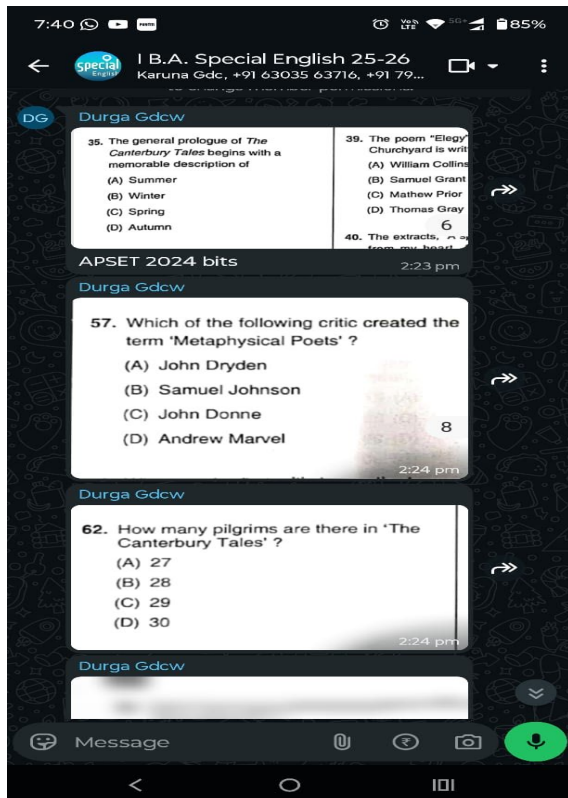
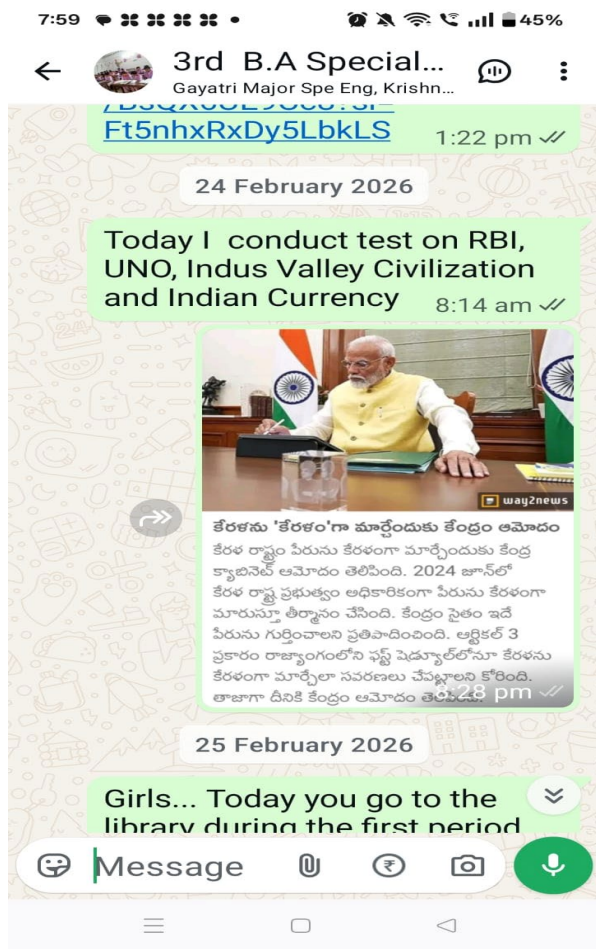
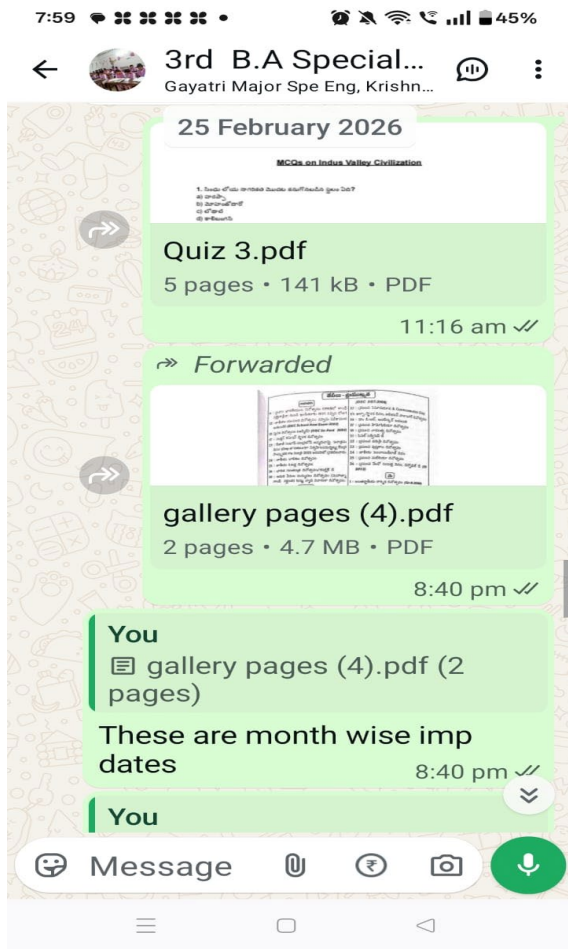
Outcomes

The students will be motivated to study for various competitive exams and get awareness regarding various events happening around the world. This will also improve listening and reading skills of students in English.

Student Feedback

Photos





VISIT TO COLLEGE LIBRARY

GOVERNMENT COLLEGE FOR WOMEN (A) SRIKAKULAM

DEPARTMENT OF ENGLISH

DEPARTMENT MINUTES

Date: 21st July 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

1. To discuss regarding the visit to college library and take required permissions.

Minutes of the Meeting:

1. Department of English decided conduct a visit to college library for students of III B. A. Special English to show various tools of translations available in the library.
2. Permission has to be taken from the Principal and Librarian.

Resolution

After thorough discussion the Department of English resolved to conduct a Field Visit to College library on 24th July 2025 for students of III B. A. Special English.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 22nd July 2024
Place: Srikakulam

Sub: Request to grant permission to conduct a field visit to the College library.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize an educational trip to our college library for the students of II and III B. A. EHP on 21st December 2023. The visit to college library will help students to see and know different tools of translations available in our library. Also, we would like to conduct a Handson Practice Session to use various online websites available for the translators using the desktops and internet facility in the library.

We also request you to allow us to make changes in the time table of the students on the 24th July 2023 by taking permission from the concerned faculty.

Thanking you.

Yours faithfully,
Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

NOTICE

Date: 19th December 2023

Place: Srikakulam

All the students of II and III B. A. EHP are informed to assemble in Room no. 12 to go to visit College Library on 21st December 2023 at 11 am. Don't carry any bags and bring a pen, notebook and library cards along with you.

Signature

BREIF NOTE ON THE ACTIVITY

The Department of English conducted a field visit to the College Library on 21st December 2023 at 11 am. Students of II and III B. A. Special English participated in the visit. The field visit was organized to show students encyclopaedia, thesaurus, different dictionaries and English books for competitive purpose.

A live demonstration of online websites used by the translators like Linguee, Translator's Café, Microsoft Translator, Google Translate, Online thesaurus, dictionaries and others were demonstrated to the students.

After seeing all the books, a small activity was conducted to the students. The students were divided into batches and were asked to look at various novels kept in English section selves and remember the names of the authors. Later a quiz was conducted asking the names of the books and their authors. The students thoroughly enjoyed the quiz.

College library was chosen for field visit because of lack of any other good libraries in the immediate surroundings.

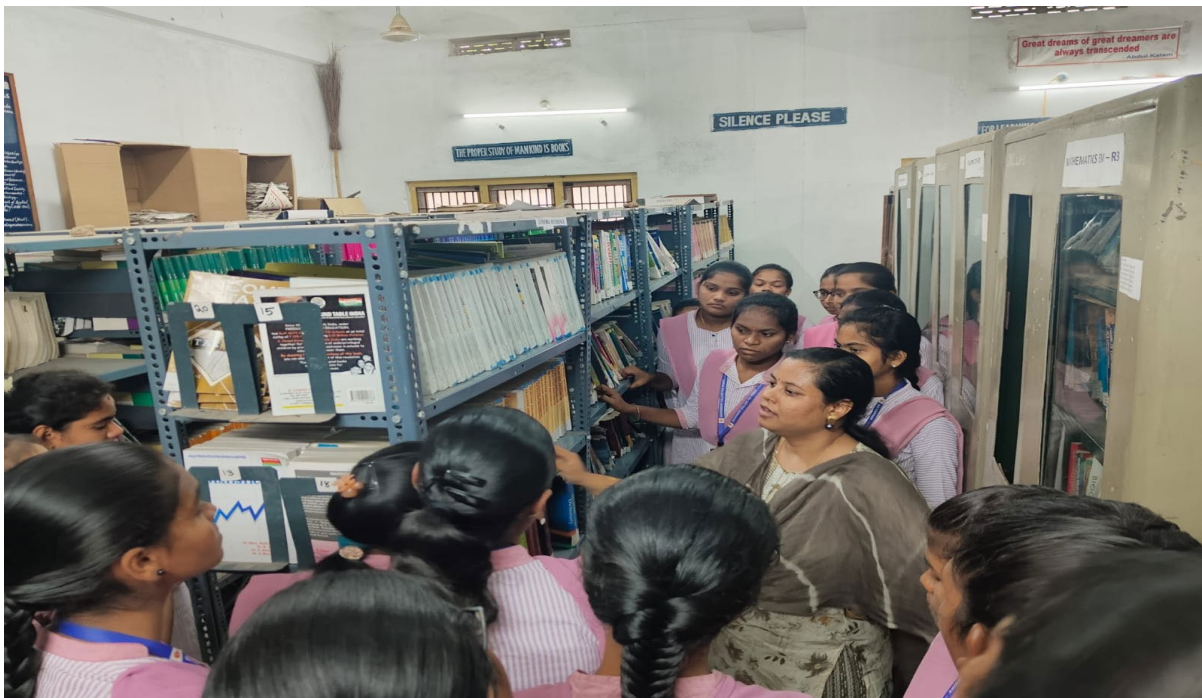
AIMS AND OBJECTIVES

- To introduce students to various tools of translations.
- To give hands on practice of various online website helpful for translations.
- To show various books useful to attempt competitive exams like APSET, UGC NET, CUCET.

OUTCOMES

The students got to see various encyclopaedia, thesaurus and dictionary collection available in college library which are not accessible to everyone. They were amazed to see rare dictionaries like Dictionary of Old English, Dictionary of Shakespeare, Dictionary of Slang Words, Medical dictionaries and other collections which they studied as tools of translations. Some of the students issued books which were shown as useful for competitive exams to them. The students expressed their happiness for the guided tour to the library.

PHOTOS



AIMS AND OBJECTIVES

- Understanding of sound system in English.
- Learning phonetic transcription for effective pronunciation.
- Using phonetics to avoid mother tongue influence on English pronunciation.

DAY WISE SCHEDULE

S. No.	Date	Topic
1.	27/01/2025	Introduction to Phonetics
2.	28/01/2025	Importance of learning phonetics
3.	29/01/2025	Organs of Speech
4.	30/01/025	Active Articulators
5.	01/02/2025	Passive Articulators
6.	02/02/2025	Features of Consonant sounds
7.	03/02/2025	Features of Consonant sounds
8.	04/02/2025	Place of articulation
9.	05/02/2025	Place of articulation
10.	06/02/2025	Manner of articulation
11.	07/02/2025	Manner of articulation
12.	10/08/2025	Features of Vowel Sounds
13.	11/08/2025	Features of Vowel Sounds
13	12/08/2025	Classification of Vowels
14	13/08/2025	Classification of Vowels
15	14/08/2025	Diphthongs
16	15/08/2025	Classification of Diphthongs
18.	17/08/2025	Classification of Diphthongs
19.	18/08/2025	Transcription practice
20.	19/08/2025	Transcription practice
21.	20/08/2025	Transcription practice
22.	21/08/2025	Syllable Divison
23.	22/08/2025	Word Stress in English
24.	24/08/2025	Identification of Word Stress
25.	25/08/2025	Functional Stress Intonation
26.	28/08/2025	British vs. American English
27.	01/03/2025	Functional Stress

28.	03/03/2025	Rules of Stress
29.	04/03/2025	Rules of Stress
30.	05/03/2025	Stress identification
31	06/03/2025	Stress identification
32	10/03/2025	Intonation in English
33	11/03/2025	Types of tones in English
34	12/03/2025	Falling tone
35	13/03/2025	Rising tone
36	19/03/2025	Falling tone
37	20/03/2025	Identification of tone
38	21/03/2025	Identification of tone
39	22/03/2025	Reading Practise
40	25/03/2025	Reading Practise
41	26/03/2025	Pronunciation problems of Indian speakers
42	27/03/2025	Pronunciation problems of Indian speakers
43	28/03/2025	Evaluation
44	29/03/2025	Evaluation
45	1/04/2025	Evaluation

OUTCOMES

The students learnt the sounds and English and their features. As many students pursuing B.A. in Special English aspire to become teachers and lecturers. Phonetics is a common topic in the syllabus of all schools and colleges. Also, many questions in various competitive exams are asked from Phonetics.

Student Feedback

Photos



FIELD TRIP TO ANITS LANGUAGE LAB

Department of English

DEPARTMENT MINUTES

Date: 28th March 2025

Time: 4pm to 4.30pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the arrangements to be made to organize a field trip to visit ANITS English Language Lab and Thotlakonda in Visakhapatnam.

Minutes of the Meeting:

1. Department of English has resolved to conduct a field visit to ANITS English Language Lab for students of III- and II-years B.A. Special English Major and other students of various majors of B.A. to support certificate course being conducted on Phonetics.
2. The responsibility to talk to the management of ANITS college was taken by Mrs. K. Mounika.
3. The responsibility to arrange for the transportation was taken by Ms K Karuna.
4. The responsibility to make additional purchasing was taken by Mrs P Kanaka Durga.
5. It was decided that the field trip would be tentatively scheduled on 3rd April 2025.

Resolutions

After discussion the Department of English resolved to conduct a Field Visit to ANITS English Language Lab and Thotlakonda in Visakhapatnam on 3rd April 2025 for students of II and III B. A. Special English majors and other students of B.A. majors. The field trip to English Language Lab will help students to know the uses of English Language Lab and improve their communication skills.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 29th March 2025

Place: Srikakulam

Sub: Request to grant permission to conduct a field visit to ANITS English Language Lab and Thotlakonda in Visakhapatnam.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize an educational trip to ANITS English Language Lab for the students of II and III B. A. Special English majors and other students of B.A. majors on 3rd April 2025. The field visit will help students to understand the functioning of English Language Lab, its uses and its importance in improving the pronunciation and communication skills in English. Visit to Thotalakonda will help students to understand the history of Buddhism in Visakhapatnam and Srikakulam districts. This visit will also act as recreation for the students. The students will be taken to field trip in RTC buses at 7.30 am from college campus. Six faculty will accompany and monitor the students during the field visit.

Hence, we request you to permit us to take the students for field trip. List of students going for the field trip along with their personal details is attached to this letter.

Thanking you.

Yours faithfully,
Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

GOVERNMENT COLLEGE FOR WOMEN (A) SRIKAKULAM

DEPARTMENT OF ENGLISH

NOTICE

Date: 29th March 2025

Place: Srikakulam

A field visit to ANITS college English Language Lab and Thotlakonda is planned for the students of II- and III-years B.A. all Majors on 3rd April 2025. Interested students can give their names to your respective department in-charges before 1st April 2025. The students should also submit consent letters of your parents, guardians or hostel wardens.

Signature

BREIF NOTE ON THE ACTIVITY

The Department of English conducted a field visit to English Language Lab of Anil Neerukonda Institute of Technology and Sciences, Bheemunipatnam, Visakhapatnam and Thotlakonda. About 130 students of II- and III-years B.A. majors attended the field trip in two RTC buses. The buses started at 8 am in Srikakulam at college campus and reached to ANITS college campus at 11am. The students were divided into two batches were given a tour of two ELL labs in ANITS campus. The students were made to participate in various activities in ELL which is supported by SANAKO software. The students participated in the following activities during the visit to ELL Lab:

- Practise of English phonetic sounds.
- Dialogue practise with video recording for future review and feedback from other students.
- Solving comprehensive passages.
- Online games for grammar practise.
- Online games to improve pronunciation.

Students felt benefited by the field visit and expressed their opinion that daily practise of activities in this manner would help them to improve their English communication skills.

The students were taken to Thotlakonda hills which is a famous Buddhist tourist spot in Visakhapatnam. The park behind the stupas on Thotlakonda hills was surrounded by bougainvillea plants and so Kamala Das's poem *The Wild Bougainvillea* was discussed with the students. The students of Special English enjoyed the explanation of the poem enjoying the scenic beauty of the surroundings. They learnt the history of Buddhist stupas of Thotlakonda hills from a tourist guide and after exploring the place they were brought back to college premises by 9pm.

AIMS AND OBJECTIVES

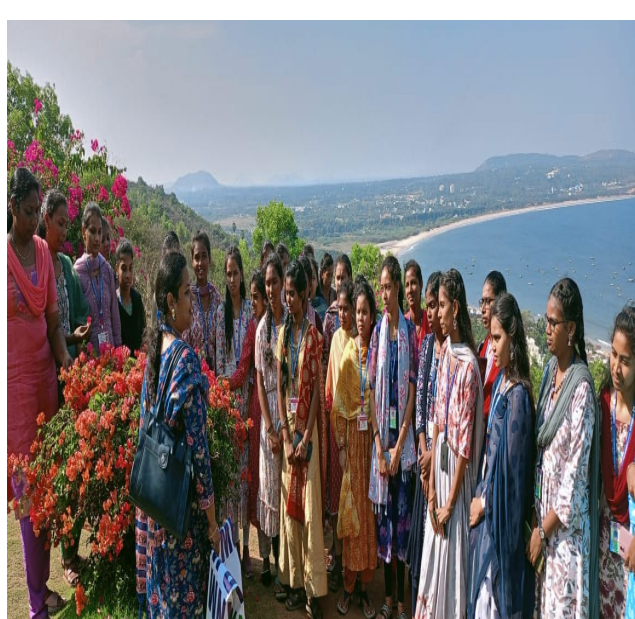
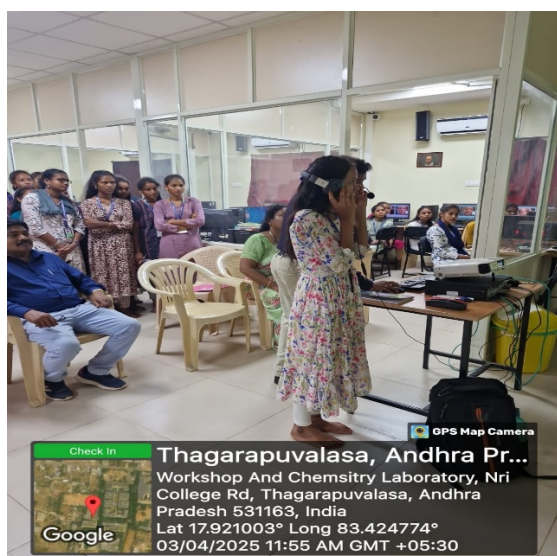
- To make students know the uses of ELL to improve communication skills.
- To practice phonetic sounds using ELL equipment to support Value Added Course on Phonetics.
- To make students know the history of Buddhist sites located in Visakhapatnam.

OUTCOMES

The students came to know how ELL lab looks and its importance. They expressed their interest to learn English through ELL.

LIST OF STUDENTS ATTENDED THE FIELD TRIP

PHOTOS



FIELD TRIP TO NIJAM NEWSPAPER OFFICE

Department of English

DEPARTMENT MINUTES

Date: 30th October 2025

Time: 4pm to 4.30pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss the arrangements to be made to organize a field trip to visit NIJAM newspaper.

Minutes of the Meeting:

1. Department of English has resolved to conduct a field visit to NIJAM newspaper for the students of III- and II-years B.A. Special English Majors in order to get practical exposure for topics prescribed under Writing for Media paper.
2. The responsibility to talk to the management of Nijam newspaper and take permission was taken by Mrs. K. Mounika.
3. The responsibility to arrange for the transportation was taken by Ms K Karuna.
4. The responsibility to make additional purchasing was taken by Mrs P Kanaka Durga.
5. It was decided that the field trip would be tentatively scheduled on 1st November 2025.

Resolutions

After discussion the Department of English resolved to conduct a Field Visit to Nijam newspaper office beside Hostel Nagavali, Srikakulam on 1st November 2025 for students of II and III B. A. Special English. The field trip to Nijam newspaper office will help students get practical exposure in collecting news, designing newspaper pages, editing, printing of newspaper and knowing the ethics and responsibilities of a newspaper.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 29th March 2025

Place: Srikakulam

Sub: Request to grant permission to conduct a field visit to Nijam newspaper office in Srikakulam.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize an educational trip to Nijam newspaper office for the students of II and III B. A. Special English majors on 1st November 2025. The field visit will help students to practically learn the process of printing a newspaper and understand the ethics and responsibilities of a newspaper. The students will be taken to field trip in pre-booked autos at 10.15am from college campus. All three faculty of department of English will accompany 54 students of II and III B.A. Special English majors.

Hence, we request you to permit us to take the students for field trip. List of students going for the field trip along with their personal details is attached to this letter.

Thanking you.

Yours faithfully,
Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

GOVERNMENT COLLEGE FOR WOMEN (A) SRIKAKULAM

DEPARTMENT OF ENGLISH

NOTICE

Date: 31st October 2025

Place: Srikakulam

A field visit to Nijam newspaper office is planned for the students of II- and III-years B.A. all Majors on 1st November 2025. Interested students are requested to give their names to the faculty of English department by 4pm today. The students should also submit consent letters of your parents, guardians or hostel wardens.

Signature

BREIF NOTE ON THE ACTIVITY

The Department of English conducted a field visit to Nijam newspaper office, beside hotel Nagavalli, Srikakulam. 42 students of II- and III-years B.A. majors attended the field trip in pre-booked autos. Nijam is a Telugu daily newspaper circulated locally in Srikakulam. The students of II and III B.A Special English majors started at 10.15am from college campus and reached Nijam office at 10.40am. The students first interacted with the editor of Nijam newspaper Taekwondo Srinivas and senior DD news senior Mr P Viswanath who was present in the office that day. The students interacted with the management of Nijam newspaper and came to know regarding the opportunities available in the field of journalism, attributes required for a journalist, how news is collected and about Nijam newspaper. The students then witnessed how news articles are typed and aligned in the system. Next, a blue print of each page of the newspaper was printed on a metal sheet and students were shown the process of printing in the office.

AIMS AND OBJECTIVES

- To make students know the opportunities available in the field of journalism.
- To make students know the process of news collecting and printing.
- To make students interact with real life journalists to know the challenges in the field of media.

OUTCOMES

The students came to know the process of collecting the news. They saw a newspaper office and the process of printing newspaper for the first time. The students came to know the skills which need to be developed to become a journalist. The came to know the challenges in the field of journalism.

STUDENT FEEDBACK

LIST OF STUDENTS ATTENDED THE FIELD TRIP

PHOTOS



APPGCET AND APEdCET COACHING

2024-2025

Department of English

DEPARTMENT MINUTES

Date: 28th March 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss regarding the inauguration of coaching classes for APPGCET and APEdCET for all students in the college.

Minutes of the Meeting:

- APPGCET and APEdCET coaching for students of III BA EHP.
- APEdCET grammar classes for all final year students of the college.
- Invite Mr P Sudhakar Rao, Retired Lecturer in English to take classes.

Resolution

After discussion the Department of English resolved to organize coaching for APPGCET and APEdCET from 2nd April 2025 to 2nd May 2025. It was decided that classes for the first 15 days will be taken only for the students of III BA EHP for APEdCET and APPGCET English syllabus. The grammar and general awareness classes for APEdCET for students of all groups will be conducted from 21st April 2025 to 1st May 2025. It was decided to invite Mr P Sudhakar Rao, Retired Lecturer in English to take a few classes on grammar and literature for the benefit of the students.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 29th March 2025

Place: Srikakulam

Sub: Request to grant permission to organize coaching for APPGCET and APEDCET in college.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize coaching classes for interested students in English grammar, literature and general awareness which will be useful for upcoming for APPGCET and APEDCET entrance exams. The classes will be conducted during the morning session from 10am to 1pm without disturbing the internship hours of the students. These classes were planned to be organised on the request of the students who wanted to appear for various entrance exams.

Hence, we request you to permit us to organise the classes and allow us to take the help of Mr P Sudhakar Rao, Retired Lecturer in English, an experienced and dedicated faculty of our college who is ready to extend his support by taking classes to the students.

Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to conduct classes for English grammar, literature and general awareness useful for APPGCET (English) and APEDCET (Paper 1) for students of final year. The classes for APPGCET (English) and APEDCET (English) will be held from 2nd April 2025 to 1st May 2025 from 10am to 1pm. The classes for English grammar and General Awareness will be held from 21st April 2025 to 1st May 2025 from 11am to 1pm. Interested students can fill the Google document which will be sent to your WhatsApp groups by your respective mentors.

Signature

AIMS AND OBJECTIVES

- To train students to get good scores in APPGCET and APedCET.
- To strengthen English grammar and General Awareness of the students so that they can score good marks in APedCET Paper 1.
- To discuss aspects of English grammar and General Awareness which will be useful for other job oriented competitive exams.

DAY WISE SCHEDULE:

For students preparing for APedCET (English)

S. No.	Date	Topic
1	1/04/2025	Introduction class
2	2/04/2025	Background to Old English, Middle English and The Renaissance Period
3	3/04/2025	Literary terms given in the syllabus
4	4/04/2025	Controlling the Tongue and Spenserian Sonnet
5	5/04/2025	Dr Faustus
6	7/04/2025	An Apology to Poetry
7	8/04/2025	Background of Elizabethan and Jacobean Period
8	9/04/2025	Literary Terms
9	11/04/2025	Twelfth Night
10	12/04/2025	For Whom the Bell Tolls and Its not Growing like a Tree
11	15/04/2025	Poetics
12	16/04/2025	Background of Restoration and Augustan Literature
13	17/04/2025	Literary Terms
14	19/04/2025	The Place of the Damned and Upon the Disobedient Children
15	21/04/2025	A Lady's Diary, Advice in Love and Preface to Shakespeare
16	22/04/2025	Background of Romantic and Victorian Literature
17	23/04/2025	Literary Terms
18	24/04/2025	She Stoops to Conquer
19	25/04/2025	Pride and Prejudice
20	26/04/2025	Study of Poetry
21	28/04/2025	Poetry (Glimpses of World Literature)
22	29/04/2025	Silence the Court is in Session and July's People
23	30/04/2025	Literary Criticism
24	1/05/2025	10 th class English Textbook
25	2/05/2025	10 th class English Textbook
26	3/05/2025	10 th class English Textbook
27	5/05/2025	Intermediate 1 st year English Textbook
28	6/05/2025	Intermediate 1 st year English Textbook
29	7/05/2025	Intermediate 2 nd year English Textbook
30	8/05/2025	Intermediate 2 nd year English Textbook

For students preparing for APedCET (Subjects other than English)

S. No.	Date	Topic
1	16/04/2025	Solving Reading Comprehension tricks
2	17/04/2025	Articles and Prepositions
3	19/04/2025	Tenses
4	21/04/2025	Tenses
5	22/04/2025	Synonyms and Antonyms
6	23/04/2025	Synonyms and Antonyms
7	24/04/2025	Transformation of sentences (Simple, Compound and Complex)
8	25/04/2025	Transformation of sentences (Simple, Compound and Complex)
9	26/04/2025	Transformation of sentences (Voice)
10	28/04/2025	Transformation of sentence (Voice)
11	29/04/2025	GK (India and its neighbours)
12	30/04/2025	GK (History imp bits)
13	1/05/2025	GK (Geography of India)
14	2/05/2025	GK (General Science)
15	3/05/2025	GK (General Science)

Outcomes

The students felt benefitted by the classes and expressed that they felt confident to attempt entrance exams.

STUDENTS FEEDBACK

PHOTOS



PARENTS TEACHER'S MEETING

Department of English

DEPARTMENT MINUTES

Date: 22nd January 2025

Time: 4pm to 5pm

Venue: Department of English

Chairperson: Mrs. K. Mounika

Members Present: Mrs P. S. K. Durga and Ms K Karuna

Agenda:

- To discuss conducting Parents-Teacher Meeting for the students II and III B.A. Special English.

Minutes of the Meeting:

- Discussed on dates for Parents-Teacher Meeting.
- Discussed arrangements to be made for PTM.

Resolution

After discussion the Department of English resolved to conduct PTM on 23rd January 2026. Arrangements for refreshments will be taken care by Ms K Karuna.

Signatures

PERMISSION LETTER OF THE PRINCIPAL

To,
The Principal,
Government College for Women (A) Srikakulam
Srikakulam

Date: 23rd January 2026

Place: Srikakulam

Sub: Request to grant permission to organize Parents-Teacher Meeting for students of II and III B.A. Special English.

Respected sir,

I, Mrs. K. Mounika, Head of the Department of English on behalf of our department would like to seek your permission to organize a Parents-Teacher Meeting for the students of II and III B.A. Special English on 24th January 2026 in the Department of English from 9 am to 1pm. This meeting would be conducted to discuss the academic performance of the students with their parents, give counselling to parents to permit their wards to go for higher education and discuss the higher education opportunities available for the students of English.

Hence, we request you to permit us to organise the PTM for the students.
Thanking you.

Yours faithfully,

Mrs K. Mounika,
Lecturer in English,
GCW (A) Srikakulam

Government College for Women (A) Srikakulam

Department of English

CIRCULAR

The Department of English of Government College for Women (A) Srikakulam is going to conduct a Parent-Teachers Meeting for all the students of II and III B.A. Special English on 24th January 2026 from 9am to 1 pm in the Department of English. All the students must inform this to your parents and ask them to come to college.

Signature

AIMS AND OBJECTIVES

- To create harmonious relationship between the parents and the management of the college.
- To inform the academic performance of the students to their parents.
- To motivate the parents to allow their children to pursue higher education and discuss career opportunities of their wards with their parents.

BRIEF DESCRIPTION OF THE PROGRAM

The PTM held by the department of English began at 10 am and parents of few students met the faculty of English and the academic performance of the students was reviewed. The parents of final year students were given counselling regarding the benefits to pursuing higher studies and the courses which can be pursued by the students in future. Many parents had called the faculty and spoke regarding their children on phone. They expressed their regrets for not attending PTM because of long distance travelling and personal works.

Signature of the Parents

PHOTOS

