



**CHRIST**  
COLLEGE (AUTONOMOUS)  
IRINJALAKUDA, KERALA

**Certificate Course**  
By Dept. of English (Aided)

# English

For Professional & Placement Success

## Course Highlights

- Practical Sections in Language Lab
- Industry Oriented Course Design
- Hands On Training

## Course Coordinator

Dr. Anusha Mathew

## Instructors

Asst. Prof. Bibin Thomas

Dr. Stenza Augustine



## ENGLISH FOR PLACEMENT AND PROFESSIONAL SUCCESS - CPCC49

Contact Hrs/Week	Credit
3 Hr/Week	3

### Course Objectives:

- To equip students to face placement interviews confidently.
- To provide optimal focus on the communication skills required for placements as well as in future professions.
- To enable the students to draft official correspondences and presentations professionally.
- To make the students aware of the need for grooming and proper body language in a profession

### Learning outcomes:

- The students will have better communication skills and confidence to face the placement interviews.
- The students will improve their professional etiquettes along with the mastery in linguistic skills.
- The students will learn to prepare resume, draft official mails and make presentations in a professional manner.

## **Course Outline**

### **Module I: Writing Skills**

Job application: CV/Resume – Covering Letter – Job Enquiry – Online and Offline; Letters:  
Acceptance Letter – Leave letter – Letter for Appraisal – Resignation

### **Module II: Interview and Presentation Skills**

PPT: Preparation and Presentation – Public Speaking: Opening, Style and Closing –  
Introduction to Interview Skills – Interview Techniques – Interview Etiquettes – Group  
Discussion – Common Interview Questions.

### **Module III: Practical**

Mock Interviews – GD Sessions – Career Lab – Mock tests

# A report on the Certificate course *English for Placement and Professional Success*

The Department of English at Christ College (Autonomous), Irinjalakuda, recently concluded a successful certificate course titled "English for Placement and Professional Success." This initiative aimed to enhance students' communication skills crucial for their professional growth. With 47 participants, the course was designed to equip students with both linguistic and soft skills.

Over several weeks, students engaged in interactive sessions focusing on improving spoken and written English. They received practical guidance on crafting compelling resumes and cover letters, and learned essential interview etiquette and presentation techniques. The program's goal was to bridge the gap between academic learning and the professional world, preparing students to excel in job interviews and thrive in their careers. Through this course, participants gained valuable skills to boost their employability and professional success.

	<b>K SETHULAKSHMY</b> Student		<b>DAYA.A.D</b> Student
<b>PROFILE</b> Functional English student. I am a student with strong determination, progressive thought and hardwork. I am looking forward to work in a firm where I can utilize my strength and talent for positive societal growth.	<b>EDUCATION</b> <b>CHRIST COLLEGE IRINJALAKUDA</b> Pursuing BA degree in Functional English <b>ST JOSEPH HSS MATHILAKAM</b> Qualified higher secondary education with 97% in 2023.	<b>PROFILE</b> Functional English Student. I consider myself a responsible and orderly person. I am looking forward to working with a reputed company to gain valuable experience.	<b>EDUCATION</b> <b>CHRIST COLLEGE, IRINJALAKUDA</b> Pursuing BA in Functional English <b>VIVEKODAYAM BOYS HSS, THRISSUR</b> Qualified higher secondary education with 98% (2021-23)
<b>CONTACT ME</b> 8113810951 sethulakshmy332@gmail Kaipamangalam 12, opposite KSER office, Thrissur, Kerala, 680681	<b>LANGUAGE</b> English Malayalam Tamil Hindi ( writing&reading only)	<b>CONTACT ME</b> 8078031906 dayaa6825@gmail.com S S Cottage (Sadastvam) Chirakkakode, Thrissur	<b>LANGUAGE</b> English Malayalam
	<b>SKILLS</b> Good Communication Leadership quality Writing Organizing skill		<b>SKILLS</b> Creative writing Leadership quality Communication skills
	<b>EXPERIENCE</b> Worked as an intern at Truecopy think media in Kozhikode. Worked as a newsreader in Sanskrit department of Christ College Irinjalakuda. Working as an intern at @storilessocial organized by Sangeetha Janachandran.		<b>EXPERIENCE</b> Worked as an intern at IIMAD,Thiruvananthapuram. Worked as a member of college Newsletter. Worked as a resource person for 'Jalam Balolsavam',an initiative for children by Kerala Sasthra Sahithya Parishad in 2022-23.





Attendance Register		for the month of FEBRUARY	
No.	Name	Class	Leave absent
269	EMERSON P J	AN	
270	EVA BEKA JOHNAN	AN	
271	ERABELLA DEEPA	AN	
272	JIVAN KEDI	AN	
273	JOSAN K JOY	AN	
274	K SETHULAKSHMI	AN	
275	LADIVA V A	AN	
276	MEERA K H	AN	
277	KRISHA DINDR	AN	
278	AIRYANA K LALJI	AN	
279	PAVITHRA K V	AN	

  

Teachers Attendance Register		for the month of FEBRUARY	
No.	Name	Class	Leave absent
278	KEDIN DIAL	AN	
279	EMERSON P J	AN	
280	EVA BEKA JOHNAN	AN	
281	ERABELLA DEEPA	AN	
282	JIVAN KEDI	AN	
283	JOSAN K JOY	AN	
284	K SETHULAKSHMI	AN	
285	LADIVA V A	AN	
286	MEERA K H	AN	
287	KRISHA DINDR	AN	
288	AIRYANA K LALJI	AN	

  

Attendance Register		for the month of FEBRUARY	
No.	Name	Class	Leave absent
255	ANTHONY JOYAN	AN	
256	AMZILA AMEER	AN	
257	APARNA ANJENDRAN	AN	
258	ARAB SUNDHAKUMAR	AN	
259	ASHIA A A	AN	
260	BLESSY WILSON	AN	
261	BRINHA NARJA	AN	
262	C S NORRIENTES	AN	
263	DARSHANA K DIJU	AN	
264	DAYA AD	AN	
265	DELANA DAVIS	AN	
266	DEVYAN L VETIKATH	AN	

  

Attendance Register		for the month of FEBRUARY	
No.	Name	Class	Leave absent
241	ABHIRAM M H	AN	
242	ADARSH P SATHYAN	AN	
243	AFAF NUNEIN	AN	
244	ANURAGAKUTHAAR	AN	
245	ARINHA T M	AN	
246	ALVIN K S	AN	
247	AMAL MANJUNATHAN	AN	
248	ANALILISA PA	AN	
249	ANITHA M MURALI	AN	
250	ANABHA P	AN	

Geotag pictures



## Certificate filled sample photo



## Online Examination and Certificate Distribution

