



**LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

**LOYOLA COLLEGE, CHENNAI-34**

**VALUE ADDED COURSES 2015 - 2016**

<b>Course Type</b>	Year of offering	No of times offered during the same year	No of students enrolled in the year	No of Students Enrolled from Loyola	No of students completing the course in the year	No of Students Completed from Loyola
English Basic	2015- 16	1	18	3	15	3

PAMPHLET

# LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)

LOYOLA COLLEGE, CHENNAI - 600 034

ADMISSIONS OPEN 2015-2016



## **COURSES OFFERED**

### **Value added courses**

English Basic (3 to 8 Months)  
**(Only on Weekends)**

### **Competitive Exams**

XAT (9 Months)  
**(Only on Weekends)**

For More Details Contact :

### **LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

JT-24, 3rd Floor, Jubilee Building,  
Loyola College, Chennai - 600 034.

Ph: 044 2817 8324 / +91 9789016557

E-mail : [live@loyolacollege.edu](mailto:live@loyolacollege.edu)

**CIRCULAR**



## LOYOLA INSTITUTE OF VOCATIONAL EDUCATION

LOYOLA COLLEGE (Autonomous), Nungambakkam, Chennai - 600 034.

Tel : 2817 8200 Extn.: 324, Cell : 97890 16557, Fax : 044 - 2817 5566

E-mail : [live@loyolacollege.edu](mailto:live@loyolacollege.edu), Homepage : [www.loyolacollege.edu/live.html](http://www.loyolacollege.edu/live.html)

### ANNOUNCEMENT

06/07/2015

Registration for the short term certificate course on English Basic is open. Classes for the same will commence from 1<sup>st</sup> week of August 2015. Interested students can contact LIVE office.

#### For further details

LIVE office  
Room No-JT-24  
3<sup>rd</sup> Floor Jubilee Building



Director

A.P. ARUN KANNAN, M.B.A., M.Phil.  
Director - LIVE  
Loyola College, Chennai-600 034.

*"Let Your Light Shine"*

## SYLLABUS - ENGLISH BASIC

### Syllabus for English Basic

#### Basic English

##### I - Parts of Speech

1. Noun
2. Adjective
3. Pronoun
4. Verb
5. Adverb
6. Preposition
7. Conjunction
8. Interjection

##### Application:

How these definitions are used to create a sentence.

Example: I went to meet my friend at the airport yesterday.

I – Subject; went – Verb; to meet my friend at the airport yesterday – object

I – personal pronoun (parts of speech)

Went – verb in past tense (parts of speech)

To – preposition (parts of speech)

Meet – verb in present tense (parts of speech)

'To meet' – infinitive in English

My – adjective (parts of speech)

Friend – noun (parts of speech)

At – preposition (parts of speech)

The – definite article

Airport – noun (parts of speech)

Yesterday – adverb (parts of speech)

##### Note:

Every word in a sentence is grammatically defined and those words are from Parts of Speech. If you learn parts of speech, you can frame any sentence on your own.

## II - Sentence Structures

1. Simple Sentence
2. Compound Sentence
3. Complex Sentence
4. Conditional Sentences
5. Strong Sentence

Note:

Few examples will be given for every sentence structure and the students will be asked to write sentences on their own.

## III - Tenses

1. Simple Present Tense
2. Present Continuous Tense
3. Present Perfect Tense
4. Present Perfect Continuous Tense
5. Simple Past Tense
6. Past Continuous Tense
7. Past Perfect Tense
8. Past Perfect Continuous Tense
9. Future Tense
10. Future Continuous Tense
11. Future Perfect Tense
12. Future Perfect Continuous Tense

Note:

Every tense will be taught with 3 sentence types:

1. Affirmative
2. Interrogative
3. Negative
4. The sentences will be formed based on First, Second and Third person Singular and Plural.
5. 18 sentences per tense
6.  $18 \times 12 = 216$  sentence structures will be taught

## IV - Voices

1. Active Voice



2. Passive Voice

Note:

Following the format of every tense mentioned above a passive sentence will be formed.

## V – Phonetics

1. Pronunciation
2. Split of syllables

## VI – Writing

1. Sentence creation using sentence structures
2. How to write an answer to a question?

## VII – Speaking

1. How to tackle questions and prepare answers
2. How to create multiple answers to a question

  
A.P. ARUN KANNAN, M.B.A., M.Phil.  
Director - LIVE  
Loyola College, Chennai-600 034.

**2015-2016**



**LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

**LOYOLA COLLEGE, CHENNAI-34**

**ATTENDANCE – ENGLISH BASIC**

STUDENTS ATTENDANCE FOR THE MONTH OF <u>August</u> ACADEMIC YEAR <u>2015-16</u>																	
DATE	<u>28/8/15</u>	<u>29/8/15</u>	<u>30/8/15</u>	<u>31/8/15</u>													
SUBJECTS																	
SESSIONS	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
Dept No	Name																
15-ENB-01	S. DEEPAN BABU	A	A	A	X	X	X	X	X	X	X	X	X	A	X	X	
15-ENB-02	INGABIRE CLARISSE	X	X	Y	X	X	X	X	X	X	X	X	Y	X	X	X	
15-ENB-03	U. PRIYANKA	X	X	Y	X	X	X	A	X	X	A	A	A	X	X	X	
15-ENB-04	MARY FLORENCE S	X	X	X	X	X	X	A	A	A	X	X	Y	A	A	A	
15-ENB-05	A. PANDIAN	A	X	X	X	X	X	X	X	X	X	X	Y	X	X	X	
15-ENB-06	M. JESTIN	A	X	Y	X	X	X	A	X	X	A	X	X	X	X	X	
15-ENB-07	G. VALARMATHI	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	
15-ENB-08	J. MARCELIN SUDHA	X	X	X	A	X	X	X	X	Y	X	X	Y	X	X	X	
15-ENB-09	V.A ABEL MATHEW	X	X	X	X	X	Y	X	X	X	X	X	Y	X	X	Y	
15-ENB-10	S. JACKULIN MARY	A	X	Y	A	A	A	X	X	X	A	A	A	X	X	Y	
15-ENB-11	R. RAJA	X	X	Y	X	X	Y	X	X	X	A	A	A	A	X	Y	
15-ENB-12	VIKASH RAJA	X	X	Y	A	X	Y	X	X	X	A	A	A	X	X	X	
15-ENB-13	B. REVANTH	X	X	Y	X	X	X	A	A	A	X	X	X	A	X	X	
15-ENB-14	V.A ABRO HARRIS	A	A	A	X	X	X	X	X	Y	A	X	Y	X	Y	X	
15-ENB-15	S.SOUNDARAJAN	X	X	Y	A	A	A	A	X	X	X	X	X	A	A	A	
15-ENB-16	PANDIARAJAN C	X	X	X	X	X	Y	A	X	X	X	X	X	X	X	X	
15-ENB-17	NIRMAL SP	X	X	X	A	X	X	X	X	X	A	X	Y	X	X	Y	
15-ENB-18	KOTEESWARI S	A	A	A	X	X	Y	A	X	X	A	A	A	X	X	X	
Faculty Signature																	



**LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

**LOYOLA COLLEGE, CHENNAI-34**

**ATTENDANCE – ENGLISH BASIC**

STUDENTS ATTENDANCE FOR THE MONTH OF <u>September</u> ACADEMIC YEAR <u>2016-16</u>																	
DATE		<u>6/9/15</u>				<u>13/9/15</u>				<u>20/9/15</u>							
SUBJECTS																	
SESSIONS		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Dept No	Name																
15-ENB-01	S. DEEPAN BABU	X	X	X		A	A	A		X	X	X		X	X	X	
15-ENB-02	INGABIRE CLARISSE	A	A	A		X	X	X		X	X	X		X	X	X	
15-ENB-03	U. PRIYANKA	X	X	X		X	X	X		X	X	X		A	A	A	
15-ENB-04	MARY FLORENCE S	X	X	X		A	X	X		A	X	X		X	X	X	
15-ENB-05	A. PANDIAN	X	X	X		A	X	X		X	X	X		X	X	X	
15-ENB-06	M. JESTIN	X	X	X		A	X	X		X	X	X		X	X	X	
15-ENB-07	G. VALARMATHI	X	X	X		X	X	X		X	X	X		A	X	X	
15-ENB-08	J. MARCELIN SUDHA	X	X	X		X	X	X		A	X	X		X	X	X	
15-ENB-09	V.A ABEL MATHEW	A	X	X		X	X	X		X	X	X		A	A	A	
15-ENB-10	S. JACKULIN MARY	A	A	A		X	X	X		X	X	X		X	X	X	
15-ENB-11	R. RAJA	X	X	X		X	X	X		X	X	X		X	X	X	
15-ENB-12	VIKASH RAJA	X	X	X		X	X	X		X	X	X		A	X	X	
15-ENB-13	B. REVANTH	A	X	X		A	A	A		X	X	X		X	X	X	
15-ENB-14	V.A ABRO HARRIS	X	X	X		X	X	X		A	X	X		X	X	X	
15-ENB-15	S.SOUNDARAJAN	X	X	X		X	X	X		A	A	A		A	X	X	
15-ENB-16	PANDIARAJAN C	A	X	X		X	X	X		A	A	A		X	X	X	
15-ENB-17	NIRMAL SP	A	A	A		A	X	X		X	X	X		X	X	X	
15-ENB-18	KOTEESWARI S	X	X	X		X	X	X		X	X	X		X	X	X	
Faculty Signature																	



**LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

**LOYOLA COLLEGE, CHENNAI-34**

**ATTENDANCE – ENGLISH BASIC**

STUDENTS ATTENDANCE FOR THE MONTH OF <u>October</u> , ACADEMIC YEAR																	
DATE		<u>14/10/15</u>				<u>11/10/15</u>				<u>18/10/15</u>				<u>25/10/15</u>			
SUBJECTS																	
SESSIONS		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Dept No	Name																
15-ENB-01	S. DEEPAN BABU	X	X	X	X	X	X	X	X	X	A	A	A				
15-ENB-02	INGABIRE CLARISSE	A	X	X	A	A	A	X	X	X	A	X	X				
15-ENB-03	U. PRIYANKA	X	X	X	X	X	X	A	X	X	X	X	X				
15-ENB-04	MARY FLORENCE S	X	X	X	A	X	X	X	X	X	A	X	X				
15-ENB-05	A. PANDIAN	X	X	X	X	X	X	X	X	X	X	X	X				
15-ENB-06	M. JESTIN	X	X	X	A	X	X	X	X	X	A	A	A				
15-ENB-07	G. VALARMATHI	A	A	A	X	X	X	A	X	X	X	X	X				
15-ENB-08	J. MARCELIN SUDHA	A	X	X	X	X	X	A	A	A	X	X	X				
15-ENB-09	V.A ABEL MATHEW	X	X	X	A	X	X	X	X	X	X	X	X				
15-ENB-10	S. JACKULIN MARY	X	X	X	X	X	X	A	X	X	X	X	X				
15-ENB-11	R. RAJA	A	X	X	X	X	X	X	X	X	X	X	X				
15-ENB-12	VIKASH RAJA	A	X	X	X	X	X	A	A	A	X	X	X				
15-ENB-13	B. REVANTH	A	A	A	X	X	X	X	X	X	A	X	X				
15-ENB-14	V.A ABRO HARRIS	X	X	X	A	X	X	X	X	X	A	A	A				
15-ENB-15	S.SOUNDARAJAN	X	X	X	X	X	X	A	A	A	X	X	A				
15-ENB-16	PANDIARAJAN C	X	X	X	A	X	X	X	X	X	X	X	X				
15-ENB-17	NIRMAL SP	X	X	X	A	X	X	X	X	X	X	X	X				
15-ENB-18	KOTEESWARI S	X	X	X	X	X	X	X	X	X	A	A	S				
Faculty Signature																	





**LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)**

**LOYOLA COLLEGE, CHENNAI-34  
ATTENDANCE – ENGLISH BASIC**

STUDENTS ATTENDANCE FOR THE MONTH OF <u>November</u> ACADEMIC YEAR _____																
DATE	<u>1/11/15</u>				<u>2/11/15</u>				<u>3/11/15</u>				<u>4/11/15</u>			
SUBJECTS																
SESSIONS	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Dept No	Name															
15-ENB-01	S. DEEPAN BABU															
15-ENB-02	INGABIRE CLARISSE															
15-ENB-03	U. PRIYANKA															
15-ENB-04	MARY FLORENCE S															
15-ENB-05	A. PANDIAN															
15-ENB-06	M. JESTIN															
15-ENB-07	G. VALARMATHI															
15-ENB-08	J. MARCELIN SUDHA															
15-ENB-09	V.A ABEL MATHEW															
15-ENB-10	S. JACKULIN MARY															
15-ENB-11	R. RAJA															
15-ENB-12	VIKASH RAJA															
15-ENB-13	B. REVANTH															
15-ENB-14	V.A ABRO HARRIS															
15-ENB-15	S.SOUNDARAJAN															
15-ENB-16	PANDIARAJAN C															
15-ENB-17	NIRMAL SP															
15-ENB-18	KOTEESWARI S															
Faculty Signature																



LOYOLA INSTITUTE OF VOCATIONAL EDUCATION (LIVE)

LOYOLA COLLEGE, CHENNAI-34

ATTENDANCE – ENGLISH BASIC

STUDENTS ATTENDANCE FOR THE MONTH OF <u>December</u> ACADEMIC YEAR <u>2015-16</u>																	
DATE		<u>6/12/15</u>				<u>13/12/15</u>											
SUBJECTS																	
SESSIONS		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Dept No	Name																
15-ENB-01	S. DEEPAN BABU	X	X	X	a	a	a										
15-ENB-02	INGABIRE CLARISSE	X	X	Y	X	X	Y										
15-ENB-03	U. PRIYANKA	X	X	X	X	X	X										
15-ENB-04	MARY FLORENCE S	X	X	Y	a	X	X										
15-ENB-05	A. PANDIAN	a	a	a	X	X	X										
15-ENB-06	M. JESTIN	X	X	Y	X	X	Y										
15-ENB-07	G. VALARMATHI	X	X	X	X	X	X										
15-ENB-08	J. MARCELIN SUDHA	a	X	Y	X	X	X										
15-ENB-09	V.A ABEL MATHEW	X	X	X	a	a	a										
15-ENB-10	S. JACKULIN MARY	a	a	a	X	X	X										
15-ENB-11	R. RAJA	X	X	X	X	X	X										
15-ENB-12	VIKASH RAJA	X	X	X	X	X	X										
15-ENB-13	B. REVANTH	X	X	X	X	X	Y										
15-ENB-14	V.A ABRO HARRIS	X	X	Y	X	X	Y										
15-ENB-15	S.SOUNDARAJAN	a	X	X	a	X	X										
15-ENB-16	PANDIARAJAN C	X	X	Y	X	Y	Y										
15-ENB-17	NIRMAL SP	X	X	X	X	X	Y										
15-ENB-18	KOTEESWARI S	X	X	X	a	X	X										
Faculty Signature																	

**2015-2016**



The following Loyola students of 14 & 15 batches of various departments have done the value added course on English Basic.

S NO	LIVE DEPT NO	NAME OF THE STUDENT	LOYOLA DEPT NO	STATUS
1	15-ENB-01	S DEEPAN BABU	15-BC-142	COMPLETED
2	15-ENB-02	INGABIRE CLARISSE	14-PML-017	COMPLETED
3	15-ENB-03	U PRIYANKA	14-PCA-026	COMPLETED



Director

A.P. ARUN KANNAN, M.B.A., M.Phil.  
Director - LIVE  
Loyola College, Chennai-600 034.

CERTIFICATES – ENGLISH BASIC



Dept. No. .... 15-ENB-01

**Loyola Institute of Vocational Education**

**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI-600 034.**

**COLLEGE OF EXCELLENCE**

*hereby confers on* ..... **S DEEPAN BABU** .....

*Certificate Course in* ..... **ENGLISH BASIC** .....

*He / She has successfully completed the course during the*  
*period* ..... **20th September 2015 to 29th January 2016** ..... *and has been*  
*placed in* ..... **FIRST CLASS** .....

Date **22/02/2016**



*P. A.*  
Director

*Princip*  
Principal



Dept. No. .... **15-ENB-02** .....

# Loyola Institute of Vocational Education

**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI-600 034.**  
**COLLEGE OF EXCELLENCE**

*hereby confers on* ..... **INGABIRE CLARISSE** .....

*Certificate Course in* ..... **ENGLISH BASIC** .....

*He / She has successfully completed the course during the*  
*period* ..... **20th September 2015 to 29th January 2016** ..... *and has been*  
*placed in* ..... **FIRST CLASS** .....

Date **22/02/2016**



*P. A.*  
Director

*Principal*  
Principal





Dept. No. .... **15-ENB-03** .....

# Loyola Institute of Vocational Education

**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI-600 034.**

**COLLEGE OF EXCELLENCE**

*hereby confers on* ..... **U PRIYANKA** .....

*Certificate Course in* ..... **ENGLISH BASIC** .....

*He / She has successfully completed the course during the*  
*period* ..... **20th September 2015** *to* ..... **29th January 2016** ..... *and has been*

*placed in* ..... **FIRST CLASS** .....

Date **22/02/2016**



*P. A.*  
Director

*Princip*  
Principal