**LETTER WRITING**

Name:B.Preethi

ID:B181356

Branch:CSE

Year of studying:1st year

Rajiv Gandhi University of knowledge Technologies

**1)write a complaint letter on your online classes and difficulties involved from your personal experience o the Educational Minister of Telangana Govt?**

**Complaint letter for online classes**

H.No: 8-50/2

Manakondur

Karimnagar-505469

Telangana

Date:01-04-2021

Educational minister of Telangana Govt

Room-142, D-block

Hyderabad

Pin:504107

Telangana

Subject: complaint letter on online classes and difficulties involved in online classes

Respected sir/ma'am,

My name is Preethi .I am writing this complaint letter about online classes and difficulties involved in this type of classes. Online classes good at this pandemic situation but we are getting trouble with these classes which is very difficult to get the subject from these online classes

There is a lot of problems exist in online classes which makes the student encounter with the technical difficulties like mobile availability internet source and so on.

It may show much effect on the student ability from which they are not getting with these half understandable online classes

Therefore, I am requesting you to start offline /classroom classes as soon as possible with covid precautions

Your Sincerely

B.Preethi

Cell No: 9491950034

Email Id: [b181356@rgukt.ac.in](mailto:b181356@rgukt.ac.in)

Preethi

Signature

**2)write a requisition letter to your English faculty for the live classes instead of recorded classes and grammar explanations?**

**Letter of requisition**

H.No: 8-50/2

Manakondur

Karimnagar

Pin:505469

Date:01-04-2021

VIJAY KUMAR NEERUDU

English faculty

HSS Block

RGUKT -Basar

Nirmal-504107

Subject: Requisition letter to English faculty for the live classes instead of recorded classes.

Respected sir/ma'am,

I am Preethi, Engineering 1st year, CSE, B181356, RGUKT Basar. sir I am requesting you to conduct live online classes instead of recorded video lectures. In case of live online classes there is a choice to raise doubts and get clarified by you for us.

Especially for more clarification, more interest to get the more subject from the lectures, these live classes are more interested than recorded classes.

Therefore, I am hereby requesting you that please try hard to conduct live sessions, live classes instead of recorded classes.

Your Sincerely

B.Preethi

B181356

B.tech 1st year -CSE

Cell No: 9491950034

Email ID: b181356@rgukt.ac.in

Preethi

Signature

**3) write a inquiry letter to the academic dean of RGUKT -Basar how you would be tested and evaluated in the upcoming end semester internal and external exam?**

**Letter of inquiry**

H.No: 8-50/2

Manakondur

Karimnagar

Pin:505469

Telangana

Date:01-04-2021

The Academic Dean

Administrative Block

RGUKT-Basar

Nirmal-504107

Subject: inquiry letter to academic section to know the evaluating pattern of end semester internal and external exams.

Respected sir/ma'am,

I am Preethi studying 1st year engineering, CSE, B181356, RGUKT-Basar. I just want to know that how the academic section of RGUKT is going to evaluate in the upcoming end semester internal and external exams

So far, we’re having so many doubts about the evaluation pattern of upcoming end semester examination.

Please kindly clarify these kind of doubts about the pattern of next examination. We could have heard that the examination pattern is of the combination of multiple choice and descriptive type which would be the best way of conducting examination. So, I hereby requesting you to give us clarification about the evaluation pattern of upcoming examinations.

Your Sincerely

B.Preethi

Cell No: 9491950034

Email ID: b181356 @rgukt. Ac.in

Preethi

Signature