



ST. ANNE'S DEGREE COLLEGE FOR WOMEN

Permanently Affiliated to Bengaluru City University
Recognized by UGC under Section 2(f), Accredited with 'A' Grade by NAAC
ISO 9001:2015 Certified Institution
#23, Cambridge Road, Halasuru, Bangalore- 560008



Criterion 5

5.1.4.

Career Guidance and Competitive Exams (2023-2024)



Criterion 5

5.1.4.

Career Guidance and Competitive Exams

(2023-2024)

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Department of Commerce



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Department of Commerce

Soft Skill Development Programme For I B.Com Students



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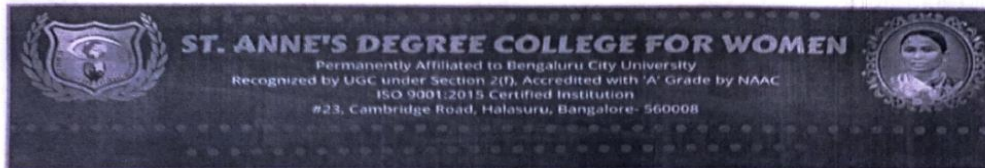
DEPARTMENT OF COMMERCE VALUE ADDED PROGRAMME

2023-2024



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VALUE ADDED PROGRAMME

Academic Year-2023-24

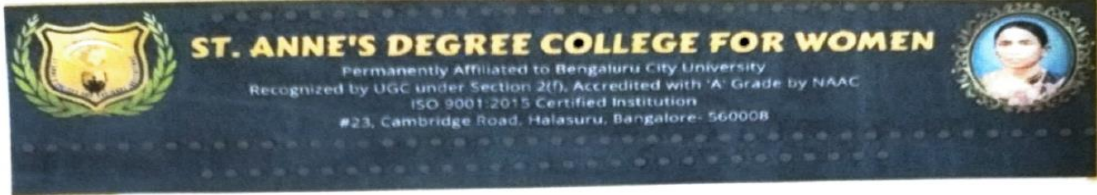
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DEPARTMENT OF COMMERCE

31st July 2023

Circular

The student of 1st B.Com are hereby informed that Value Added Programme for the academic year 2023-24 is scheduled from 1st August to 9th August 2023.

Topic: Personal Branding
Timings: 9:00am-2:10pm
Resource Person: Mr Shailesh-Consultant
Resource Person: Mr Imran-Consultant
Venue: Auditorium (1st B.Com B Section)
Resource Person: Mr.Rajan Selvaraj
Venue: AV Hall (1st B.Com A)
Company: Tech Brain Tree

Amulla

Head of the Department

Head of the Department
Department of Commerce
St. Anne's Degree College for Women
#23, Cambridge Road, Halasuru
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Nisla Joseph

Principal

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Value Added Programme-Report Academic Year 2023-24

Soft Skill Programme

The soft skill programme on Personal Branding was offered to develop communication skills among students of 1st Semester B.Com, from 9:00am to 2:10pm. The total sessions conducted were for 40 hours. The trainers were Mr Rajan Selvaraj conducted sessions to I B.Com 'A' Section in AV Hall and Mr Shailesh, Mr Imran conducted sessions to I B.Com 'B' in Auditorium. The following below table discloses the details of activities provided by trainers from Tech Brain Tree as follows:

Course	Date	Topic	Trainer	Activities done	Class	Number of students
I B.Com	1/08/2023	Introduction to Life Skills and Communication Skills-1	Mr Shailesh	1. Constructive thinking 2. Team Grouping 3. Active Listening 4. Verbal and Non-Verbal Communication.	I B.Com A	65
					I B.Com B	54
I B.Com	2/08/2023	Life Skills and Communication Skills-2	Mr. Imran	1. Body language 2. Overcoming Stage Fear 2. Time Management	I B.Com A	62
					I B.Com B	53
I B.Com	3/08/2023	Perspective	Mr. Rajan Selvaraj	1. Word power 2. Breaking Barriers	I B.Com A	58
			Mr. Shailesh	3. Judge mentalism	I B.Com B	58
I B.Com	4/08/2023	Team Building/Work	Mr. Rajan Selvaraj	1. Adjective Drill -known as Team	I B.Com A	60
			Mr. Imran	2. Team Building 3. Entrepreneurs	I B.Com B	56





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I B.Com	5/08/2023	Team Building Business skill and Email Etiquette	Mr.Rajan Selvaraj	Traffic Jam 2. Business Communicatio n 3. Rules of email-Do's and Don't 4. Presentation of email	I B.Com A	44
			Mr.Imran		I B.Com B	51
I B.Com	7/08/2023	Team Building, Interview and resume making	Mr.Rajan Selvaraj	1. Cabinet Ministers 2.How to make resume 3.Group discussion 4.Presentation of Resume	I B.Com A	63
			Mr.Shailesh		I B.Com B	61
I B.Com	8/08/2023	Interview skills	Mr.Rajan Selvaraj	1. preparation for interview question 2.Mock interview 3.Stress booster games	I B.Com A	49
			Mr.Shailesh		I B.Com B	
I B.Com	9/08/2023	Session on Part time Job and VAP Training Exit formalities	Mr.Anil Kumar		I B.Com A	65
					I B.Com B	70

After completing the programme the students will be able to understand the importance of active learning and listening, equipped with communication skills ,build emotional intelligence, able to perform their task individually and in team, understand the importance of accepting opportunities, role play, official emails writing, create resume and finally how they must be presentable themselves during interviews stress free. The programme ended with exit programme by valedictory by giving Value Added Programme Certification to all the students' participants.

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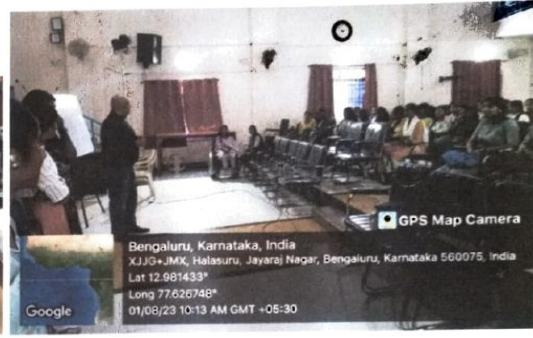
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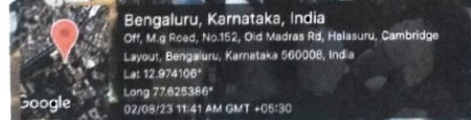


Gallery Value Added Programme 2023-24

01/08/2023



02/08/2023



A melle
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03/08/2023



04/08/2023



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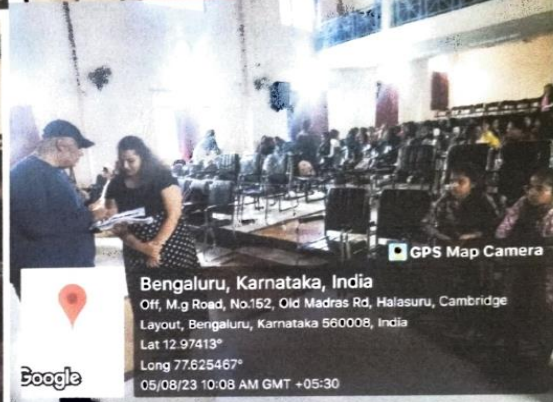


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05/08/2023



07/08/2023



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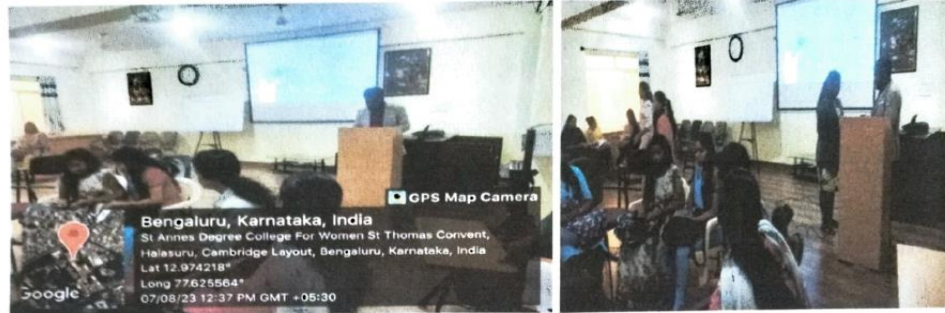


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08/08/2023



09/08/2023



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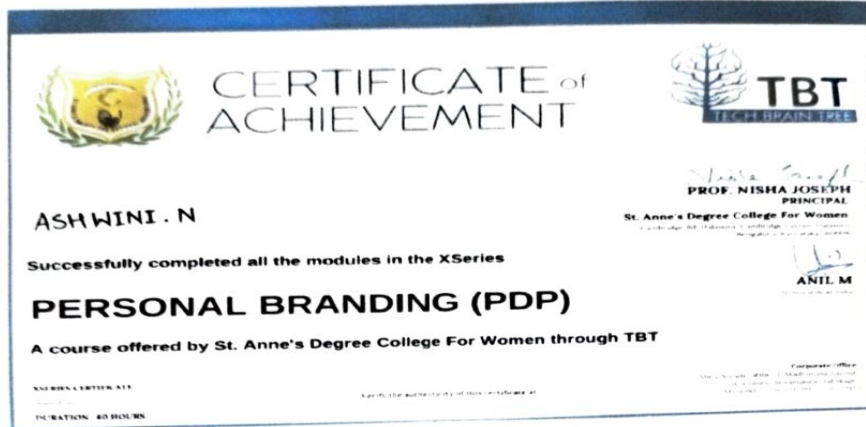


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Sample of Certificates distributed to students



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Value Added Programme on Personal Branding Academic Year: 2023-2024

Programme: B Com
Class : I B Com 'A' Section
Semester : I

Venue: Auditorium and AV Hall
Timings: 9:00am -2:10pm

SL no	Names	01 MAY 2023	02 MAY 2023	03 MAY 2023	04 MAY 2023	05 MAY 2023	07 MAY 2023	08 MAY 2023	09 MAY 2023	Sign
1.	A AJITHA VINNARASI	P	P	P	AB	AB	P	P	P	Apitha
2.	A FARHA	AB	P	P	P	P	P	P	P	Farha
3.	A MEGHANA	P	P	P	P	AB	AB	P	P	Meghana
4.	ABINAYA T	P	P	AB	AB	P	AB	P	P	Abinaya
5.	AISHWARYA P	P	P	P	P	P	P	P	P	Aishwarya
6.	AKANKSHA M	AB	P	P	P	AB	P	AB	P	Akanksha
7.	ALPHIN SOFIA S	P	P	P	P	P	P	P	P	Alphin
8.	ANGALE HEPSIBA	P	P	P	P	P	P	P	P	Angale
9.	ANGEL S	P	AB	P	P	P	P	P	P	Angel
10.	ANNE LIDIYA	P	AB	P	P	P	P	AB	P	Anne
11.	ANTONY MERCY K	P	P	P	P	AB	P	P	P	Antony
12.	ARCHITHA	P	P	P	P	P	P	P	P	Architha
13.	AROGAYA LIVISHA A	P	P	P	P	P	P	P	P	Aroghya
14.	ASHWINI N	AB	AB	AB	AB	AB	AB	AB	P	Ashwini
15.	AYESHA M	P	AB	P	P	P	P	P	P	Ayesha
16.	BENITA EVAGELIN Y	P	P	P	P	P	P	P	P	Benita
17.	BHAVANA A	P	P	P	P	P	P	AB	P	Bhavana
18.	BHAVANI K	P	P	AB	P	AB	P	P	P	Bhavani
19.	BIJAN S	AB	P	P	P	P	P	P	P	Bijan
20.	CN MADHUSHREE	P	P	P	AB	AB	P	P	P	Madhu
21.	CHAITRA M	P	P	P	P	P	P	AB	P	Chaitra
22.	CHANDHU SHREE N	P	P	P	AB	AB	P	P	P	Chandhu
23.	CHETHANA S	P	P	P	P	AB	P	P	P	Chethana
24.	CLEN NANCY L	AB	P	P	P	P	P	AB	P	Clen
25.	DEEPA P	AB	P	AB	P	P	P	P	P	Deepa
26.	DIVYA B	P	P	P	P	P	P	P	P	Divya
27.	DIVYA DARSHINI A	P	P	P	P	P	P	P	P	Divya
28.	DIVYA LAKSHMID	P	P	P	AB	P	P	P	P	Divya
29.	DIVYA M	P	P	AB	P	P	P	P	P	Divya
30.	DIVYA S	P	P	P	P	P	P	P	P	Divya
31.	DIVYA S	P	AB	P	P	P	P	P	P	Divya
32.	DIVYA T	P	AB	P	P	AB	P	P	P	Divya
33.	ERICKA R	P	P	P	P	P	P	P	P	Ericka
34.	FIRDOS BANU B	AB	AB	AB	AB	AB	AB	P	P	Firdos
35.	GELSEY JASMINE R	P	P	P	P	AB	P	P	P	Gelsey
36.	GOMATHI K	P	P	AB	AB	AB	P	P	P	Gomathi
37.	GOPIKA K	AB	P	P	AB	AB	AB	AB	P	Gopika
38.	GRACY I	P	P	P	P	P	P	P	P	Gracy
39.	HAI AN IOICF	AB	AB	P	AB	P	A	P	P	Hai





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40	HARSHA N	AB	P	P	P	P	P	P	P	P	Harsha N
41	HARSHITHA N	P	P	P	P	AB	P	P	P	P	Harshitha N
42	HITHAISHINI R	P	P	P	P	P	P	P	P	P	Hithaishini R
43	JANAVI	P	AB	AB	AB	AB	AB	AB	AB	P	Janavi
44	JAYASHREE ANAND	P	P	P	P	P	P	P	P	P	Jayashree Anand
45	JENNIFER S	AB	AB	AB	AB	AB	AB	AB	AB	P	Jennifer S
46	JOYCE HEPHZIBAH	P	P	P	P	P	P	P	P	P	Joyce
47	JUVERIA FATHIMA	P	P	P	P	P	P	P	P	P	Juveria
48	JOYTHIKA M	AB	AB	AB	AB	AB	P	P	P	P	Joythika M
49	JOYTHI KUMARA N	P	AB	P	P	AB	P	P	AB	P	Joythi Kumara N
50	K KAVERI	P	P	P	P	P	P	P	P	P	Kaveri
51	KALPANA M	P	P	P	P	P	P	P	P	P	Kalpana M
52	KANCHANA D R	P	P	P	P	P	P	P	P	P	Kanchana D R
53	KANISHKA KS	P	P	P	P	P	P	P	P	P	Kanishka KS
54	KAVANA M	P	P	P	P	P	P	AB	P	P	Kavana M
55	KAVYA C	AB	P	AB	P	P	P	AB	P	P	Kavya C
56	KEERTHANA V	P	P	P	P	P	P	P	P	P	Keerthana V
57	KEERTHI V	P	P	P	P	P	P	P	P	P	Keerthi V
58	KEERTHIKA K	AB	AB	AB	AB	AB	P	AB	P	P	Keerthika K
59	KIRTHANA G	AB	AB	P	P	AB	A	AB	P	P	Kirthana G
60	KRITHIKA A	P	P	P	P	AB	A	AB	P	P	Krithika A
61	KRITHIKA K	P	P	P	P	P	P	P	P	P	Krithika K
62	KUSUMA K	P	P	P	P	P	P	P	P	P	Kusuma K
63	R KUMUDHA	P	P	P	P	AB	P	P	P	P	R Kumudha
64	LAKSHMI PRABHA R	P	P	P	P	P	P	P	P	P	Lakshmi Prabha R
65	LALITHA ML	P	P	P	P	AB	P	P	P	P	Lalitha ML
66	LESSI SHERON SWEETY	AB	AB	AB	AB	P	A	AB	P	P	Lessi Sheron Sweety
67	MAHALAKSHMI B	P	AB	P	P	P	P	P	P	P	Mahalakshmi B
68	MAHALAKSHMI M	P	P	P	P	P	P	AB	P	P	Mahalakshmi M
69	MAHALAKSHMI R	P	P	AB	P	P	P	P	P	P	Mahalakshmi R
70	MANASA A	P	P	P	P	P	AB	P	P	P	Manasa A
71	MANSHA P	P	P	P	P	AB	P	P	P	P	Mansha P
72	MANUSHA P	P	P	P	P	P	P	P	P	P	Manusha P
73	MARIA EVANGELINE M	AB	AB	AB	AB	AB	AB	AB	P	P	Maria Evangeline M
74	MARIA PRANITHA P	AB	P	P	P	AB	P	P	P	P	Maria Pranitha P
75	MARIA RACHEL VERONICA	AB	AB	AB	AB	AB	AB	AB	P	P	Maria Rachel Veronica
76	MARY CINDRELLA W	P	P	P	P	P	P	P	P	P	Mary Cindrella W
77	PRTHYUSHA D P	P	P	P	P	P	P	P	P	P	Prthyusha D P
78	PRTHYUSHA D P	P	P	P	P	P	P	P	P	P	Prthyusha D P

PROFILE OF THE TRAINER

NAME : Mr Rajan Selvaraj
 COMPANY NAME : Tech Bran Tree

Anilla
 Head of the Department

Head of the Department
 Department of Commerce
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Value Added Programme on Personal Branding Academic Year: 2023-2024

Programme : B.Com
Class : I B.Com 'B' Section
Semester : I

Venue: Auditorium
Timings: 9:00am -2. 10pm

Sl. No.	Names	01 MAY 2023	02 MAY 2023	03 MAY 2023	04 MAY 2023	05 MAY 2023	07 MAY 2023	08 MAY 2023	09 MAY 2023	Sign
1	MARY JENIFER L	AB	AB	AB	AB	AB	AB	AB	AB	Mary Jenifer L
2	MEKHA M	AB	AB	P	P	P	P	P	AB	Mekha M
3	MERCY CELESTINE A	P	AB	P	P	P	P	P	AB	Mercy Celestine A
4	MOHANAMBAL K	AB	AB	AB	AB	AB	AB	AB	AB	Mohanambal K
5	MONICA	AB	P	AB	P	P	P	P	P	Monica
6	MONISHA U	AB	P	P	P	P	P	P	P	Monisha U
7	MRUTHIKA M	AB	P	P	P	AB	AB	P	P	Mruthika M
8	NAKSHATRA DAYALAN	P	P	P	P	P	P	P	P	Nakshatra Dayalan
9	NAMRATHA R	P	P	P	P	P	P	P	P	Namratha R
10	NANCY P	P	P	P	P	P	P	P	AB	Nancy P
11	NANDHINI V	AB	P	P	P	P	AB	P	P	Nandhini V
12	V NANDHINI	AB	P	P	P	P	AB	P	P	Nandhini V
13	NAVANISHA PREETHIKA C	AB	P	P	P	P	AB	P	P	Navanisha Preethika C
14	NAVYA MN	P	P	P	P	AB	P	P	P	Navya MN
15	S NISHA	AB	AB	AB	P	P	P	AB	P	S Nisha
16	NITHYA S	P	AB	P	P	P	P	P	P	Nithya S
17	P NIKITHA	P	P	P	P	AB	P	P	P	P Nikitha
18	PALLAVI B	P	P	P	P	P	P	AB	P	Pallavi B
19	PALLAVI K	P	P	P	P	P	P	P	P	Pallavi K
20	K S PALLAVI	P	P	P	P	AB	P	P	P	Pallavi K S
21	PAVITHRA D	AB	P	P	AB	P	P	P	P	Pavithra D
22	POOJA C	P	P	P	P	P	P	P	P	Pooja C
23	POOJA D	P	P	P	P	P	P	P	P	Pooja D
24	PREETHI REBECCA	P	P	P	P	P	P	AB	P	Preethi Rebecca
25	PRIYA SINGH	P	P	P	P	P	P	AB	P	Priya Singh
26	PRIYANKA K	P	AB	AB	P	P	AB	P	P	Priyanka K
27	PRIYANKA M	P	AB	P	P	P	P	P	P	Priyanka M
28	M PRIYANKA	P	P	P	P	AB	P	AB	P	M Priyanka
29	PUSHPA SINGH	P	P	P	P	P	P	AB	P	Pushpa Singh
30	PUSHPALATHA B	P	P	P	P	P	P	P	P	Pushpalatha B
31	R PRECILLA	P	P	P	P	AB	P	P	P	R Precilla
32	R NAYANTARA	P	P	P	P	P	P	P	P	R Nayantara
33	RAJESHWARI K	P	P	P	P	P	AB	P	P	Rajeshwari K
34	RAKHI B WADI	P	P	P	AB	P	P	P	P	Rakhi B Wadi
35	RAKSHITHA A	AB	AB	AB	AB	P	AB	P	P	Rakshitha A
36	REBECCA S	AB	AB	AB	P	P	P	P	P	Rebecca S
37	REENA ANGEL R	P	P	P	P	P	P	P	P	Reena Angel R
38	RESHMA L	P	P	P	P	P	P	P	P	Reshma L
39	RITHIKA O	P	P	P	P	P	P	P	P	Rithika O
40	SAJNA FATHIMA S	P	P	P	P	P	P	P	P	Sajna Fathima S
41	SANDHYA M	AB	AB	AB	AB	AB	AB	AB	AB	Sandhya M
42	SANIA CHRISTOPHER A	AB	AB	P	P	P	P	P	P	Sania



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Department of Commerce

Soft Skill Development Programme

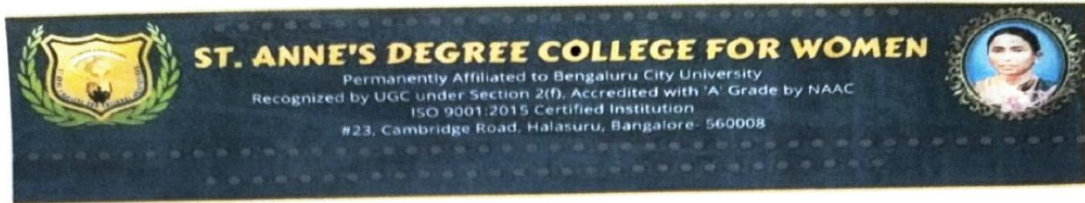
For

III B.Com Students



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DEPARTMENT OF COMMERCE

31st April 2024

Circular

The student of IIIrd B.Com are hereby informed that Soft Skill Training Session will be held on 3rd of May 2024 in room 53 for 'A' and 'B' section.

Topic: Communication Skills
Timings: 12:30pm-1:30pm
Resource Person: Ms Ashwini R (Trainer)
Company: Hope Foundation

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Head of the Department

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Nisha Joseph
Principal

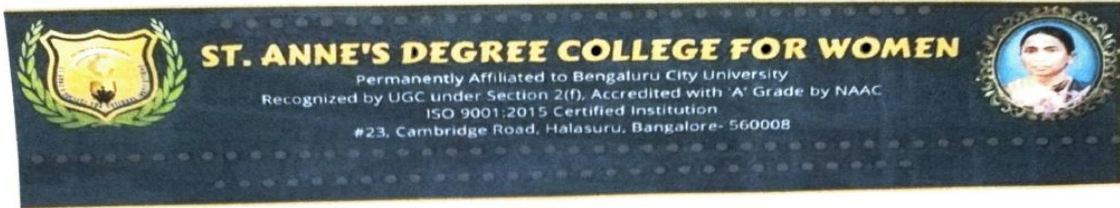
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Value Added Programme-Report Academic Year 2023-24

Report on Soft Skill Session: “Communication Skills”

A soft skill session focused on “Communication Skills” was held for the VI Semester B.Com students on 3rd of May 2024 from 12:30 PM to 1:30 PM. The session was conducted by Ms. Ashwini R, a trainer from Hope Foundation. The primary objective of the session was to develop and enhance the communication skills of the students, which are crucial for their career growth and professional development.

The Key Highlights of the Session are as follows:

1. Importance of Communication Skills

Ms. Ashwini R began the session by emphasizing the importance of communication skills in career development. She explained how employers prioritize candidates with strong communication and interpersonal skills which are essential for managing client relationships and handling negotiations. She explained few skills like Teamwork, Problem-Solving and Client Interaction

2. Interactive Activity

An engaging activity was conducted to demonstrate the significance and impact of effective communication. This activity allowed students to experience first-hand how effective communication strategies can lead to better outcomes and understanding. The activity was designed to:

- Make communication concepts more tangible and relatable.
- Enhance the students' understanding and retention of communication skills.

3. Information on Additional Courses

Ms. Ashwini also introduced students to additional courses that can complement their B.Com degree such as

- Tally: An accounting software course.
- Digital Marketing: A course covering online marketing strategies and tools.
- Advanced Excel: A course focusing on advanced Excel functions for data analysis and management.





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She motivated students to pursue these technical skills as they can significantly enhance their career prospects, making them more versatile and competitive in the job market.

The impact of the session provided valuable insights and practical guidance for students. It aimed at

- Holistic Development by equipping students with essential soft skills and technical knowledge
- Career Preparation by preparing students for future career opportunities by focusing on both soft skills and technical skills
- Enhanced on competitiveness spirit by encouraging students to develop a well-rounded skill set that will make them more attractive to potential employers.

Overall, the session was highly beneficial for the students. It addressed the critical role of communication skills in career growth and provided practical examples to help students understand these concepts. Additionally, the introduction of supplementary courses offered a pathway for students to further their skills and advance their careers.



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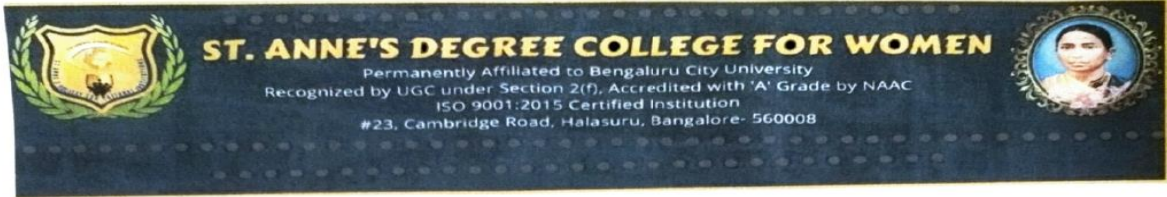
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DEPARTMENT OF COMMERCE

24th May 2024

Circular

The student of IIIrd B.Com are hereby informed that Soft Skill Training Session will be held on 27th and 28th of May 2024 in room 53 for IIIrd year B.Com.

Topic: Communication Skills
Timings: 12:30pm-1:30pm
Resource Person: Ms Ashwini R (Trainer)
Company: Hope Foundation

Amita

Head of the Department

Head of the Department
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Value Added Programme-Report Academic Year 2023-24

Report on Resume Making and Communication Skills Session

On 27th May 2024, a comprehensive session on “Resume Making” and “Communication Skills” was conducted for the students of III B.Com. The session was held from 12:30 PM to 2:00 PM and was led by Ms. Vishali E and Ms. Nethravathi K, councillors from Hope Foundation. The session aimed to equip students with essential skills for creating effective resumes and improving their communication abilities.

Ms. Vishali E led the first part of the session, focusing on resume making. Her segment covered the following key areas like Introduction to Resume Making and its Essential Elements of a Resume. The elements were focused more on the importance of up-to-date contact details, Objective Statement, Education, Experience (Tips for highlighting relevant work experience, internships, and projects.) and Skills that aligns with job requirements. Further additional elements were optional like certifications, volunteer work, and hobbies.

She also provided tips for a Professional Resume. Its Dos and Don'ts Best practices for resume formatting, language, and content. Ms. Vishali provided sample resumes illustrating different formats and styles, demonstrating how to effectively present information.

Ms. Nethravathi K conducted the second part of the session, focusing on communication skills through a series of interactive activities. The activities aimed to develop key aspects of communication on observation, concentration and active listening skills.

Activity: A concentration game was played where students had to remember and recall specific details from a story or set of instructions. This activity demonstrated how concentration affects effective communication.

Active Listening:

Activity: Students participated in a role-playing exercise where they practiced active listening skills. This involved listening to a partner's story and then summarizing the main points to ensure understanding.

Impact of the Session

The session was structured to provide both theoretical knowledge and practical skills:

Resume Making: Students gained practical insights into creating professional resumes that can help them in their job search. They learned the importance of content, format, and personalization in resume writing.





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Communication Skills: The activities conducted by Ms. Nethravathi K helped students enhance their observation, concentration, and active listening skills, which are crucial for effective communication in both professional and personal contexts.

The session on resume making and communication skills was highly beneficial for the III B Com students. Ms. Vishali E and Ms. Nethravathi K provided valuable information and practical exercises that will aid students in both their job applications and their overall communication abilities.



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Report on Interview Skills Session

Overview of the Session

On 28th May 2024, a valuable session on "Interview Skills" was conducted for the students of III B.Com from 12:30 PM to 2:00 PM the session was led by Ms. Vishali E, a prominent trainer and councillor from Hope Foundation. The primary objective of the session was to prepare students for successful job interviews through expert guidance and interactive activities.

Session Details

1. Importance of Interview Skills

Ms. Vishali E began the session by emphasizing the importance of interview skills in the job application process. She highlighted how a successful interview can be the key to securing a job offer and discussed various aspects of presenting oneself effectively in front of interviewers.

Understanding the Role of Interviews:

Ms. Vishali explained that interviews are not just a formal assessment but an opportunity to demonstrate one's suitability for the role.

She stressed the importance of first impressions, confidence, and professionalism during an interview.

Key Tips for Interview Preparation: Research the Company: Understand the company's mission, values, and recent developments.

Know the Job Role: Be familiar with the job description, required skills, and responsibilities.

Prepare for Common Questions: Practice answers to typical interview questions like "Tell me about yourself" and "Why do you want to work here?"

Dress Appropriately: Choose attire that is professional and suitable for the role.

Prepare Questions: Have insightful questions ready to ask the interviewer about the company and the role.

Body Language: Maintain good posture, make eye contact, and offer a firm handshake.

2. Activity on Critical Thinking and Decision Making

Following the discussion, Ms. Vishali E led an engaging activity designed to develop critical thinking and decision-making skills.

This activity focused on several key competencies:

Activity Overview:

Students were divided into small groups and given a scenario or problem to solve. The activity required them to work collaboratively to come up with solutions.





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Competencies Emphasized:

Teamwork: Students learned to work effectively as a team, sharing ideas and collaborating towards a common goal.
Problem Solving: The exercise challenged students to think critically and devise practical solutions to complex problems.
Initiatives and Responsibilities: Participants took initiative and assumed various roles within their teams, fostering a sense of responsibility.
Coordination: Students practiced coordinating with team members to ensure that all voices were heard and that the group's efforts were well-organized.
Impact of the Session

The session provided students with both theoretical knowledge and practical experience:

Interview Skills: Students gained a deeper understanding of how to prepare for interviews and present themselves effectively to potential employers.
Critical Thinking and Decision Making: The group activity helped students develop important skills for problem-solving and decision-making, which are crucial for both interviews and future professional roles.
The "Interview Skills" session conducted by Ms. Vishali E was highly beneficial for the students. The session effectively combined expert advice on interview techniques with a practical activity that enhanced students' critical thinking, problem-solving, and teamwork skills.

We extend our sincere thanks to Ms. Vishali E from Hope Foundation for her insightful and engaging sessions. We also appreciate the enthusiastic participation of the students and their commitment to improving their interview and problem-solving skills.



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Department of Business Administration



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Department of Business Administration

Career Guidance Programme

For

I BBA Students



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Department of Business Administration

Circular

25th July 2023

The students of I BBA are hereby informed that Value Added programme for the academic year 2023-2024 is scheduled from 1st August 2023 to 8th August 2023.

Title of the Programme: Personal Branding

Venue: 54

“Attendance is compulsory”



Armed S
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Department of Business Administration Value Added Programme 2023-2024

Title of the Course: Personal Branding

Objective: The objective was to equip students with essential skills, such as conflict management and effective communication, which are crucial in today's professional landscape where management and human resources are of prime importance.

Course duration: 1st August 2023- 8th August 2023

Contact Hours: 5 hours daily, for a total of 30 hrs.

Mode: Offline

Target Audience: Students of I BBA

No. of students who enrolled for the program: 48

Trainer: Mr. David Edison, Freelancer

Focus Areas: Personal branding, conflict management, communication skills

The Personal Branding sessions conducted by Mr. David Edison, a Freelance Trainer, for the students of I BBA were organized by the placement cell. This program, spanning 30 hours, was designed to provide students with a competitive edge in the contemporary workplace by focusing on personal branding and developing a powerful personality.

The sessions covered a range of topics aimed at enhancing the overall personality of the participants. Special emphasis was placed on skills that are highly valued in the modern workplace. Given the importance of management and human resources in today's world, the program sought to prepare students to navigate these aspects effectively.





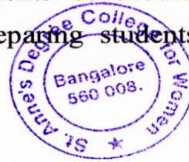
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Outcome: The students' feedback and outcomes from the program were positive. Participants found the sessions not only useful but also interesting. The program's impact was evident in the observed improvement in the students' personality and communication skills. This positive transformation suggests that the Personal Branding sessions successfully achieved their goals in providing students with practical skills and insights to stand out in the competitive professional landscape.

Overall, the initiative taken by the placement cell to organize these sessions and the active participation of the students contributed to the success of the program, highlighting its relevance in preparing students for the challenges of the modern workplace.



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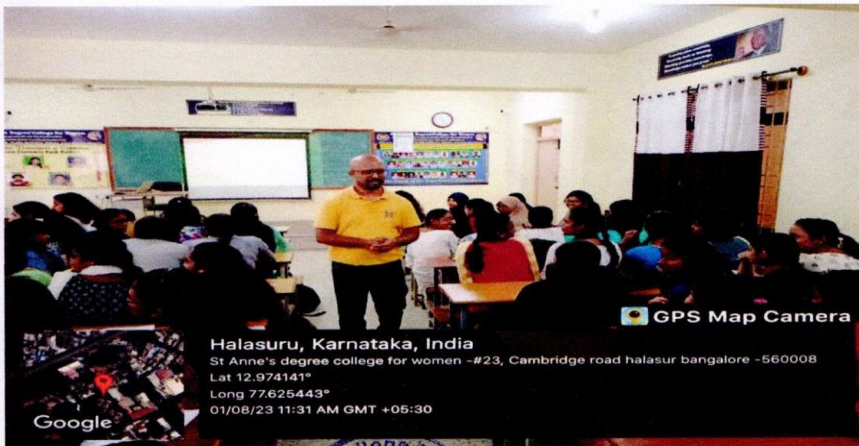
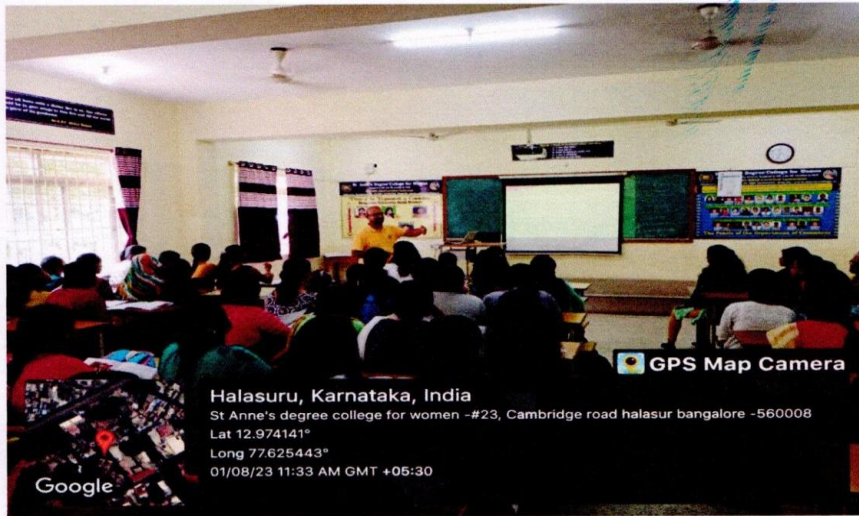


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Gallery: Personal Branding 23-24



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Department of Business Administration

Value Added Programme 2023-2024

Class: I BBA
Batch: 2023

Sl. No	Name of the Programme	Trainer	Time	Date
1	Personal Branding	Mr. David Edison	9:00 AM to 2:00 PM	1 st August 2023- 8 th August 2023



Arvind

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Department of Business Administration

Value Added Programme 2023-2024

Syllabus- Personal Branding

1. Communication Skills

Active Listening

Communication styles

Feedback

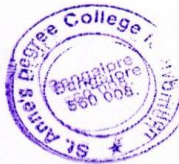
Activities: Rapid fire, team building, sharers and listeners

2. Conflict Management

Case discussion

Personality building

Team building



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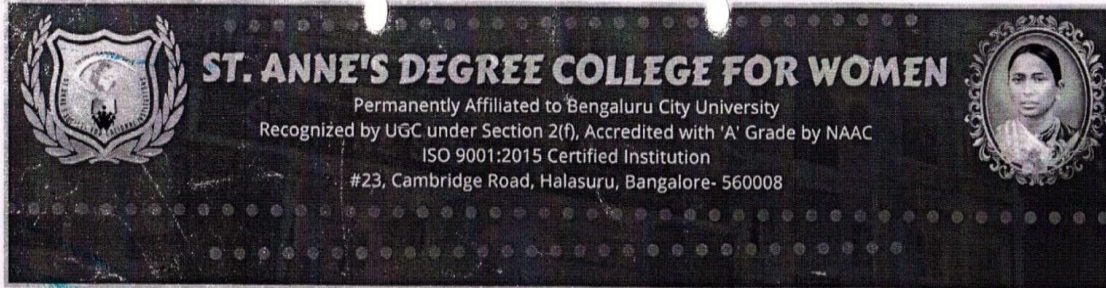
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Department of Business Administration

Value Added Programme Personal Branding

Academic Year: 2023-24

Program Name: BBA

Class: I BBA

Semester: I

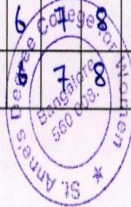
Date: 1/8/23 - 4/8/23

Time: 9-3

Total Number of Students Enrolled: 47

Duration (Hours): 05

SL. NO	NAME OF THE STUDENT	01 - August - 2023					02 - August - 2023					03 - August - 2023					August 04 - 2023				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1)	Akshitha M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
2)	Abinaya. A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
3)	Andrea Joyce A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Ab	Ab	Ab	Ab	Ab
4)	Angel A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
5)	Bhavya. M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	Ab	Ab	Ab	Ab	Ab





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6) Celestina. J	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
7) Esther Diana	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
8) Harshini. S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
9) Ishika Gowda	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
10) Javeria Khanum	1	2	3	4	5	AB	AB	AB	AB	AB	6	7	8	9	10	11	12	13	14	15
11) Jayanthi Singh	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	1	2	3	4	5	6	7	8	9	10
12) Jyothi Sharma	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
13) Kavya Balasubramaniam	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
14) Kavya Darshini	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
15) Kavya. M	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
16) Krithika .A	AB	AB	AB	AB	AB	1	2	3	4	5	AB	AB	AB	AB	AB	6	7	8	9	10
17) Lekhashree	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	1	2	3	4	5	
18) Linthiya	AB	AB	AB	AB	AB	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
19) Manisha	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
20) Manya. D	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
21) Mercy. H	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
22) Muskan Khan	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
23) Nageshwari Darsi	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
24) Padmashree	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	AB	AB	AB	AB	AB
25) Punitha	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
26) Purvisha	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
27) R. Nakshatra	1	2	3	4	5	6	7	8	9	10	12	12	13	14	15	AB	AB	AB	AB	AB



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28) Rabiya Ghouse	1	2	3	4	5	6	7	8	9	10	AB	AB	AB	AB	AB	11	12	13	14	15
29) Revelin. A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
30) Samiksha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
31) Samyuktha K	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
32) Sandhya. G	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
33) Sanjana .M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	AB	AB	AB	AB	AB
34) Shara	1	2	3	4	5	6	7	8	9	10	AB	AB	AB	AB	AB	11	12	13	14	15
35) Shruthi Y	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	AB	AB	AB	AB	AB
36) Steffy Gracy	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
37) Susai Mary	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
38) T. Vaishnavi	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
39) Tanuja V	1	2	3	4	5	AB	AB	AB	AB	AB	AB	7	8	9	10	11	12	13	14	15
40) Thanushree	1	2	3	4	5	6	7	8	9	10	AB	AB	AB	AB	AB	11	12	13	14	15
41) Thaseen Begum	1	2	3	4	5	AB	AB	AB	AB	AB	6	7	8	9	10	11	12	13	14	15
42) Vaishnavi Yashodha	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
43) Yaminidevi	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
44) Yashritha	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
45) Yoga Suriya	1	2	3	4	5	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	6	7	8	9	10
46) Yuva	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	AB	AB	AB	AB	AB
47) Harneet Haur Jolly	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
48) Sanjana Dharmika	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Trainer signature																				





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PROFILE OF THE TRAINER

Name: DAVID EDISON

Qualification: GRADUATE

Designation: Freelance trainer

Company's Name and Address:

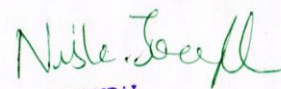
- N/A -


Trainer's Signature



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Department of Business Administration

Value Added Programme Personal Branding

Academic Year: 2023-24

Program Name: BBA

Class: I BBA

Semester: I

Date: 5/8/23 - 8/8/23

Time: 9-3

Total Number of Students Enrolled: 47

Duration (Hours): 05

SL. NO	NAME OF THE STUDENT	5 th August 23					7 th August 23					8 th August 2023				
		1	2	3	4	5	1	2	3	4	5	1	2	3	4	5
1)	Akshitha M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
2)	Abinaya. A	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
3)	Andrea Joyce BA	Ab	Ab	Ab	Ab	Ab	16	17	18	19	20	21	22	23	24	25
4)	Angel A	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
5)	Bhavya. M	Ab	Ab	Ab	Ab	Ab	16	17	18	19	20	21	22	23	24	25



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6)	Celestina. J	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
7)	Esther Diana	21	22	23	24	25	Ab	Ab	Ab	Ab	Ab	26	27	28	29	30				
8)	Harshini. S	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
9)	Ishika Gowda	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
10)	Javeria Khanum	26	27	18	19	20	21	22	23	24	25	26	27	28	29	30				
11)	Jayanthi Singh	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25				
12)	Jyothi Sharma	21	22	23	24	25	Ab	Ab	Ab	Ab	Ab	26	27	28	29	30				
13)	Kavya Balasubramaniam	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
14)	Kavya Darshini	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
15)	Kavya. M																			
16)	Krithika .A	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab	Ab	11	12	13	14	15				
17)	Lekhashree	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
18)	Linthiya	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
19)	Manisha	Ab	Ab	Ab	Ab	Ab	21	22	23	24	25	26	27	28	29	30				
20)	Manya. D	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
21)	Mercy. H	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
22)	Muskan Khan	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
23)	Nageshwari Darsi	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
24)	Padmashree	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
25)	Punitha	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
26)	Purvisha	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35				
27)	R. Nakshatra	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				



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28)	Rabiya Ghouse	16	18	18	20	21	22	23	24	25	26	27	28	29	30				
29)	Revelin. A	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
30)	Samiksha.S	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
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32)	Sandhya. G	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
33)	Sanjana . M	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
34)	Shara	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
35)	Shruthi Y	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
36)	Steffy Gracy	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
37)	Susai Mary	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
38)	T. Vaishnavi	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
39)	Tanuja V	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
40)	Thanushree	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
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44)	Yashritha	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
45)	Yoga Suriya	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25			
46)	Yuva	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
47)	Hameet ^{ic} Jolly	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
48)	SANJANA DHAMI. K	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35			
Trainer signature																			



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PROFILE OF THE TRAINER

Name: DAVID EDISON

Qualification: GRADUATE

Designation: FREELANCE TRAINER

Company's Name and Address:

- N/A -

Trainer's Signature



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Personal Branding Feedback Form 2023-2024

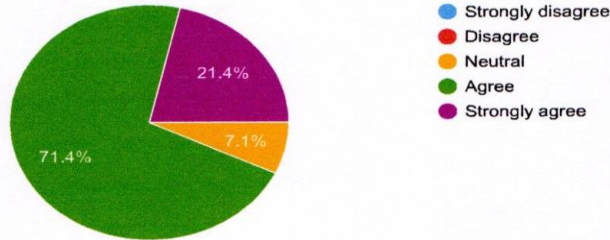
42 responses

[Publish analytics](#)

The programme contents met with your expectations

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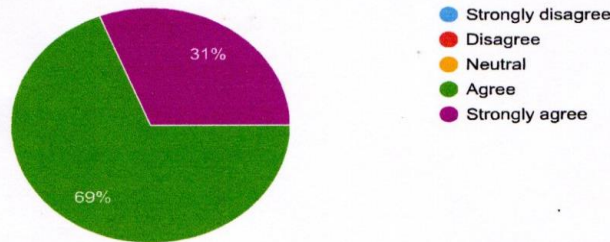
42 responses



The sessions were clear and easy to understand

[Copy](#)

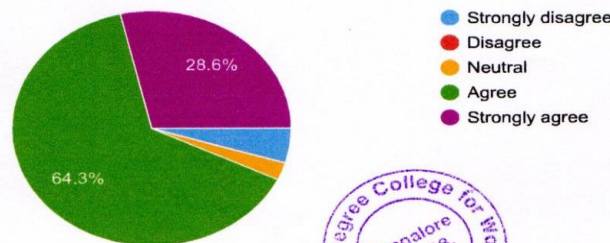
42 responses



The trainer encouraged interaction and was helpful

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42 responses





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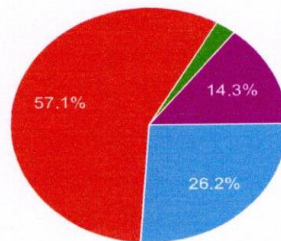
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The trainer was well prepared and thorough

 Copy

42 responses

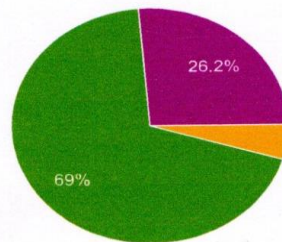


- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree

The time allotted for the training was sufficient

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42 responses

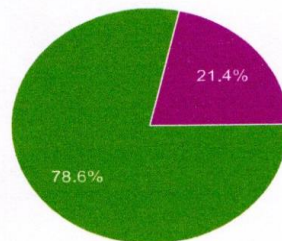


- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

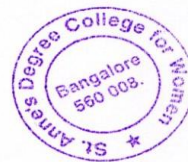
The topics covered were relevant and informational

 Copy

42 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree





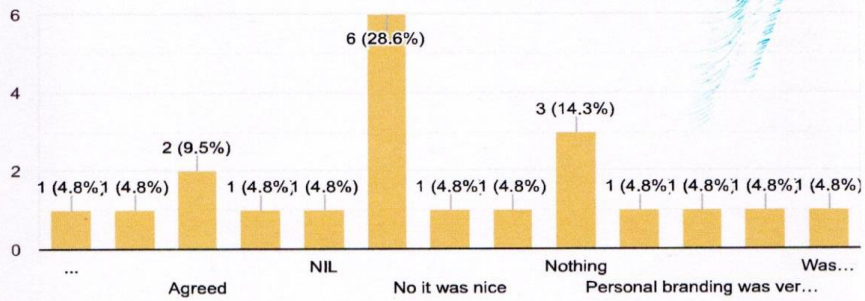
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Suggestions if any

21 responses



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Department of Business Administration

Soft Skill Development Programme

For

II BBA Students



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Department of Business Administration

Circular

22nd October 2023

The students of II BBA are hereby informed that Value Added programme for the academic year 2023-2024 is scheduled from 25th October 2023 to 2nd November 2023.

Title of the Programme: Excel

Venue: Computer Lab



“Attendance is compulsory”

Arvind

HOD

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Noble Joseph

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Department of Business Administration Value Added Programme 2023-2024

Title of the Course: Excel

Objective: The programme aims to provide a comprehensive understanding of Excel's features, functions, and applications, enabling students to apply these skills in real-world business scenarios.

Course duration: 25th October 2023 to 2nd November 2023

Contact Hours: 6 hours daily, for a total of 30 hrs.

Mode: Offline

Target Audience: Students of II BBA

No. of students who enrolled for the program: 32

Trainer: Mr. Anil Kumar

Focus Areas: Fundamentals of excel, data entry and formatting and formulas and functions

The primary objective of the Excel Value Added Programme is to enhance the proficiency and practical skills of students, specifically those pursuing II BBA, in using Microsoft Excel. The training sessions were conducted in an offline mode, with a daily duration of 6 hours. Mr. Anil Kumar utilized a combination of theoretical concepts, practical demonstrations, hands-on exercises, and real-world case studies. This approach ensured that students not only understood the theoretical aspects but also gained practical experience in applying Excel skills.





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Outcomes:

Enhanced Proficiency: Participants demonstrated an improved proficiency in using Excel for various tasks, from basic data entry to advanced data analysis.

Practical Application: The hands-on exercises and real-world scenarios allowed students to apply their knowledge, fostering a deeper understanding of Excel's practical uses.

Positive Feedback: Participants provided positive feedback on the training programme, expressing satisfaction with the content, trainer's expertise, and the overall learning experience.



HOD

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Department of Business Administration

Value Added Programme 2023-2024

Class: I BBA
Batch: 2023

Sl. No	Name of the Programme	Trainer	Time	Date
1	Excel	Mr. Anil Kumar	9:00 AM to 3:00 PM	25 th October 2023 to 2 nd November 2023



Arvind

HOD

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Department of Business Administration

Value Added Programme 2023-2024

Syllabus- Excel

1. Getting Started with Excel

Introduction to the Excel interface

Workbook and worksheet navigation

Basic data entry and editing

Cell formatting and styles

2: Working with Formulas and Functions

Understanding Excel formulas

Basic arithmetic operations

Common functions (SUM, AVERAGE, COUNT, etc.)

Relative and absolute cell references

3: Data Management and Sorting

Creating and managing tables

Sorting and filtering data

Data validation and error checking

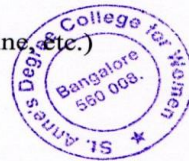
4: Data Visualization with Charts

Introduction to Excel charts (bar, pie, line, etc.)

Creating and formatting charts

Adding data labels and titles

5: Advanced Formatting Techniques





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Conditional formatting

Customizing cell styles

Using themes and cell borders

6: Working with Multiple Worksheets

Managing multiple worksheets in a workbook

Linking and referencing data between sheets

Grouping and outlining data

7: Data Analysis Tools

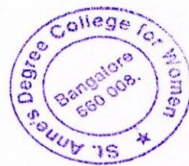
Pivot Tables and Pivot Charts

8: Collaborative Tools in Excel

Sharing workbooks and tracking changes

Comments and notes

Protecting worksheets and workbooks



HOD

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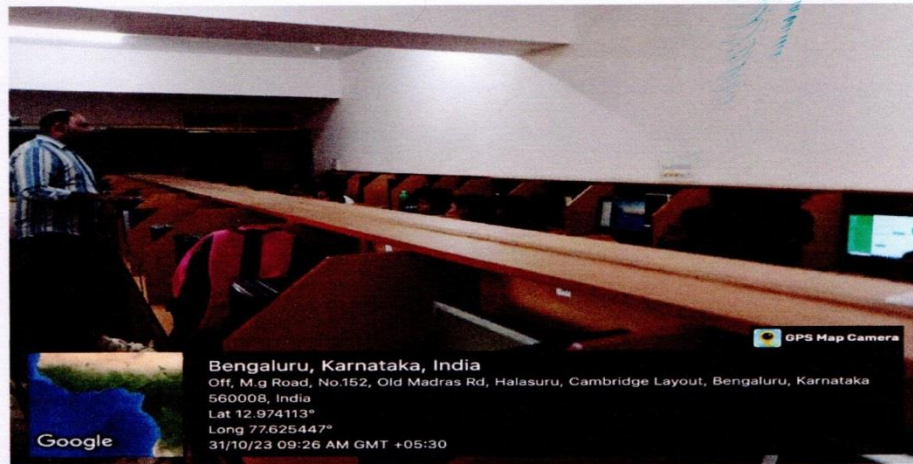


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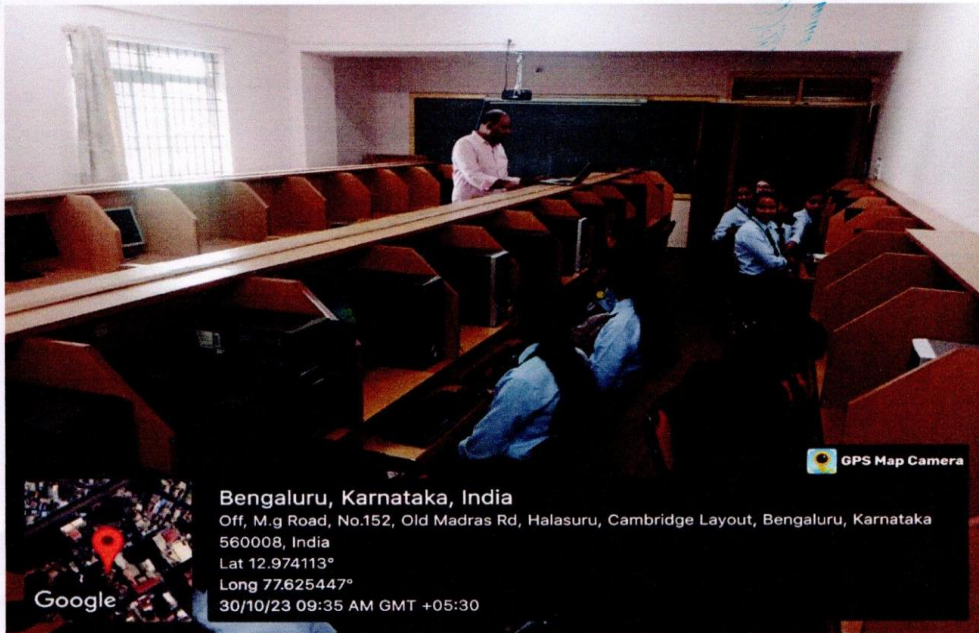
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560008, India

Lat 12.974113°

Long 77.625447°

30/10/23 09:35 AM GMT +05:30

GPS Map Camera



Arnel

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6.	Disha.S	19	20	21	22	23	24	25	26	27	28	29	30							Disha
7.	Divya.R	19	20	21	22	23	24	25	26	27	28	29	30							Divya
8.	Diya Chhetri	13	14	15	16	17	18	19	20	21	22	23	24							Diya chhetri
9.	G.TharaShree	19	20	21	22	23	24	25	26	27	28	29	30							TharaShree
10.	Iqra kausar	a	a	a	a	a	13	14	15	16	17	18								Iqra kausar
11.	Ifra Khan	a	a	a	a	a	a	a	a	a	a	a								Ifra
12.	J.Manju	19	20	21	22	23	24	25	26	27	28	29	30							Manju
13.	Janani.A	19	20	21	22	23	24	25	26	27	28	29	30							Janani A
14.	K.pujitha	7	8	9	10	11	12	13	14	15	16	17	18							K.pujitha
15.	Komal.A	13	14	15	16	17	18	19	20	21	22	23	24							Komal
16.	Monika.T	19	20	21	22	23	24	25	26	27	28	29	30							Monika T
17.	Nisarga	13	14	15	16	17	18	19	20	21	22	23	24							Nisarga A
18.	R.Rida	19	20	21	22	23	24	25	26	27	28	29	30							Rida
19.	Rabia Bi	19	20	21	22	23	24	a	a	a	a	a	a							Rahni
20.	Sanjana Kumari	7	8	9	10	11	12	13	14	15	16	17	18							Sanjana
21.	Sanjana.S	a	a	a	a	a	a	a	a	a	a	a	a							Sanjana .s
22.	Shruthi.A	19	20	21	22	23	24	25	26	27	28	29	30							Shruthi A
23.	Sneha.S	19	20	21	22	23	24	25	26	27	28	29	30							Sneha .s
24.	Sowmya.K	19	20	21	22	23	24	25	26	27	28	29	30							Sowmya.k
25.	Sowmya Choudary	a	a	a	a	a	7	8	9	10	11	12	13							Sowmya choudary
26.	S.Swathi	19	20	21	22	23	24	25	26	27	28	29	30							Swathi





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6.	Disha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Disha.
7.	Divya.R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Divya.R
8.	Diya Chhetri	1	2	3	4	5	6	a	a	a	a	a	7	8	9	10	11	12	Diya	
9.	G.TharaShree	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	TharaShree.
10.	Iqra kausar	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12	IqraKausar	
11.	Ifra Khan	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	Ifra.
12.	J.Manju	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Manju.
13.	Janani.A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Janani A
14.	K.pujitha	a	a	a	a	a	a	a	a	a	a	a	1	2	3	4	5	6	K.pujitha	
15.	Komal.A	1	2	3	4	5	6	7	8	9	10	11	12	a	a	a	a	a	a	Komal.
16.	Monika.T	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Monika.T
17.	Nisarga	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12	Nisarga A	
18.	R.Rida	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	R.Rida.
19.	Rabia Bi	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Rabia
20.	Sanjana Kumari	a	a	a	a	a	a	a	a	a	a	a	1	2	3	4	5	6	Sanjana	
21.	Sanjana.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Sanjana-S
22.	Shruthi.A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Shruthi.A
23.	Sneha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Sneha.S
24.	Sowmya.K	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Sowmya.
25.	Sowmya Choudary	a	a	a	a	a	a	a	a	a	a	a	a	1	2	3	4	5	6	Sowmya Choudary.
26.	S.Swathi	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Swathi



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27	Shwetha Joseph	a	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12	Shwetha. J
28	Suganya.S	a	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12	Suganya S
29	Soundarya.M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Soundarya.
30	Tasneem Sha Zamani	a	a	a	a	a	a	a	a	a	a	a	a	1	2	3	4	5	6	Tasneem.
31	Vandana.P	1	2	3	4	5	6	a	a	a	a	a	a	7	8	9	10	11	12	Vandana.
32	Zohra Bee Azviya	a	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12	Zohra.
Trainer signature																				

PROFILE OF THE TRAINER

Name: Arnil Kumar.M
 Qualification: MCA, MBA
 Designation: Technical Head
 Company's Name and Address: STBT, Mysrvt.



Nisla. Jeeff
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Trainer's Signature

Head of the Department
 Dept. of Business Administration
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Excel- Feedback Form 2023-2024

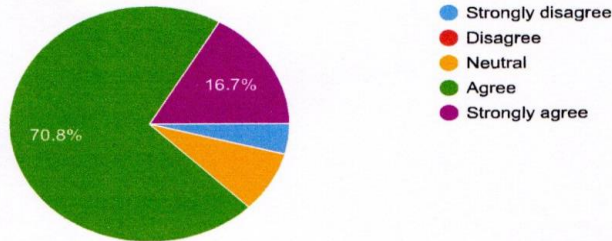
24 responses

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The programme contents met with your expectations

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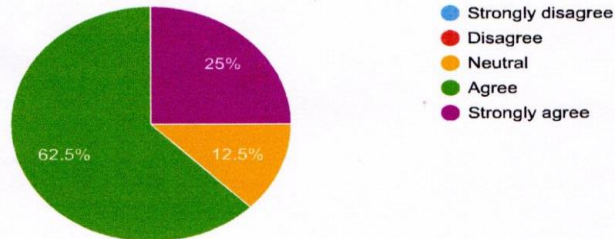
24 responses



The sessions were clear and easy to understand

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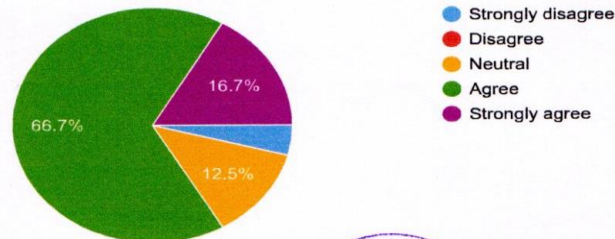
24 responses



The trainer encouraged interaction and was helpful

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24 responses





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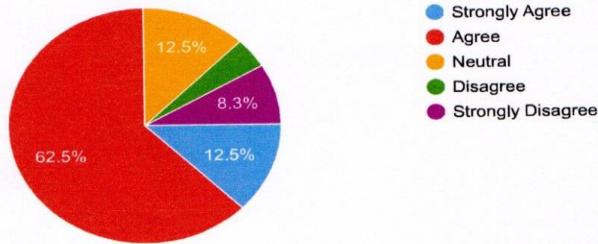
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The trainer was well prepared and thorough

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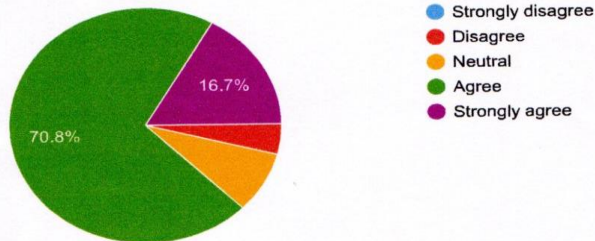
24 responses



The time allotted for the training was sufficient

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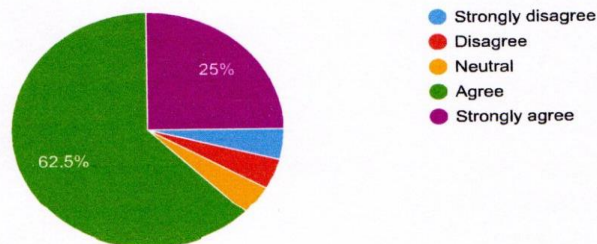
24 responses



The topics covered were relevant and informational

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24 responses





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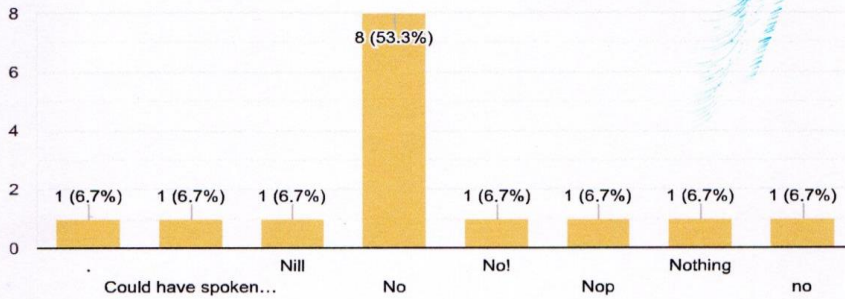
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Suggestions if any

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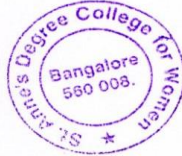


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Abhishek

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Nisile Joseph

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Department of Business Administration

Soft Skill Development Programme

For

III BBA Students



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Department of Business Administration

Circular

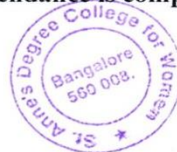
22nd October 2023

The students of III BBA are hereby informed that Value Added programme for the academic year 2023-2024 is scheduled from 2024 to 2024.

Title of the Programme: Web Designing

Venue: Computer Lab

“Attendance is compulsory”



Arvind

HOD

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Department of Business Administration

Value Added Programme 2023-2024

Class: III BBA
Batch: 2021

Sl. No	Name of the Programme	Trainer	Time	Date
1	Web Designing	Mr. Anil Kumar	9:00 AM to 3:00 PM	8 th April - 17 th April 2024



Anil K
HOD

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Department of Business Administration Value Added Programme 2023-2024 (Even sem)

Title of the Course: Web Designing

Objective: The objective of the Web Designing course was to equip students with practical skills and theoretical knowledge in web design, enabling them to create visually appealing and functional websites.

Course duration: 8th April - 17th April 2024

Contact Hours: 6 hours daily, for a total of 30 hrs.

Mode: Offline

Target Audience: Students of III BBA

No. of students who enrolled for the program: 29

Trainer: Mr. Anil Kumar

Focus Area: Fundamentals of HTML and CSS

The Department of Business Administration is delighted to present the report on the Value Added Programme for the academic year 2023-2024, focusing on the enriching course titled "Web Designing." Designed to supplement the academic journey of students pursuing III BBA, this program aimed to equip participants with essential skills and knowledge in the field of web design.





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Department of Business Administration

Value Added Programme 2023-2024

Syllabus- Web Designing

- 1) Introduction to Web Design
- 2) Overview of web design and development
- 3) Understanding the structure of a web page
- 4) Basics of HTML (HyperText Markup Language)
- 5) Elements and tags
- 6) Creating a simple web page
- 7) Structuring web content
- 8) Working with images, links, and tables
- 9) Introduction to forms and input elements
- 10) Basics of CSS
- 11) Applying styles to HTML elements
- 12) Color, background, and font properties
- 13) Positioning and layout
- 14) Flexbox
- 15) Grid
- 16) Responsive web design principles
- 17) Combining HTML and CSS for web page design
- 18) Creating navigation menus






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- 19) Styling forms and tables
- 20) Designing a complete web page
- 21) Implementing learned concepts in a final project
- 22) Review of key concepts
- 23) Course wrap-up and feedback session


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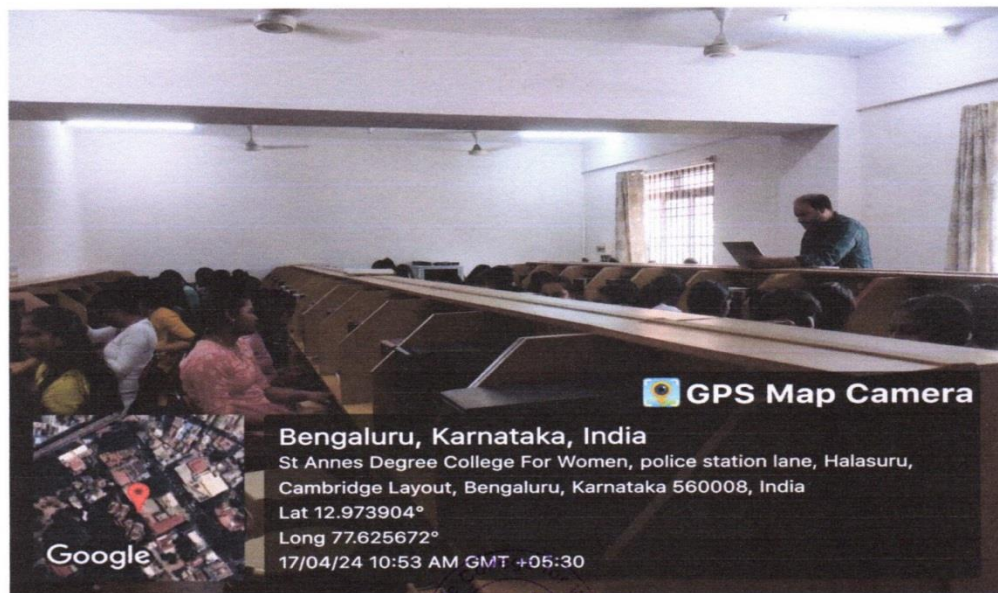


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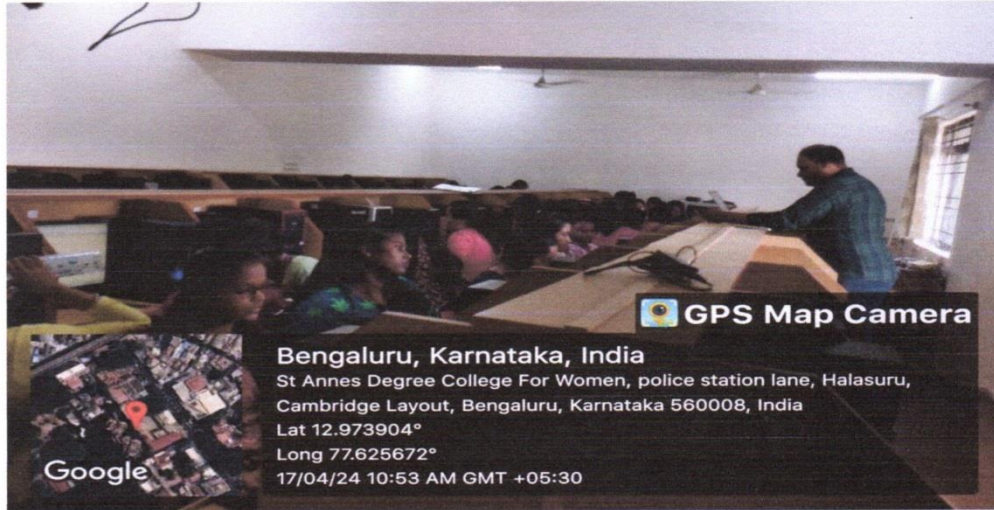
Gallery: Web Designing 23-24





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DEPARTMENT OF BUSINESS ADMINISTRATION

Value Added Programme

[ATTENDANCE SHEET]

Title: Web Designing

Academic Year: 2023-24

Program Name: BBA

Class: III BBA

Semester: VI

Total Number of Students Enrolled: 29

Date: 8/4/2024 - 15/4/2024

Time: 9:00 AM - 3:00 PM

Duration (Hours): 06

SL. NO	NAME OF THE STUDENT	08 April 2024						12 April 2024						15 April 2024					
		H1	H2	H3	H4	H5	H6	H1	H2	H3	H4	H5	H6	H1	H2	H3	H4	H5	H6
1.	Akshaya.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
2.	Amulu .M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
3.	Ananya Deepa.C	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
4.	Anusha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
5.	Chandana Bhaskar	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
6.	Deepa. C	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18



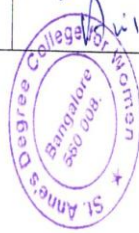


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7.	Fareen	1	2	3	4	5	6	a	a	a	a	a	7	8	9	10	11	12	
8.	Hemavathy	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
9.	Jaishree G	1	2	3	4	5	6	7	8	9	10	11	12	a	a	a	a	a	a
10.	Jerolin Mercy A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
11.	Jessica Priya	1	2	3	4	5	6	a	a	a	a	a	7	8	9	10	11	12	
12.	Kavya S.D	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
13.	Maria Shekinah.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
14.	Mary Griselda Raj S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
15.	Mitali Raj	1	2	3	4	5	6	7	8	9	10	11	12	a	a	a	a	a	a
16.	Namratha M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
17.	Nibedita Barik	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
18.	Pavani Pavithra P.M	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
19.	Preethi Kumari.P	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
20.	Priyanka Kumari.P	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
21.	Ramya.R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
22.	Rebecca Rani .S	a	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12
23.	Reyason Basilica.A	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
24.	Saliha Salman	1	2	3	4	5	6	a	a	a	a	a	a	a	a	a	a	a	a
25.	Salma Josephine.R	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
26.	Tamanna Sharma .B	a	a	a	a	a	a	1	2	3	4	5	6	7	8	9	10	11	12
27.	Tanisha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
28.	Trisha.S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
29.	Uzma Tarannum	1	2	3	4	5	6	7	8	9	10	11	12	a	a	a	a	a	a
Trainer Name		Aini						Aini						Aini					
Trainer signature		[Signature]						[Signature]						[Signature]					





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DEPARTMENT OF BUSINESS ADMINISTRATION

Value Added Programme

[ATTENDANCE SHEET]

Title: Web Designing

Academic Year: 2023-24

Program Name: BBA

Class: III BBA

Semester: VI

Date: 16/4/24 - 17/4/24

Time: 9:00 AM - 3:00 PM

Duration (Hours): 06

Total Number of Students Enrolled: 29

SL. NO	NAME OF THE STUDENT	16 April 2024						17 April 2024						Signature
		H1	H2	H3	H4	H5	H6	H1	H2	H3	H4	H5	H6	
1.	Akshaya.S	19	20	21	22	23	24	25	26	27	28	29	30	Akshaya
2.	Amulu.M	19	20	21	22	23	24	25	26	27	28	29	30	Amulu.M
3.	Ananya Deepa.C	a	a	a	a	a	a	19	20	21	22	23	24	Deepa.C
4.	Anusha.S	19	20	21	22	23	24	25	26	27	28	29	30	Anusha.S
5.	Chandana Bhaskar	19	20	21	22	23	24	25	26	27	28	29	30	Chandana.B
6.	Deepa. C	19	20	21	22	23	24	25	26	27	28	29	30	Deepa.C



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7.	Fareen	13	14	15	16	17	18	19	20	21	22	23	24	Fareen					
8.	Hemavathy	a	a	a	a	a	a	19	20	21	22	23	24	Hemavathy					
9.	Jaishree G	13	14	15	16	17	18	19	20	21	22	23	24	Jaishree					
10.	Jerolin Mercy A	a	a	a	a	a	a	19	20	21	22	23	24	Jerolin					
11.	Jessica Priya	13	14	15	16	17	18	19	20	21	22	23	24	Jessica Priya					
12.	Kavya S.D	19	20	21	22	23	24	25	26	27	28	29	30	Kavya S.D					
13.	Maria Shekinah.S	19	20	21	22	23	24	25	26	27	28	29	30	Maria					
14.	Mary Griselda Raj S	19	20	21	22	23	24	25	26	27	28	29	30	Mary Griselda					
15.	Mitali Raj	13	14	15	16	17	18	19	20	21	22	23	24	Mitali Raj					
16.	Namratha M	19	20	21	22	23	24	25	26	27	28	29	30	Namratha M.					
17.	Nibedita Barik	19	20	21	22	23	24	25	26	27	28	29	30	Nibedita					
18.	Pavani Pavithra P.M	19	20	21	22	23	24	25	26	27	28	29	30	Pavani					
19.	Preethi Kumari.P	19	20	21	22	23	24	25	26	27	28	29	30	Preethi					
20.	Priyanka Kumari.P	19	20	21	22	23	24	25	26	27	28	29	30	Priyanka					
21.	Ramya.R	19	20	21	22	23	24	25	26	27	28	29	30	R. Ramya					
22.	Rebecca Rani .S	13	14	15	16	17	18	19	20	21	22	23	24	Rebecca Rani .S					
23.	Reyason Basilica.A	19	20	21	22	23	24	25	26	27	28	29	30	Reyason.A					
24.	Saliha Salman	7	8	9	10	11	12	a	a	a	a	a	a	Saliha Salman					
25.	Salma Josephine.R	a	a	a	a	a	a	a	a	a	a	a	a	Salma Josephine.R					
26.	Tamanna Sharma .B	13	14	15	16	17	18	19	20	21	22	23	24	Tamanna					
27.	Tanisha.S	19	20	21	22	23	24	a	a	a	a	a	a	Tanisha.S					
28.	Trisha.S	19	20	21	22	23	24	25	26	27	28	29	30	S. Trisha					
29.	Uzma Tarannum	13	14	15	16	17	18	a	a	a	a	a	a	Uzma					
Trainer Name		Aul						Aul						Aul					
Trainer signature																			





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PROFILE OF THE TRAINER

Name: *Amit*

Qualification: *MCA*

Designation: *Tech Head*

Company's Name and Address:

TBT Mysore

Amit
Trainer's Signature

Amit
Head of the Department
Dept. of Business Administration
St. Anne's Degree College for Women
#23, Cambridge Road, Halasuru
Bangalore - 560 008



Nisha Joseph
PRINCIPAL
St. Anne's Degree College
For Women
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Bangalore - 560 008.



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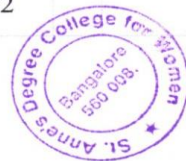


Department of Business Administration

Value Added Programme on “Web Designing ”Feedback Analysis

No. of Responses: 25

Akshaya B	U18HG21M0020	Jerolin mercy. A	U18HG21M0010
Anusha S	U18HG21M0008	Rebecca Rani .S	U18HG21M0025
Hemavathi.S	U18HG21M0030	Reyason Basilica. A	U18HG21M0006
Salma Josephine R	U18HG21M0027	Kavya sd	U18HG21M0031
Trisha. S	U18HG21M0009	Preethi kumari.P	U18HG21M0037
Mary Griselda	U18HG21M0019	Deepa C	U18HG21M0001
Namratha. M	U18HG21M0003	Ramya R	U18HG21M0014
Priyanka Kumari P	U18HG21M0002	Chandana bhaskar	U18HG21M0023
Nibedita barik	U18HG21M0004	Uzma Tarannum	U18HG21M0029
saliha salman	U18HG21M0016	Jaishree G	U18HG21M0007
Pavani PM	U18HG21M0013	Amulu.m	U18HG21M0021
Shekinah	U18HG21M0017	Tamanna sharma	U18HG21M0011
Jessica Priya A	U18HG21M0032		





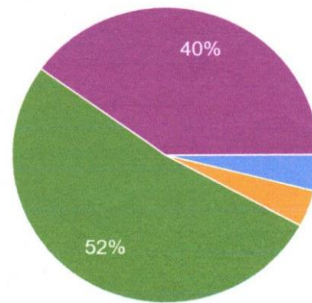
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The programme contents met with your expectations

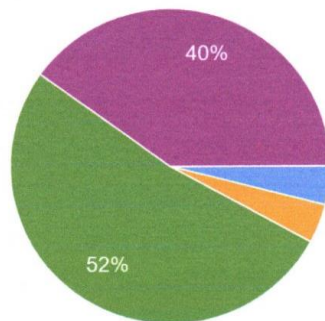
25 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

The sessions were clear and easy to understand

25 responses



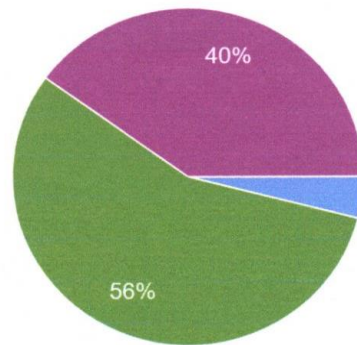
- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree





The trainer encouraged interaction and was helpful

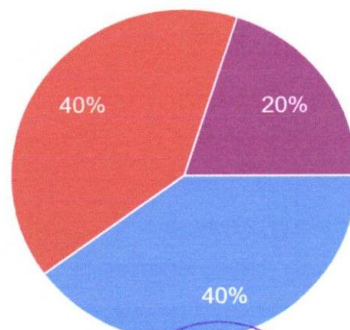
25 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

The trainer was well prepared and thorough

25 responses



- Strongly Agree
- Agree
- Neutral
- Disagree
- Strongly Disagree





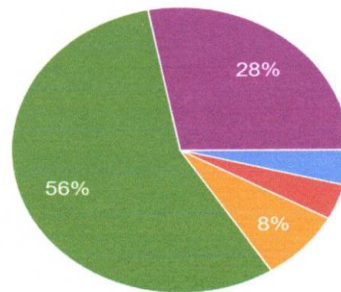
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The time allotted for the training was sufficient

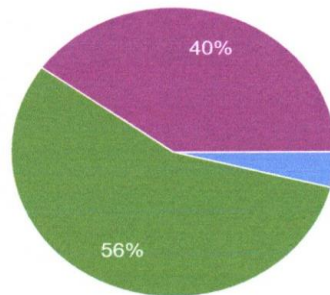
25 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

The topics covered were relevant and informational

25 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree



Arvind
HOD

Head of the Department
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Nisha Joseph
Principal

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Highlights

1. Hands-on web design projects and assignments.
2. Interactive sessions with practical demonstrations.
3. Continuous assessment through quizzes and assignments.
4. Final project showcasing students' web design skills.

Learning Outcomes

By the end of this course, students were able to:

5. Understand the fundamentals of HTML and CSS.
6. Create and style web pages using HTML and CSS.
7. Develop responsive web designs that work on various devices.
8. Apply advanced CSS techniques for layout and positioning.
9. Integrate HTML and CSS to build functional and visually appealing websites.

Conclusion

The Web Designing course provided III BBA students with essential skills and knowledge in web design, enhancing their academic and professional profiles. Through practical assignments, interactive sessions, and a final project, students gained a comprehensive understanding of HTML and CSS. This value-added program successfully prepared participants to create and maintain websites, contributing to their future career opportunities in business and technology.



Armed

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Department of Business Administration

Career Guidance Programme For BBA Students



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Department of Business Administration Circular

20th April 2024

This is to inform the students of BBA that the Department of Business Administration in collaboration with IQAC is organizing a career guidance session on "Competitive Exam"

Date : 29th April 2024

Venue: Language Lab

Time : 12:00 pm to 1:30 pm

"Attendance is Mandatory"




HOD

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Department of Business Administration Career Guidance on “Competitive Exams”

Date: 29th April 2024

Venue: Language Lab

Time: 12:30 pm to 1:45 pm

Total No. Of Participants:

Resource Persons: 02

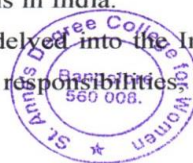
Students: 38

Objective: The objective of this session was to provide insights into competitive exams, particularly focusing on the UPSC exam, and offer detailed information about the Indian Administrative Service (IAS) as a career option.

Speaker: Ms. Precila from Transform IAS Academy led the session, leveraging her expertise in the field to guide students through the intricacies of competitive examinations.

Highlights from the session:

1. **Introduction to Competitive Exams:** The session commenced with an overview of competitive exams, emphasizing their significance in shaping careers, particularly in the public sector.
2. **UPSC Exam:** Detailed information was provided regarding the UPSC (Union Public Service Commission) exam, which stands as one of the most prestigious and challenging examinations in India.
3. **IAS in Detail:** Ms. Precila delved into the Indian Administrative Service (IAS), shedding light on its role, responsibilities, and the rigorous selection process.





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involved. She discussed the various stages of the examination, including the prelims, mains, and interview, offering valuable tips and strategies for effective preparation.

Outcome: The session provided students with valuable insights into competitive exams, equipping them with knowledge and resources to embark on their journey towards a career in public service. By understanding the nuances of the UPSC exam and gaining clarity on the prospects within the Indian Administrative Service, participants left the session better informed and motivated to pursue their aspirations in the field.



Asmita

HOD

Head of the Department
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Nishe Joseph

Principal

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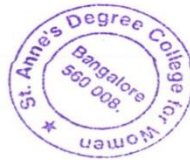
Department of Business Administration Career Guidance on “Competitive Exams”





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Arthi
HOD
Head of the Department
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Nisli Joseph
Principal
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4/29/24, 6:40 PM

Re: Invite for a career guidance session - annesbbm@gmail.com - Gmail

Gmail

in:sent

X 𠄎



Re: Invite for a career guidance session

annes bba <annesbbm@gmail.com>
to TRANSFORM

Dear Sir/Madam,

It is our privilege to thank you for accepting our invitation and delivering a career guidance session on "Competitive Exams" held on 29th April and expertise with us. We look forward to such informative programmes in future also.


With Best Regards,
Lily Regina Arthi Moses,
Head of the Department,
Department of Business Administration,
St. Anne's Degree College for Women,
Bengaluru.

On Wed, Apr 24, 2024 at 3:52 PM TRANSFORM IAS ACADEMY <transformiasacademy@gmail.com> wrote:
Dear Sir/ Madam

Thank you for your email

We Accept the Invite for the "Career guidance Session" at ST. ANNES COLLEGE, HALASURU.

The Session will be delivered as per the schedule.
(12:30 pm and 1:00 pm IST on 29th April 2024)


Head of the Department's
Dept. of Business Administration
St. Anne's Degree College for Women
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Bengaluru - 560 008




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4/28/24, 10:38 PM

Re: Invite for a career guidance session - annesbbm@gmail.com - Gmail

Gmail

Search mail

☰



TRANSFORM IAS ACADEMY

to me

Dear Sir/ Madam

Thank you for your email

We Accept the Invite for the "Career guidance Session" at ST. ANNES COLLEGE, HALASURU.

The Session will be delivered as per the schedule.
(12:30 pm and 1:00 pm IST on 29th April 2024.)

We strongly believe in Empowering Young minds and creating opportunities.

The focus of this session will be entirely based on the "Career Making" that will help students in selecting The Top-notch Government services.

Our aim is to guide the students about various career options in the field of Civil Services so that they can set themselves on a path towards a fruitful, fulfilling.

Warm Regards,

Transform IAS Academy
Kammanahalli, Bengaluru
Cell: 9986526271

On Tue, Apr 23, 2024 at 12:58 PM annes bba <annesbbm@gmail.com> wrote:

Head of the Department
Dept. of Business Administration
St Anne's Degree College for Women
#23, Cambridge Road, Haasuru
Bengaluru - 560 008



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4/28/24, 10:38 PM

Re: Invite for a career guidance session - annesbbm@gmail.com - Gmail



Search mail



On Tue, Apr 23, 2024 at 12:58 PM annes bba <annesbbm@gmail.com> wrote:
Dear Sir,

Greetings from the Department of Business Administration, St. Anne's Degree College for Women, Halasuru!

Profound thanks for taking our call and accepting our request to deliver a session on career guidance.

At the outset, I would like to once again utilize this opportunity to introduce our institution St. Anne's Degree College for Women at Halasuru, Ministry of Sisters of St. Anne's, Madras, that began in the 19th century. The college was firmly established in 2005 and has gained its popularity and contribution towards the society. It has shown tremendous growth over the years and offers programmes in undergraduate and postgraduate studies confidently.

You are requested to kindly deliver the session between 12:30 pm and 1:00 pm IST on 29th April 2024.

Do accept this as a formal invite for the session.

Thanks & Regards,
Lily Regina Arthi Moses,
Head, Department of Business Administration,
St. Anne's Degree College for Women,
Halasuru, Bengaluru
Cell: 9880855994

Reply

Forward



Armit
Head of the Department
Dept. of Business Administration
St. Anne's Degree College for Women
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Bengaluru - 560 008

Nisile Joseph
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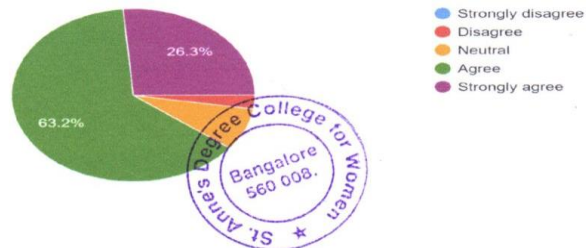


Department of Business Administration Career Guidance Programme on “Competitive Exams” Feedback Analysis

No. of Responses: 38

Names	Class	Names	Class
Salma Josephine R	III BBA	Barani	II BBA
Shekinah	III BBA	Karanam Pujitha	II BBA
Rebecca Rani S	III BBA	Amulu M	III BBA
Anusha.S	III BBA	Saliha Salman	III BBA
Tanishaa.S	III BBA	Pavani Pavithra.P M	III BBA
Priyanka Kumari P	III BBA	Jerolin mercy	III BBA
Tasneem sha zamani	II BBA	Celestina.j	I BBA
Nibedita Barik	III BBA	Andrea Joyce.A	I BBA
Monika T	II BBA	Barera	II BBA
Hemavathi.S	III BBA	Akshaya B	III BBA
S. Swathi	II BBA	Akshaya B	III BBA
Kavya S D	III BBA	Trisha. S	III BBA
Ramya R	III BBA	Ishikagowda	I BBA
Tamanna sharma	III BBA	samiksha.s	I BBA
Abhinaya. A	I BBA	Divya. R	II BBA
Preethi kumari.P	III BBA	Barani	II BBA
Shara.D	I BBA	Jaishree G	III BBA
Jessica Priya A	III BBA	Deepa C	III BBA
Namratha. M	III BBA	Shruthi.A	II BBA
Mitali Raj	III BBA		

The session content met with your expectations
38 responses





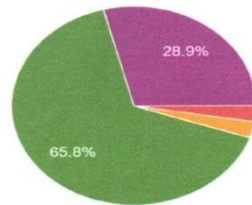
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The session was clear and easy to understand

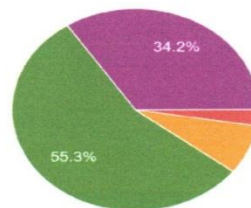
38 responses



● Strongly disagree
● Disagree
● Neutral
● Agree
● Strongly agree

The speaker encouraged interaction and was helpful

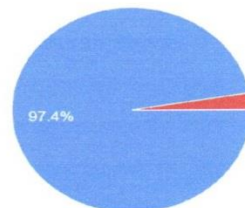
38 responses



● Strongly disagree
● Disagree
● Neutral
● Agree
● Strongly agree

Were the resources and materials provided during the session helpful in understanding the concepts?

38 responses



● Yes
● No



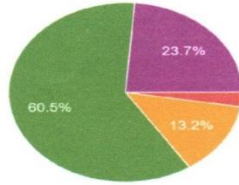


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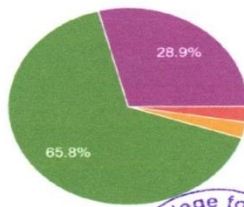


The time allotted for the session was sufficient
38 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree

The topics covered were relevant and informational
38 responses



- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree



Arthi
HOD
 Head of the Department
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Principal
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 For Women
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Department of Computer Application



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Department of Computer Application

Soft Skill Development Programme

For

I BCA Students



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CIRCULAR

DEPARTMENT OF COMPUTER APPLICATION

Date: 23rd July 2023


Subject: Soft Skill Development

This is to inform that Department of Computer Application is conducting a Soft Skill Development Programme on 1st August 2023 to 11th August 2023 for all the students of BCA.


HOD

Head of the Department
Department of Computer Application
St. Anne's Degree College for Women,
Halasuru, Bangalore-560008




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DEPARTMENT OF COMPUTER APPLICATION

SOFT SKILL TRAINING PROGRAM

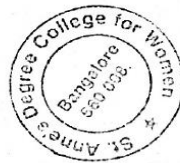
Year: 2023-2024

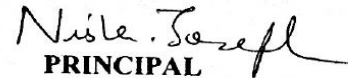
TIME TABLE

Duration	Timings	Class	Venue	Trainer's Name	Program
01.08.2023 To 09.08.2023	9.00am to 12.00am	I BCA	Room no:53	Mr. David Edison Communcation Specialist training, Working in Alchemy Solutions, Bangalore	Personality Development


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DEPARTMENT OF COMPUTER APPLICATION

SOFT SKILL SYLLABUS

Year: 2023-24

PROGRAMME OBJECTIVES:

Aim to increase learner's unique soft skills so as to develop attributes that enhance an individual's interactions, earning power and job performance.

The objective of the programme is to inculcate potential skills in the learners to prepare them to deal with the external world in a collaborative manner, communicate effectively, take initiative, solve problems, and demonstrate a positive work ethic so as to hold a good impression and positive impact.

Soft skill Unit: 1

- Introduction to Soft Skills
- Communication Skills
- Presentation Skills
- Time Management Skills

Soft skill Unit: 2

- Body Language & Etiquettes
- Group Discussion & Interview Skills
- Preparation of CV

Soft skill Unit: 3

- Emotional Intelligence Skills
- Life Skills
- Presentation on Soft Skills

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Nite. Souff

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DEPARTMENT OF COMPUTER APPLICATION

SOFT SKILL TRAINING REPORT

Year: 2022-23

Date	: 1 st August to 11 th August 2023
Resource person	: Mr. David Edison Communication Specialist training, Working in Alchemy Solutions Koramangala, Bangalore.
Venue	: Room no - 69
Time	: 9.00am to 12.00am
Class	: I BCA
Topic	: Personality Development

REPORT:

- ✦ The Soft Skill Programme was organized for I year BCA students during this academic year. Totally 60 Students attended the Programme. Duration of the Programme was 9.00-12.00am for 10 days.
- ✦ **Mr. David Edison** has overall 10+ years of experience as Communication Specialist training, Working in Alchemy Solutions, Koramangala, Bangalore.
- ✦ **Personality Development** includes activities that develop talents, improve awareness, enhances potential and looks to improve the quality of life. It involves formal and informal activities that put people in the role of leaders, guides, teacher, and manager for helping them realize their full potential.
- ✦ This session provides an overview of soft skills, including their definition, importance, and how to learn them.
- ✦ Soft Skills are traditionally considered complementary of Hard Skills, which are the abilities to perform a certain type of task or activity for their carrier.
- ✦ The topics covered during this session are **Communication, Teamwork, Problem-solving, Adaptability, Time Management, Leadership, and Work ethic.**





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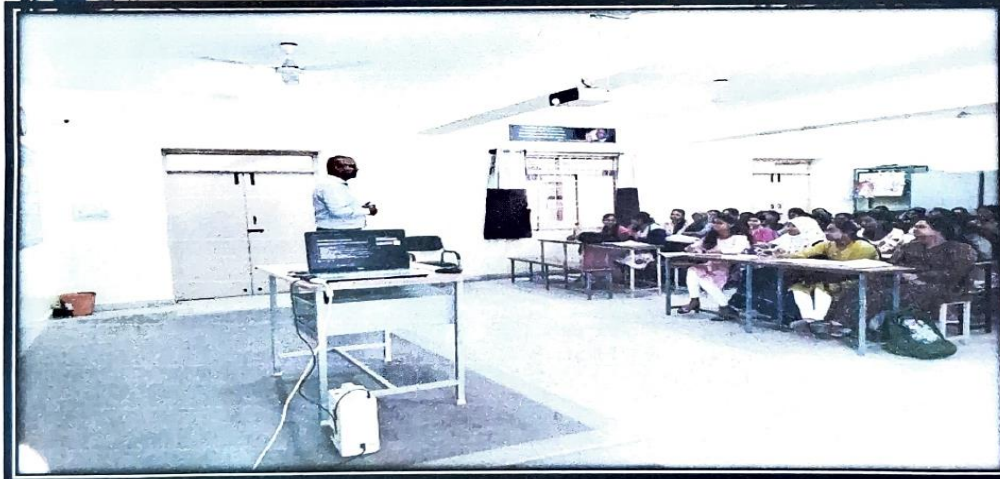
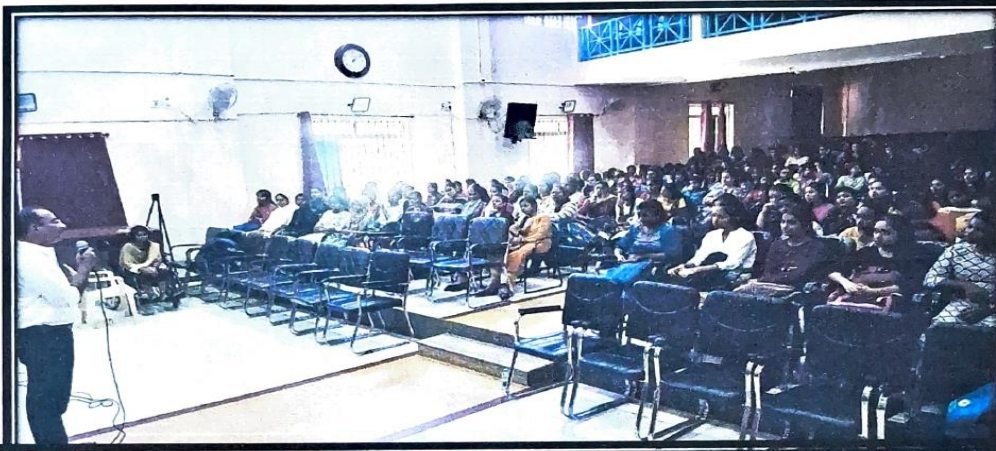
Photos:





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Nisla Joseph
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SOFT SKILLS ATTENDANCE SHEET

Academic Year: 2023-24

Program Name: BCA

Class: I BCA

Semester: I

Date: 1/8/23 to 11/8/23.

Time: 9:00 to 1:00pm

Duration (Hours): 4 hours per day.

Total Number of Students Enrolled: 58

SL. NO	NAME OF THE STUDENT	7/8/23				8/8/23				9/8/23				10/8/23				11/8/23				STUDENTS SIGNATURE
		H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	
1	ANITHA S	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Anitha S
2	ANJALI BG	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Anjali BG
3	ANJALI M	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Anjali M.
4	ANSHIKA SINGH	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Anshika Singh
5	ARADHANA M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Aradhana M
6	ASFIYA REHAMANI K	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Asfiya Rehamani
7	AYESHA KAMELA MANAL	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Ayisha Kamel
8	BHOOMOKA KP	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Bhoomika



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SL. NO	NAME OF THE STUDENT	7/8/23				8/8/23				9/8/23				10/8/23				11/8/23				STUDENTS SIGNATURE
		H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	
9	CHAITHRA P	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Chaitra P
10	CHAITHRA R U	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Chaitra R U
11	DIVYASHREE M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Divyashree M
12	GIRIJA R	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Girija R
13	HARINI L	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Harini L
14	IMMACULET BELCY R	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Immaculet Belcy R
15	JANCY C	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Jancy C
16	JASMINE MARY Y	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Jasmine Mary Y
17	JESSICA CHRISTINA NORONHA	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Jessica Christina Noronha
18	JOYCE SALOMY A	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Joyce Salomy A
19	K ABINAYA	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	K Abinaya
20	KALAISELVI M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Kalaiselvi M
21	KAVYANJALI	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Kavyanjali
22	KEERTHI T	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Keerthi T
23	KRUTHIKA L	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Kruthika L
24	LAKSHIKA M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Lakshika M
25	LAVANYA M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Lavanya M
26	LIDYA G	A	A	A	A	A	A	A	A	21	22	23	24	25	26	27	28	29	30	31	32	Lidya G



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SL. NO	NAME OF THE STUDENT																	STUDENTS SIGNATURE				
		H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4	H1	H2	H3	H4					
27	MANUPAMA	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Manupama
28	MADHUMITHA G	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Madhumitha G
29	MANASAY	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Manasay
30	MEENAS	17	18	19	20	A	A	A	A	21	22	23	24	25	26	27	28	29	30	31	32	Meena
31	MS LAVANYA	21	22	23	24	25	26	27	28	A	A	A	A	29	30	31	32	33	34	35	36	Meena
32	MUNDLA SWATHI	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	M. Swathi
33	NARGIS M	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Nargis
34	NETRAVATHI	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Netravathi
35	NIKHAT ARBIA	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Nikhath Arbia
36	PALAK VIDUR TIWARI	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Palak Tiwari
37	POOJA VS	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Pooja
38	PRAGATHI M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Pragathi M
39	PREETHA A	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Preetha A
40	PREETHI B	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Preethi B
41	R HARINI	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Harini R
42	R TEJASWINI	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	R Tejaswini
43	RAKSHITHA R	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Rakshitha R
44	RAKSHITHA U	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Rakshitha U
45	REBECCA DAVIDS	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Rebecca Davids





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SL. NO	NAME OF THE STUDENT	7/8/24				8/8/24				9/8/24				10/8/24				11/8/24				STUDENTS SIGNATURE
		H 1	H 2	H 3	H 4	H 1	H 2	H 3	H 4	H 1	H 2	H 3	H 4	H 1	H 2	H 3	H 4	H 1	H 2	H 3	H 4	
46	RITHIKA K	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	Rithika-k
47	SYUVASHREE	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Syuvashree
48	SADIA KHAN	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sadia Khan
49	SAGANA M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sagana M
50	SANDHYAS	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sandhya S
51	SHARLLY J	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sharlly J
52	SHYNAZ M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Shynaz M
53	SINDHUJA CS	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sindhuja CS
54	SUJITHA K	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Sujitha K
55	SWETHA B	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	A	A	A	A	Swetha B
56	TANUJA S	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Tanuja S
57	TANUSHREE V	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Tanushree V
58	VIDYA K	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Vidya K
59	YADAVALLI JAMEEMA STELLA	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Jameema Stella
60	YESHESHWINI M	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	Yesheshwini M
Trainer Name																						
Trainer signature		David David David David																				



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PROFILE OF THE TRAINER

Name: DAVID EDISON

Qualification: Graduate

Designation: Communication Specialist

Company's Name and Address:

Alchemy Solutions
Kormangla, Bangalore.

Trainer's Signature

Head of the Department
Department of Computer Application
St. Anne's Degree College for Women,
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Department of Computer Application

SOFT SKILL DEVELOPMENT

Feedback Form

Date: 1st August to 1st August 2023

1. How satisfied are you with the seminar? (Circle one.)

1 2 3 4 5
Very Very
Dissatisfied Satisfied

2. How was the instructor's overall teaching?

1 2 3 4 5
Very Very
Dissatisfied Satisfied

3. Was the instructor well prepared?

1 2 3 4 5
Very Very
Dissatisfied Satisfied

4. Whether the seminar was useful in upgrading your knowledge?

1 2 3 4 5
Very Very
Dissatisfied Satisfied

5. Whether the resource person was good in delivering the seminar?

1 2 3 4 5
Very Very
Dissatisfied Satisfied

6. How was the seminar useful? Give your suggestions for further seminar.

The seminar was very useful to me. They
were helpful to me





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Department of Computer Application

SOFT SKILL DEVELOPMENT

Feedback Form

Date: 1st August to 1th August 2023

1. How satisfied are you with the seminar? (Circle one.)

1 2 3 4 5
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Dissatisfied Satisfied

2. How was the instructor's overall teaching?

1 2 3 4 5
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1 2 3 4 5
Very Very
Dissatisfied Satisfied

4. Whether the seminar was useful in upgrading your knowledge?

1 2 3 4 5
Very Very
Dissatisfied Satisfied

5. Whether the resource person was good in delivering the seminar?

1 2 3 4 5
Very Very
Dissatisfied Satisfied



6. How was the seminar useful? Give your suggestions for further seminar.

Seminar was very useful, I have learnt many
things which I don't know, so the seminar was very useful



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Department of Science PMC



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Department of Science PMC

**Soft Skill Development Programme
For
I B.Sc Students**



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SOFT SKILLS TRAINING PROGRAM CIRCULAR 2023-2024

Date: 05th August 2023


This is to inform first year students that soft skills program
“Presentation and Communication Skills Seminar” will be conducted
on 09th August 2023. Attendance is compulsory.

Timing: 10.00 Am to 12.00 Pm




Head of the Department

Head of the Department
Bachelor of Science [PMC]
St. Anne's Degree College For Women
Halasuru, Bangalore - 560 008


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Career Guidance Program "Presentation and communication skills seminar" ATTENDANCE SHEET

Academic Year: 2023-2024

Date: 09.08.2023

Program Name: B.Sc(PMC)

Class: I B.Sc

Sl.No	NAME OF THE STUDENT	STUDENT SIGNATURE
1.	BIBI ZAINAB	<i>Bibi Zainab</i>
2.	CHANDANA M	<i>Chandana</i>
3.	D ANNET BETTY	<i>D Annet Betty</i>
4.	QURATHULAIAN KHAN	<i>Qurathulain</i>
5.	SANGEETA	<i>Sangeeta</i>
6.	SANGEETA B	<i>Sangeeta</i>
7.	SHIVAMMA NINGAPPA DADDURA	<i>Shivamma</i>
8.	STACY SUSAN S	<i>Stacy</i>
9.	KONDRA. NANDINI	<i>K. Nandini</i>

PROFILE OF THE TRAINER

Name: Mr. Ravanna kannan,

Qualification:

Designation: Director, CAM Education

Company's Name and Address:

Trainer's signature: *Ravanna*



R. R.
Head of the Department

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Nisile Joseph
Principal
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SOFT SKILLS TRAINING PROGRAM CIRCULAR 2023-2024

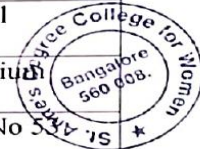
Date: 31st July 2023

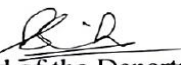
This is to inform all the first year students that soft skills program will be conducted from 01st August 2023 to 08th August 2023. Attendance is compulsory.

Timing: 09.00 Am to 02.30 Pm


Program Schedule:

Sl.No	Course	Topic	Trainer Name	Venue
1.	I B.Com(A) & BA	Personal Branding	Mr. Ruben	AV Hall
2.	I B.Com(B) & B.Sc.,(PMC& RH)	Personal Branding	Mr. Shailesh & Mr.Imran	Auditorium
3.	BCA & BBA	Personal Branding	Mr.David & Mr.Imran	Room No 55




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Head of the Department
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BACHELOR OF SCIENCE SOFT SKILLS TRAINING REPORT 2023 -2024

Name of Event: Soft Skills Training
Time scale of Event: 01st August - 08th August
Orator of Event: Mr.Shaileesh & Mr. Imran
Topic: Importance of communication skills in 21st Century

Soft Skills is a very popular term nowadays, used to indicate personal transversal competences such as social aptitudes, language and communication capability, friendliness and ability of working in team and other personality traits that characterize relationships between people. Soft Skills are traditionally considered complementary of Hard Skills, which are the abilities to perform a certain type of task or activity. Soft Skills are strategic to be successful in personal and professional life then is essential for the students when they try to obtain any kind of job. Enterprises generally hire new employees, in particular recent graduates, taking more in consideration their Soft Skills than their Hard Skills. This happens also for technical professions, because the company, in order to be competitive, needs to create good and effective teams and a collaborative working atmosphere.

A Seven days soft skills training Program were conducted to students of B.Sc., (PMC) with other department students. Mr.Shaileesh and Mr. Imran was a gifted orator who raised excellent points about importance of adaptation in the present scenario and made everyone in the conference wants to join this new revolution of communication. His oration had enthusiastic interaction with the spectators and had lively sessions till end and also led to remarkable results on increasing self-confidence.

Soft skills trainer Mr.Shaileesh and Mr. Imran shared a lot of conception and notion on importance and fundamental concepts of good communication skills and



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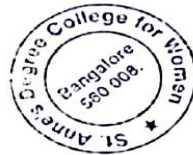
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how to overcome stage fear and most crucial good leadership quality and hoe to present you in Interviews. Several activity and task were conducted to learn the ability on how one can make themselves clear through non-verbal actions and how far can one understand the message conveyed. They has also been a tremendous orator by sharing some ethics and also funny and serious anecdote from his experience, in order us the young minds; understand a small glimpse on how the world or life or work life would be.

On the journey of 8 Days Mr.Shailleesh and Mr. Imran conducted more activates like **CONFLICT MANAGEMENT, DECISION MAKING**, to develop their leadership quality and Co-ordination of group. He also conducted **PRESENTATION** to help the student to connect the people and overcome their anxiety. **CASTEL BUILDING-** which trains the each individual to face the success and failure. The also conducted few professional activity such as mock interview, formal letter writing and some creative activity to help the students to develop the professional skills and time management.

At the end of the soft skills training program students were qualified and skilled **CONFIDENCE, LEADERSHIP SKILLS, TEAMWORK, COMMUNICATION SKILLS, ADAPTABILITY, TIME MANAGEMENT, LEARNING SKILLS, MAKING DECISIONS, GETTING RID OF ANXIETY**, etc.




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BACHELOR OF SCIENCE SOFT SKILLS TRAINING PROGRAM PHOTOGRAPH 2023-2024

TOPIC: Importance of communication skills in 21st Century





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[Signature]
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Department of Rehabilitation Science



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Department of Rehabilitation Science

Career Guidance Programme

For

III B.Sc Students



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DEPARTMENT OF REHABILITATION SCIENCE

13th May 2024

Circular


This is to inform that students of III B. Sc Rehab are here by going on for value added programme or Add on Programme for the academic year 2023 – 2024 which is scheduled from 15th to 20th May 2024.


COURSE TITLE: Clinical Management of Learning Disability

TIMINGS: 10:00 am – 05:00 pm

INSTITUTE: DR. S R CHANDRASHEKAR INSTITUTE OF SPEECH AND HEARING


Staff In charge


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Department of Rehabilitation Science

Academic Year – (2023 – 2024)

ADD ON PROGRAM

TIME TABLE

Duration	Timings	Class	Venue	Trainer's Name	Program
15.05.2024 To 20.05.2024	9.00 am – 4.30pm	III BSc Rehabilitation Science	Dr. SR. Chandrashekar Institute of Speech and Hearing	Ms. Alphonse Mary	Clinical Management of Learning Disability


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Department of Rehabilitation Science

ADD ON PROGRAMME – (2023 – 2024)

REPORT

DR. S.R. CHANDRASEKHAR INSTITUTE OF SPEECH & HEARING

Dr. S. R. Chandrasekhar Institute of Speech and Hearing (Dr. SRCISH), located in Bangalore, stands tall as a prominent institution, renowned for its excellence in both clinical and academic domains within India.

Established in the year 1977, Dr. SRCISH, has consistently demonstrated an unwavering commitment to serving individuals with communication disabilities. The scope of its services extends to a diverse range of conditions, including hearing impairment, voice disorders, stuttering, cleft lip, cerebral palsy, mental retardation, learning disability, autism spectrum disorders, and post-stroke communication disorders.

Dr. S. R. Chandrasekhar was a highly reputed E.N.T. surgeon in Bangalore. Born on 5th October 1930 in Mysore, he completed his early education in Bangalore and obtained his medical degree from Madras Medical College in 1956. He later proceeded to England for higher studies and became a Fellow of the Royal College of Surgeons (FRCS) in 1960, with specialization in E.N.T. He returned to India in 1961 and served as Professor and HOD of ENT, in Hubli Medical College, Bangalore Medical College and St. John's Medical College.

> CLINICAL SERVICES

• *SPEECH AND LANGUAGE*

The Speech-Language Pathology wing under the Department of Audiology and Speech-Language Pathology provides diagnostic services as well as therapeutic management for various speech and language disorders.

• *HEARING*

Imagine standing on the beach listening to the calm soothing waves, relaxing on the chair listening to the radio playing and children laughing, each moment is magical when your hearing is a part of it.

• *PSYCHOLOGY*

The department of Psychology works extensively to be an effective provider of psychological services and interventions that promote the mental, social and inter-personal wellbeing of individuals with disability.





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LEARNING OUTCOME

The students of III BSc Rehabilitation Science were sent for 30 Hours internship at the Dr. S.R. Chandra Sekhar Institute of Speech and Hearing for learning and improvising in the field of Learning Disability.

The students had number of sessions and interactions with learning disability students. They did few cases study related to learning disability by referring the child profile.

They have done a set of Informal Auditory Processing test to test the hearing ability of a person and to diagnose Weather the child has learning disability or not.

Overall, the students had great learning exposure towards the domain of Learning Disability.

Learning outcomes includes

- Identify, define and analyses problems and identify or create processes to solve them.
- Exercise critical judgement in creating new understanding.
- Critically assess existing understanding and recognize the need to regularly challenge all knowledge.
- Identify and apply new ideas, methods and ways of thinking.
- Respond effectively to unfamiliar problems in unfamiliar contexts.
- Advance reasoned and factually supported arguments effectively in written work and oral presentation.
- Work effectively with others, capitalizing on their different thinking, experience and skills.
- Identify and evaluate social, cultural, global, ethical and environmental responsibilities and issues.
- Demonstrate skills in time management.

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GALLERY



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Shobha

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DEPARTMENT OF REHABILITATION SCIENCE

ADD ON PROGRAM / VALUE ADDED PROGRAM

Academic Year: 2023 – 2024

Program Name: BSc. Rehabilitation Science

Class: III BSc. Rehabilitation Science

Semester: VI

Add On Program / Value Added Program Name:

Date: 15 – 05 – 2024 to 20 – 15 – 2024

Time: 10.00 am to 05:00 pm

Duration (Hours): 30

Total Number of Students Enrolled: 11





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ATTENDANCE SHEET

S. No	Name of the Student	Register Number	15/5	16/5	17/5	18/5	20/5
1.	AMRIN. S	U18HG21S0001	1	2	3	4	5
2.	SALOME JOYBELL W	U18HG21S0001	1	2	3	4	5
3.	KALA.R	U18HG21S0001	1	2	3	4	5
4.	NEHA. T K	U18HG21S0001	1	2	3	4	5
5.	ZAINAB KHANUM	U18HG21S0001	1	2	3	4	5
6.	RUBIYA NAAZ	U18HG21S0001	1	2	3	4	5
7.	SHWETHA K	U18HG21S0001	1	2	3	4	5
8.	MUZAKIRA BANU	U18HG21S0001	1	2	3	4	5
9.	JACULINE MARY S	U18HG21S0001	1	2	3	4	5
10.	SAHANA M	U18HG21S0001	1	2	3	4	5
11.	JHANSIRANI S	U18HG21S0001	1	2	3	4	5


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