

BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

Accredited by NAAC With 'A' Grade Approved by AICTE, New Delhi & Affiliated to Shivaji University, Kolhapur Near Chitranagari, Kolhapur - 416013 (MS) DTE INSTITUTE CODE : EN-6288 Tel.No.: (0231) 2638893, 2638894, Fax : 2636050

PRINCIPAL Dr. Vijay Ghorpade M.E., Ph. D. (Computer)

FOUNDER CHANCELLOR Dr. Patangrao Kadam M.A., LL. B., Ph. D.

Tel.No.: (0231) 2638893, 2638894, Fax : 2636050 Web : http://coekolhapur.bharatividyapeeth.edu E- mail : coekolhapur@bharatividyapeeth.edu

NAAC SSR CYCLE- 2



Criterion 3	Research, Innovations and Extension
Key Indicator 3.2	Innovation Ecosystem
3.2.2 Number of	workshops/seminars/conferences including on Research
Methodology, I	Intellectual Property Rights (IPR) and entrepreneurship
conducted durin	g the last five years

Workshop: Communication and Professional Skills - STTP



BHARATI VIDYAPEETH'S

COLLEGE OF ENGINEERING, KOLHAPUR

- Organizing Department : Computer Science & Engineering
 - Name of Activity : Workshop on "Communication and Professional Skills"
- Date of Activity : 25/04/2022 to 29/04/2022
- No. of Participants : 150
- **Participants from** : TY Students of all branches
- **Resource Person** : Dr Vaishali Shinde, Free-lancer, Kolhapur.

Details of Activity : Five days Short Term Training programme (STTP) on "Communication and Professional Skills" was organized from 25/04/2022 to 29/04/2022 for TY Students of all branches. The main agenda for the workshop was to let the students know the knowledge of communicant and professional skills. Knowledge was shared by Dr. Vaishali Shinde with the audience regarding how to use the skills while having group discussion or interviews, which is the need of current industry. Followed by a question and answer session.

In the session following points were covered:

- Language :- Vocabulary and Grammar;
- Business Communication:- Listening, Reading, Writing skills;
- Business Communication:- Speaking, Nonverbal communication ;
- Soft Skills:- SWOT Analysis, Goal Setting- time Management, positive attitude, assertiveness, conflict Negotiation/resolution, Critical thinking and analytical thinking, Team Spirit and leadership.
- Intra-Internal Organizational Behaviour:- Business Etiquette
- Interview Techniques
- Outcome of Activity
 - Students learnt to develop their grammatical skills along with different soft skills
 - Students were able learn different etiquette, grooming skills and how to face interview with confident.
- How it Bridges gap between Industry and Academia:

This Workshop was intended to give the students knowledge about latest trends in attending different interview skills. Also, Students got ideas about etiquette and group discussion.

• Photos:

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STTP on "Communication and Professional Skills"



Prof. P A Kharade/ Prof D A alone **Coordinator**



Ct.

Mrs. S. M. Mulla

Dr. Vijay R. Ghorpade Principal

HoD



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NAAC- "A" Grade

PRINCIPAL Dr. Vijay Ghorpade

Date:- 6/5/2022

To, The Chairman. Lead College, D.K.T.E. College of Engineering Ichalkaranji

Out Ward: - BV/COEK/ 59/2021-22

Subject: Expenses for Five Days Short term training programmee on 'Communication and Professional Skills'

Dear Sir,

Department of Computer Science & Engineering of our institute has organized and successfully completed one Week Short Term Training Programme (STTP) on "Communication and Professional skills" for Students from 25th April 2022 to 29th April 2022.

The expense for this workshop is as follows.

Sr. No.	Particulars	Approximate Amount
		(Rs.)
1.	Remuneration of Resource Person	15000/-
	Tota	l 15000/-

We have already received 15% amount from lead college to conduct this STTP program. This is for your kind information and further needful. With regards,

Dr. V. R. Ghorpade Principal

Ledger book Page No.	BHARATI VIDYAPEETH'S	στισ	Vr. No.
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Principal Bharati Vidyapeeth's College of Engineering Kolhapur

Subject: Acknowledgement of Cheque Received for STTP on "Communication and Professional Skills"

Dear Sir,

То

We gratefully acknowledge the cheque of Rs.15,000/-(Fifteen thousand rupees only) as payment of resource person renumeration for STTP on "Communication and Professional Skills". Training program is successfully conducted from 25/4/2022 To 29/4/2022. Students response was very good for all sessions and this program will be helpful for students overall life skill development. I acknowledging your payment. Thanking you, and looking forward to continued such training opportunities in the future as well.

Thank you very much

Best Regards

Dr. Vaishali Shinde



BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

Academic Year:- 2021-22

Date :- 23/04/2022

All the Departments are hereby informed that our college has organized one week STTP Workshop on "*Communication and Professional Skills*" from 25th April 2022 TO 29th April 2022 under lead college concept.

Workshop is organized for TY students of all branches, so it's the responsibility of the departmental coordinator to take attendance of their respective branch students for all the five days, also the attendance must be taken in three sessions per day.

Sr.no	Department	coordinator	Sign
1 .	Civil Engineering	Prof. V B Patil	Fatil
2	Electronics & Telecommunication	Prof. R R Suryawanshi	GH
3	Mechanical Engineering	Prof. A P Kadam	Ahn
4	Computer Science & Engineering	Prof. Mrs P R Patil	sous

Prof. P.A. Kharade/ Prof D A Alone STTP Coordinator

Prof S. M. Mulla HODCSE

Dr. Vijay R. Ghorpade Principal



BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

Academic Year:2021-22

NOTICE

Date: 23/04/2022

All TY students are informed that department of CSE has organized one week Short Term Training Program (STTP) on "*Communication and Professional Skills*" from 25th April 2022 to 29th April 2022 at college auditorium under lead college.

Along with activities like writing report, e-mail, cover letter and resume, group discussion, presentation, mock interviews following contents will be covered during this STTP.

	10.00	
Session I	10.00 am to 12.00 pm	Inauguration
	1	Language- Vocabulary and Grammar
Session II	1.00 pm to 3.00 pm	Business Communications-Listening, Reading, Writing skills
Session III	3.30 pm to 5.00 pm	Business Communications- Speaking, Non-verbal communication
		Day 2 - 26/04/2022
Session I	10.00 am to 12.00 pm	Soft Skills- SWOT analysis, Goal Setting, - time management
Session II	1.00 pm to 3.00 pm	Soft Skills-positive attitude, Assertiveness, Conflict Negotiation/resolution
Session III	3.30 pm to 5.00 pm	Soft Skills - Critical Thinking, Analytical thinking
		Day 3- 27/04/2022
Session I	10.00 am to 12.00 pm	Soft Skills - Team spirit and leadership
Session II	1.00 pm to 3.00 pm	Activity- Group Discussions
Session III	3.30 pm to 5.00 pm	Intra/Inter Organizational Behavior-Business Etiquette
		Day 4- 28/04/2022
Session I	10.00 am to 12.00 pm	Intra/Inter Organizational Behavior-Cultural Sensitization & Professional Ethics
Session II	1.00 pm to 3.00 pm	Activity- Presentations
Session III	3.30 pm to 5.00 pm	Interview Techniques-Professional Grooming, Telephonic Interview, F2F Interview
		Day 5- 29/04/2022
Session I	10.00 am to 12.00 pm	
Session II	1.00 pm to 3.00 pm	Interview Techniques, Mock Interviews
Session III	3.30 pm to 5.00 pm	

Mrs. S. M. Mulla

HoD-CSE

Dr. V. R. Ghorpade Principal

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Lead College Student STTP Training Program Student Attendance

Workshop on Communication and Professional Skills

Duration: -25/4/2022 to 29/4/2022

Resource Person-Dr. Vaishali Shinde

Branch- ESTC ENGINEERING

Third Year Engineering

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Lead Coliege Student STTP Training Program Student Attendance

Workshop on Communication and Professional Skills

Duration: -25/4/2022 to 29/4/2022

Resource Person-Dr. Vaishali Shinde

Branch-

CSE ENGINEERING

Third Year Engineering

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Lead College Student STTP Training Program Student Attendance

Workshop on Communication and Professional Skills

Duration: -25/4/2022 to 29/4/2022

Third Year Engineering

Resource Person-Dr. Vaishali Shinde Branch- Mecho ສາກາງ ENGINEERING

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Workshop on Communication and Professional Skills Duration: -25/4/2022 to 29/4/2022

Resource Person-Dr. Vaishali Shinde Branch-

Third Year Engineering

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Ref. No. BV/COEK / 51 / 2021 -2022

Τò

Dr. Vaishali Shinde

Freelancing as a content developer,

Training in Communication and soft Skills, Kolhapur.

Subject :- Invitation as a Guest for STTP on "Communication and Professional Skills"

Respected Madam,

It gives me immense pleasure to inform you that Department of Computer Science & Engineering has organized one-week Short Term Training Programme (STTP) on *"Communication and Professional Skills"* from 25th April 2022TO 29th April 2022.

We wish to invite you as a Guest from 25th April 2022TO 29th April 2022.

We kindly request you to accept our invitation.

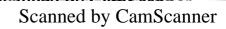
Thanking You,

HOD CSE

Mrs. S. M. Mulla

Principal

Dr. Vijay R. Ghorpade



Date: 29/4/2022

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BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING, KOLHAPUR

Accredited by NAAC With 'A' Grade Approved by AICTE, New Delhi & Affiliated to Shlvaji University, Kolhapur **UNDER & CHANCELLOR** Near Chitranagari, Kolhapur - 416013 (MS) : Patangrao Kadam DTE INSTITUTE CODE : EN-6288 Tel.No.: (0231) 2638893, 2638894, Fax: 2636050 M.A., LL. B., Ph. D. Web : http://coekolhapur.bharatividyapeeth.edu E-mail : coekolhapur@bharatividyapeeth.edu

PRINCIPAL Dr. Vijay Ghorpade M.E., Ph. D. (Computer)

Date: 29 4 22

Ref. No. BV/COEK / 51 12021 -2022

To,

Dr. Vaishali Shinde Freelancing as a content developer, Training in Communication and soft Skills, Kolhapur.

Dear Madain,

On behalf of Bharati Vidyapeeth's College of Engineering, Kolhapur, we wish to thank you for the valuable contribution you made at the one-week STTP on "Communication and Professional Skills" held from 25th April 2022 TO 29th April 2022.

We appreciate the time you took out of your basy schedule to join us and thank you for sharing your insights and expertise with our attendees. Your willingness to volunteer your time, energy and support is greatly appreciated. We also hope to have your association with us in future.

Again, many thanks for your time and effort.

Sincerely,

Mrs. S M Mulla HOD(CSE)

Dr. Vijay R Ghorpade Received All and thirde CAG. V. J. thirde