



Shirdi Sai Rural Institute's

ARTS, SCIENCE AND COMMERCE COLLEGE, RAHATA

"NAAC REACCREDITED "B++" GRADE COLLEGE"

A/P/Tal-Rahata, Dist.-Ahmednagar.(M.S.)423107

Affiliated to Savitribai Phule Pune University, Pune

www.ascrahata.org



SELF STUDY REPORT-CYCLE 3rd 2018-2023

Criterion: III
Research, Innovations and Extension

Key Indicator: 3.2
Innovation Ecosystem

Metric: 3.2.2 (Q_nM)

Number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)
BENGALURU



Name of the workshop/ seminar

Training Programme on Employability Skill

Report

6/11/2022 to 6/12/2022

INDEX

Sr. No	Content
1	Permission letter
2	Student Notice
3	Invitation letter
4	Syllabus
5	Report &Photographs
6	Attendance
7	Certificate

Dr. Jayshree Dighe,

HoD, Economics,

ASC College, Rahata.

November 4, 2022

To,

The Principal,

Arts, Science and Commerce college, Rahata

Subject: Regarding the permission to organize Training Programme on Employability Skills...

Dear Sir,

The Dept. of Economics would like to organize Training Programme on “**Employability Skills**” for third year B.A. B. Com., B.Sc. and M.Com students.

The training Programme will be scheduled on Wednesday November 9, 2022 to Tuesday December 6, 2022. You are requested to allow us to conduct the Training Programme.

Thank you,

Yours Sincerely,



Dr. Jayshree Dighe



SSRI's
Arts, Science and Commerce College, Rahata
Department of Economics
Announces a
Training Programme
on
"Employability Skills"
For Third Year Students

Dates: Wednesday, November 9, 2022 to Tuesday, December 6, 2022

Time: 11:00 AM to 5:00 PM

Venue: Seminar Hall, Arts, Science and Commerce College, Rahata

The Department of Economics is delighted to offer an inclusive **Training Programme on "Employability Skills"**. This initiative is personalized for Third Year students to prepare them for the challenges of the modern job market.

Programme Objectives:

- To enhance resume writing skills.
- To train students in effective interview techniques.
- To develop communication skills essential for the workplace.
- To foster problem-solving and critical thinking abilities.
- To promote time management and organizational skills.
- To encourage teamwork and leadership qualities.

Programme Schedule: Duration: (*Note: The program will be conducted in two batches.*)

Start Date: Wednesday, November 9, 2022

End Date: Tuesday, December 6, 2022

Timings: Morning Session: 11:00 AM - 2:00 PM

Afternoon Session: 2:00 PM - 5:00 PM

Why Attend?

Participating in this training programme will give you a competitive edge in the job market by training you with the necessary skills and confidence to excel in your career.

Key Focus Areas:

1. **Resume Building:** Learn how to create a compelling and professional resume.
2. **Interview Techniques:** Master the art of acing interviews with confidence.
3. **Communication Skills:** Develop effective verbal and non-verbal communication skills.
4. **Problem-Solving and Critical Thinking:** Enhance your ability to think critically and solve problems.
5. **Time Management:** Learn how to manage your time effectively to meet deadlines.
6. **Teamwork and Leadership:** Understand the importance of teamwork and develop leadership qualities.

Contact Information: For more details, please contact:

Dr. Jayshree Dighe

Coordinator and HoD, Economics

Arts, Science and Commerce College, Rahata

Phone Number 8379966808



Shirdi Sai Rural Institute's,
Art's, Science and Commerce College, Rahata

A/p: - Pimplas, Tal: - Rahata Dist. Ahmednagar, 423107 Phone- (02423) 295488

(University of Pune Affiliated ID No. PU/AN/ASC/052/1997)

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ASC/TCS/Economics/2022-23

Date 04/11/2022

NOTICE

All the students of Third Arts Science and Commerce faculty are informed that the Department of Economics is going to organize Training Programme on **Employability Skills** on Wednesday November 19, 2022 to Tuesday, December 6, 2022 . at 11 am to 5 pm. in two batch. All should remain present and participate attentively in the training Programme.

Dr. Jayshree Dighe
(HoD, Economics)

PRINCIPAL
Art's, Science & Commerce College
Rahata, Dist. Ahmednagar.

Recipient of "Best Rural College Award" from Student Welfare Board (2011-12 and 2013-14)

By Savitribai Phule Pune University, Pune



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NAAC RE-ACCREDITED "B"++ Grade College



ASC Rahata/Economics/2022-23/475

Date : 4th November 2022

To,

Shri. Manoj Ramavat

Trainer ,

Tata Consultancy Services Olympus,

Rodas Enclave, Park Ln, Hiranandani Estate, Thane West, Thane, MS

Subject: Invitation as a Trainer for a One Day Training Programme ...

Respected Sir,

The Department of Economics, Arts, Science and Commerce College, Rahata cordially invites you to as a trainer for the training programme on **“Employability Skills”** for all the students of Arts Science and Commerce faculty from 9th November 2022 to 6th December 2022. In this context, it's my pleasure to invite you as a trainer for the above said event on 9th November 2022 ,at 10.00 am .

Kindly accept the invitation and oblige.

Thanking you,

Yours Sincerely,


PRINCIPAL
Art's, Science & Commerce College
Rahata, Dist. Ahmednagar.

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By Savitribai Phule Pune University, Pune

SSRI's,
ARTS, SCIENCE AND COMMERCE COLLEGE, RAHATA

DEPARTMENT OF ECONOMICS

Training Programme on Employability Skills

Syllabus

Topic 1- General

1. Corporate Etiquette
2. Resume making
3. Interview skills
4. Time management Team Management
5. Diversity

Topic 2- English

1. Introduction and conversation
2. Basic soft skills
3. Directions
4. Describing
5. Verbs
6. Adverbs
7. Adjectives
8. Articles
9. Prepositions
10. Conjunction
11. Time expression
12. Tenses
13. Conversations at work place
14. Free writing
15. Group Discussion

Topic 3 - Analytical

1. Basics of analytical Thinking
2. Letter and symbol
3. Family tree and directions
4. Data Sufficiency
5. Sentence construction
6. Logical Reasoning
7. Sitting Arrangement
8. Deductions and interpretations

Topic 4- Numerical

1. Basic Numbers
2. Rational Numbers
3. Algebra Powers
4. Number Series
5. Algebra
6. Legs and heads
7. Ratios
8. Ratio Application Basic Geometry
9. Area, surface area
10. Volume
11. Probability
12. Data management
13. HCF LCM
14. Speed time distance
15. Average
- 16. Percentage**

SSRI's,
ARTS, SCIENCE AND COMMERCE COLLEGE, RAHATA
DEPARTMENT OF ECONOMICS
REPORT
on
Training Programme on Employability Skills
06/12/2022

The Training Programme was organized on the theme “Employability Skills” by Department of Economics and IQAC, Arts Science and Commerce College Rahata, during 9th November to 6th December 2022 in collaboration with, TATA CONSULTANCY SERVICES for the students of Arts , Science and Commerce faculty.

The Training Programme on “Employability Skills” started on **9th November 2022, Wednesday at 10.30 am** with the inauguration. Dr. Jayshree Dighe, Head of the department of Economics welcomed the participants and gave an introductory speech of the training Programme. Dr. Archana Antre gave an introduction of the trainer Shri Manoj Ramavat trainer, TCS.

The trainer Shri. Manoj Ramavat was felicitated by Prof.(Dr.) Somnath Gholap , the Principal of the college. Dr. Mahesh Kharde, Director, Shirdi Sai Rural Institute Pravaranagar gave his best wishes for the training Programme. Prof. (Dr.) Somnath Gholap preside over the inaugural function. He assured to participant learning experience provided in this training programme through both theory and practical sessions and prepare the trainees to carry out successful employability skills. Dr. Suresh Pulate, Vice Principal and HoD, Commerce gave his best wishes for the training Programme. The inaugural function concluded with vote of thanks by Dr. Jayshree Dighe, extended her expression of gratitude to all associates who contributed for the training Programme .

The training Programme started from **9th November 2022** and ended 6th December 2022. It was a 23 days training Programme. Total 98 student registered for the Programme from third year of Arts and Commerce stream. Two batches were formed and everyday 4 hours training was given to each batch. It was a 90 hours training per batch. In training Programme trainer Mr. Manoj Ramavat focused on the theme Employability Skills like Corporate Etiquette, Resume writing, Interview skills, Time management Team Management, Diversity, Introduction

and conversation, Basic soft skills, Directions, Describing, Verbs, Adverbs, Adjectives, Articles, Prepositions, Conjunction, Time expression, Tenses, Conversations at work place, Free writing, Group Discussion, Basics of analytical Thinking, Letter and symbol, Family tree and directions, Data Sufficiency, Sentence construction, Logical Reasoning, Sitting Arrangement, Deductions and interpretations, Basic Numbers, Rational Numbers, Algebra Powers, Number Series, Algebra, Legs and heads, Ratios, Ratio Application Basic Geometry, Area, surface area, Volume, Probability, Data management, HCF LCM, Speed time distance, Average, Percentage.

The Valedictory function of the training programme on “Employability Skills” was held on December 6, 2022 at 11.30 A.M at seminar hall . Dr. Suresh Pulate welcomed and introduced the chief guest. Dr. Archana Antre also read the report of training programme Dr. Mahesh Kharde, Director, Shirdi Sai Rural Institute Pravaranagar was the Chief Guest of the function and Prof. (Dr.) Somnath Gholap, Principal, Arts, Science and Commerce College Rahata presided over the ceremony. Dr. Mahesh Kharde stated that there is a need of skill development to get career opportunities for the students and our institution effectively implementing such training programme.. All Faculty members attended the function

Miss. Harashda Naikwade and Miss. Komal Borde, student representatives shared their experience about the programme. Dr. Archana Antre proposed vote of thanks.

Feedback was collected online where all the participants gave their feedback about the training Programme attended by them. The Certificates were distributed to trainees , on successful completion of the training.

Dr. Jayshree Dighe and Dr. Archana Antre took efforts for the training programme.

Dr. Mahesh Kharde, Director, Shirdi Sai Rural Institute Pravaranagar Principal Prof. (Dr.) Somnath Gholap, Mr. Samir Jain, H.R. TCS regional head for Goa and Maharashtra helped for successful organization of the training programme. Dr. V. P. Bhalekar, Coordinator, IQAC and Prof. Sanjay Lahare, Vice-Principal and HoD, Botany, Dr. D. N. Dange, Vice-Principal, Dr. Suresh Pulate, Vice-Principal, Dr. Satyajit Potdar HoD, Physics and Mr. Sunny Nikale and Rahul Bansode our alumnus and all faculty members are supported to the department to make the event successful.


Photograph of the activity





Shri. Manoj Ramavat guiding to the students on Employability Skills



Valedictory function of the programme : Chief guest Hon'ble Dr. M. N. Kharde, Hon'ble Prin. Prof. (Dr.) S. S. Gholap, Shri. Manoj Ramavat and Vice Prin. Dr. S. K. Pulate.


(Dr. Jayshree Dighe)


IQAC, Co - ordinator
ASC College, Rahata
(Dr. Vikram P. Bhalekar)


PRINCIPAL
Art's, Science & Commerce College
Rahata, Dist. Ahmednagar.
(Prof. (Dr.) Somnath Gholap)

Department of Economics
Training Programme on Employability Skills

Attendance Sheet

[illegible]

[illegible]

[illegible]

51	Jejurkar Sulochana Vishnudas	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P
52	kanase Sainath Jagannath	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
53	Kudale Pavan Popat	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P
54	Mali Sonali Shivaji	A	A	A	A	P	A	P	A	P	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P
55	More Shraddha Sudam	A	P	P	P	P	A	P	P	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P
56	Murtadak Shivani Gorakshnath	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P	P
57	Mohite Gauri Anil	A	A	A	A	A	A	A	A	A	A	A	P	P	P	A	A	P	A	P	P	A	A	A	P
58	Mohite Pooja Sanjay	A	A	A	A	A	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P
59	Mokal Poonam Suresh	P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P
60	More Suvarna Shridhar	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
61	Nale Tejas Ashok	A	P	P	P	A	P	P	P	P	P	A	P	P	P	A	A	P	A	A	P	P	P	P	P
62	Naid Ansar Daruwale	P	P	P	P	P	A	A	P	P	P	A	P	P	A	A	A	A	A	A	P	A	A	A	P
63	Naikwade Harshada Balasaheb	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
64	Nale komal Sunil	P	A	P	A	A	A	A	A	P	A	A	A	A	A	A	A	P	P	A	P	A	A	A	P
65	Narode Ashwini Vilas	P	P	P	A	A	P	P	A	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P	P
66	Nikale Ankush Rambhau	P	A	P	P	P	P	P	P	P	P	P	P	p	P	P	P	P	P	P	P	P	P	P	P
67	Parkhe Aditi Raju	A	A	A	A	P	P	P	A	P	P	A	A	P	A	A	A	A	P	P	P	A	P	P	P
68	Parkhe Parinita Appasaheb	P	A	P	P	P	P	P	P	P	A	P	P	P	P	A	A	P	P	P	P	P	P	P	P
69	Pardhe Rinkal kailas	A	A	P	A	A	P	A	P	A	P	A	A	P	P	P	P	P	P	P	P	P	P	P	P
70	Pawar Rupali Sunil	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P
71	Phopase Prashant	P	A	A	A	A	A	A	A	A	A	A	A	P	P	A	A	P	P	P	P	A	A	A	A

72	Pote Vaishnavi bhausaheb	P	P	P	A	A	A	A	A	P	A	A	A	A	A	A	A	P	A	A	A	A	A	A
73	Raut Gaurav Bhagat	P	P	P	P	A	A	P	A	A	A	P	A	A	A	A	A	P	P	A	A	A	A	A
74	Raut Suvarna Chandrakant	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
75	Sapte Pratik Rajendra	A	A	A	A	A	P	P	A	A	P	A	A	A	A	A	A	A	A	P	A	A	P	A
76	Saad ansar shaikh	A	P	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	A	A	P	P	P	A
77	Sadaphal Prachi sanjay	P	P	P	P	P	P	P	A	A	P	P	P	P	A	A	A	P	P	P	P	P	P	P
78	Sadaphal sadhana Balasaheb	P	P	P	A	A	A	A	A	P	A	A	A	P	A	A	A	P	A	A	A	A	A	A
79	Sambare Avinash minanath	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P
80	Sarode Macchindra Uttam	P	P	P	P	P	P	A	P	P	A	P	A	P	A	A	A	P	P	A	P	P	P	A
81	Satne Prem Anil	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P
82	Sayyad Samir Gulamdastgir	A	P	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	P	P	P	P	P	P
83	Shaikh Rehan Salim	A	A	A	P	P	P	P	A	P	A	P	P	P	P	P	P	A	A	P	P	P	P	P
84	Shaikh Afrin Ashpak	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P
85	Shelar Dipali Balasaheb	P	P	P	A	P	P	A	P	P	A	A	A	A	P	A	A	A	P	P	P	A	A	A
86	Shelke Ravindra	P	A	P	A	A	A	A	A	A	A	A	A	A	A	A	A	P	P	P	P	A	A	A
87	Shewale Ganesh Ashok	A	A	A	A	P	A	P	A	A	P	A	A	P	A	A	A	A	P	A	P	A	P	P
88	Shinde Siddharth Sanjay	A	A	A	A	A	A	P	A	A	P	P	P	P	A	A	A	A	A	A	A	A	A	A
89	Shirsath Dipali Mangesh	P	P	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P
90	Solanki Sejal Ashok	A	A	A	A	P	A	P	A	P	A	P	P	P	P	P	P	P	A	P	P	P	P	P
91	Sonavane Deepali	P	P	P	P	P	P	A	A	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P

	Sanjay																							
92	Targe om satish	A	A	A	P	A	P	P	P	P	A	A	A	A	P	P	P	A	A	P	P	A	A	P
93	Thorat Vikas Rambhau	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
94	Tribhuvan Mahima Vijay	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
95	Tupe Pooja Narayan	P	A	P	P	P	P	P	P	P	P	P	P	p	P	P	P	P	P	P	P	P	P	P
96	Varahade Vishal Laxman	P	P	P	A	A	A	A	A	P	A	A	A	A	A	A	A	P	A	A	A	A	A	A
97	Wani Pravin Sampat	P	P	P	P	P	P	P	P	P	P	P	P	P	A	A	A	P	P	P	P	P	P	P
98	Waghe Manoj Uttam	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P

Dr. J. R. Dighe

(Dr. J. R. Dighe- Coordinator)

[Signature]
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 Rahata, Dist. Ahmednagar.



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of Arts, Commerce & Science College, Rahata for completing
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Industry ready

Joseph Sunil Nallapalli
CSR Head India

12/6/2022