



R. J. COLLEGE of Arts, Science & Commerce (AUTONOMOUS)

(Hindi Vidya Prachar Samiti's RAMNIRANJAN JHUNJHUNWALA COLLEGE of Arts, Science & Commerce)

Opposite Ghatkopar Railway Station, Ghatkopar (West), Mumbai 400086, Maharashtra, INDIA.

Website: www.rjcollege.edu.in Email: rjcollege@rjcollege.edu.in Tel No: +91 22 25151763 Fax No: +91 22 25150957

College is recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Affiliated to UNIVERSITY OF MUMBAI || NAAC Re-Accredited 'A' Grade (CGPA: 3.50)

HINDI VIDYA PRACHAR SAMITI'S
RAMNIRANJAN JHUNJHUNWALA COLLEGE OF ARTS, SCIENCE &
COMMERCE (AUTONOMOUS)

BBI Department

Academic Year: 2019-20

Value Added Course (Personality Development Sessions)

Notice

Department of B. Com (Banking & Insurance) is going to conduct a Value added course on Personality Development and Building Soft-skills for SYBBI Students during the month of January and February-2020.

Duration: 30 Hours

Learning Outcome:

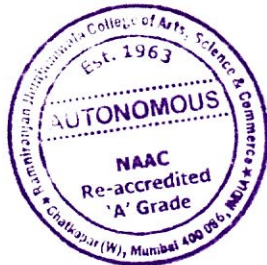
SYBBI:

Helps students in choosing and building a successful career
Helps students in getting a good job and progress in life.

Why should one do it:

To help students choose and build a career path and get a good job in their future.

Eligibility: Undergraduate Students



Ushu
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Syllabus included For SYBBI:

PERSONAL DEVELOPMENT PROGRAMME – PERSONALITY DEVELOPMENT
(INTERMEDIATE LEVEL)


Unit I	Building the Foundation: Understanding Personality and its Development, Assessment of various aspects of personality to get individualized feedback, Personal Goal Setting, understanding Career and Career path
Unit II	Fine tuning: Professional Communication essentials – getting your message across through emails, reports, covering letters, quick refresher on English language
Unit III	Professional Presentations: Making professional presentations using PowerPoint / Google slides
Unit IV	Learning the new order: Working with people – understanding interpersonal dynamics and team working
Unit V	Support skills: Understanding EQ and working on it. Stress and self-management. Conflict resolution.

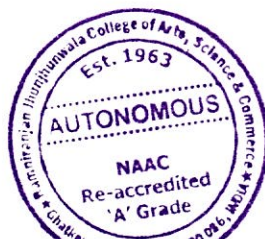
Requirements: Students must have basic English communication skills, and basic Computer knowledge.

Evaluation: Continuous Evaluation after each unit
Continuous evaluation theory and practical – presentations, role plays on stress management and team working and report writing

Marks: 100 Marks (Passing Standard: 40%)


Prof Nandini Jagannaryan
Head, Dept. of B.Com.(Banking and Insurance)


Dr. Prithvik Kulkarni
Principal
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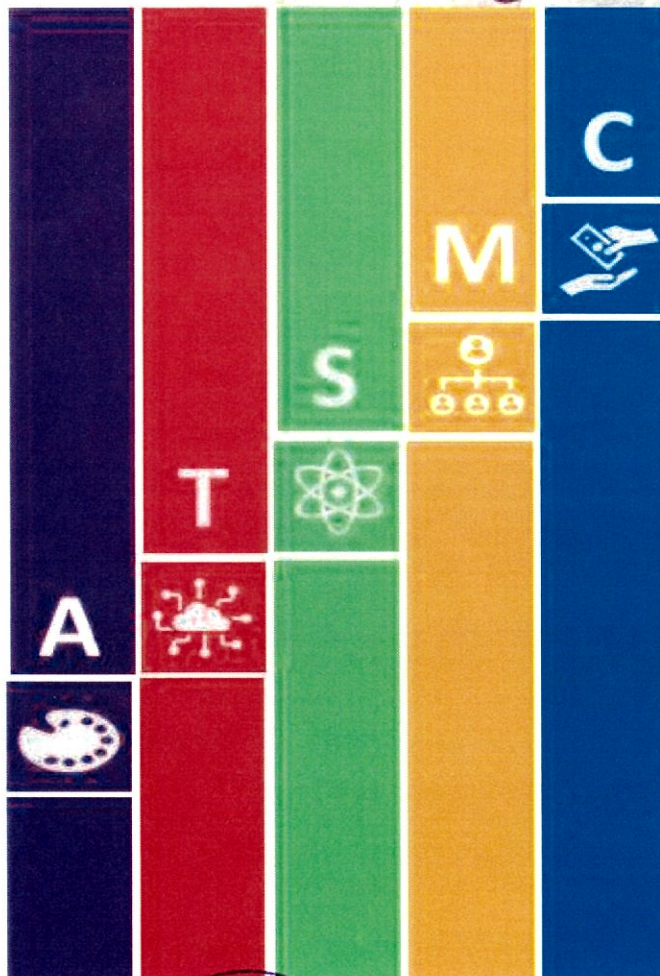


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(Also known as R. J. College of Arts, Science & Commerce as per UGC Notification)

Affiliated to UNIVERSITY OF MUMBAI || Recognized by UGC under 2f & 12B
NAAC Accredited 'A GRADE' with CGPA 3.50

Knowledge is all Ambrosia



CERTIFICATE COURSE IN

**Personal Development
Programme – Personality
Development
(Intermediate Level)**

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CERTIFICATE COURSE IN Personal Development Programme – Personal Grooming And Business Etiquette

UNIT 1

Building the Foundation: Understanding Personality and its Development, Assessment of various aspects of personality to get individualized feedback, Personal Goal Setting, understanding Career and Career path

UNIT 2

Fine tuning: Professional Communication essentials – getting your message across through emails, reports, covering letters, quick refresher on English language

UNIT 3

Professional Presentations: Making professional presentations using PowerPoint / Google slides

UNIT 4

Learning the new order: Working with people – understanding interpersonal dynamics and team working

UNIT 5

Support skills: Understanding EQ and working on it. Stress and self-management. Conflict resolution.

Course Code: **RJBBI2**

Duration: **30** hours



MEDIUM OF INSTRUCTION

English

EVALUATION

Continuous evaluation

100 MARKS PASSING 40



WHO SHOULD DO IT?

Any student



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Brochure



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DEPARTMENT OF B.COM (BANKING AND INSURANCE)

Presents

Value Added Course
Personality Development Sessions for SYBBI Class
Personality Development-Intermediate Level

Speakers
Mr. Shreepad Pharke
(Pacific Consultancy & Training Services)

January 7 to February
2, 2020

9:00 am to 12.00 pm

Room no. 49




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Value Added Course (Personality Development Sessions)

Report

Name of the Activity:

SYBBI: Value Added Course (Personality Development Sessions) Personality Development- Intermediate Level

Brief Report:

SYBBI: Grooming Etiquettes:

- ❖ Understanding and developing one's personality
- ❖ Fine tuning communication skills
- ❖ Making professional presentations

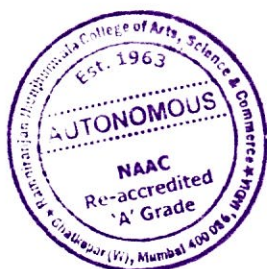
Number of Students:

SYBBI: 60 Students

Date: From January 7 to February 2, 2020

Time: 9.00 am to 12 noon

Resource Person: Mr. Shreepad Pharke (Pacific Consultancy & Training Services)



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LIST OF STUDENTS WHO COMPLETED VALUE ADDED COURSE

SR NO	NAME	CLASS	ROLL NO
1	AGAM KAJAL DADA SAVITA	SYBBI	1
2	BHOGLE DIVYA PRADEEP NEETA	SYBBI	2
3	CHAUDHARY ANAND MOHAN SANJIV KUMAR RENUKA	SYBBI	3
4	CHAVAN VAISHNAVI RAJENDRA ASHA	SYBBI	4
5	DUBEY ANAND BRIJESH KIRAN	SYBBI	5
6	GIRKAR KRUTIKA SHAM MEGHA	SYBBI	6
7	GUPTA ANJALI PRADEEP KUMAR ANITA	SYBBI	7
8	HUNDARE KETAN DYANESHWAR SUREKHA	SYBBI	8
9	JAISWAL NEHA SURESH SAROJ	SYBBI	9
10	JAISWAL ROHIT SURESH SAROJ	SYBBI	10
11	JHA SUMANKUMAR VINAY GINNI	SYBBI	11
12	KALOANDRA HALIMA USMAN ZAINAB	SYBBI	12
13	KAVATI MEENA MOHAN VANITA	SYBBI	13
14	KHOND HARSHADA RAJENDRA SAVITA	SYBBI	14
15	LAKHADE PRIYANKA SANJAY SANGITA	SYBBI	15
16	MAITRI SIMAN BHIMSEN GUNDMMA	SYBBI	16
17	MANDLIK SOURAV SHASHIKANT SHEVANTI	SYBBI	17
18	NAWALE NIKITA HARISHCHANDRA PRAMILA	SYBBI	18
19	PALAV KUSHAL DINESH BINDU	SYBBI	19
20	PANDEY SHEETAL SATISH VINDHYAVASINI	SYBBI	20
21	PARAB SUHANI VINAYAK VINITA	SYBBI	21
22	PARADKAR SURBHI PARSHURAM PALLAVI	SYBBI	22
23	PRASAD SACHIN RAJENDRA KALPATHI	SYBBI	23
24	RABSE SWAPNIL SUNIL SHWETA	SYBBI	24
25	RAJPUT RINKY RAJESH LEENA	SYBBI	25
26	RAM DEEPAK KUMAR DUKHIRAM MURTI DEVI	SYBBI	26
27	SAHU AARTI PRADEEP NALINI	SYBBI	27
28	SALUNKE PRANALI NARAYAN NAMBRATA	SYBBI	28
29	SATLE YOGITA MAHADEV MAMTA	SYBBI	29
30	SHAHA MUSKAN NISHAR JABINA	SYBBI	30
31	SHIRDHANKAR PRATIKSHA PRADEEP PRIYA	SYBBI	31
32	VISHWAKARMA RICHA GHANSHYAM MANISHA	SYBBI	32
33	YADAV ASHISHKUMAR RAMASARE CHANDADEV	SYBBI	33
34	YADAV DEEPTI VIRENDRA SUMITRA	SYBBI	34
35	JADHAV PRATIK VITTHAL ALKA	SYBBI	35
36	KHAN MOHAMMED WASEEM AKHTAR ALI GARIBUNISHA	SYBBI	36
37	JAGDALE ANIKET SHAMRAO SUNITA	SYBBI	37
38	BAIKAD RAMESHKUMAR GOPAL ANANTAMMA	SYBBI	38
39	SINGH NIDHI RAVINDRA PRATAP KANTI	SYBBI	39
40	DALVI RAVEENA RAVINDRA ROHINI	SYBBI	40
41	YADAV SIKHA SANJAY SUNITA	SYBBI	41
42	SIDDIQUE ATIFA ABDUL KALAM REHANA	SYBBI	42



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44	RAJBHAR NEHA RAJESH MAINA DEVI	SYBBI	44
45	SINGH SAKSHI ANIL KIRAN	SYBBI	45
46	SHAIKH MAHEK IRFAN SHABNAM	SYBBI	46
47	DHASAL VAISHALI SAINATH RUKMINI	SYBBI	47
48	GUPTA SANTOSHKUMAR DIVESHCHANDRA SUBHAVATI	SYBBI	48
49	SHAIKH NOOR FATIMA MEHNDI RAZA TANVIR	SYBBI	49
50	TIWARI NILESH KUMAR KRISHNAKANT MEERADEVI	SYBBI	50
51	TIWARI ANAND SYAMJIT SARITA	SYBBI	51
52	YADAV NIKITA RAMPALAT PREMADEVI	SYBBI	52
53	GUPTA SHIVANI SACHALAL SHANTIDEVI	SYBBI	53
54	TIWARI KOMAL JAGDISH ARCHANA	SYBBI	54



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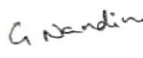
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Certificates

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This is to certify that
Shri/Kum. Yadav Deepti
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January 7 to February 2, 2020



Prof. Nandini Jagannarayan
Head, Dept. of B.Com (Banking and Insurance)


Dr. Usha Mukundan
Principal

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