

NAAC/2022/SSR/ Cr-I/1.2.1 & 1.2.2

Date: 14-9-2022.

Criterion 1 – Curricular Aspects

Key Indicator – 1.2 Academic Flexibility

<p>Metric No. 1.2.1 & 1.2.2</p>	<p><i>1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years</i> <i>1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years</i></p>
<p>Findings of DVV</p>	<ol style="list-style-type: none"> 1. Name of the program, duration, list of students enrolled (with signature of students), curriculum, assessment procedures year-wise 2. Summary report of each program year- wise along with their outcome. 3. Year-wise list of the students enrolled in the same programmes 4. Attendance sheet of Students participating with signature should be provided. 5. Model certificate, issued to the students to be uploaded 6. Add on/Certificate/Value added programs of minimum 30 hours duration to be considered.
<p>Response/Clarification</p>	<p>All the above documents are enclosed with the report of Add on /Certificate/Value added programs provided as Web-Links/ Hyper-Links.</p>

1.2.1.1: Number of Add on /Certificate /Value added programs offered during the last five years

<i>Year</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>	<i>2021-2022</i>
<i>Number</i>	3	2	3	6	7

1.2.2.1. Number of students enrolled in subject related Certificate/Add-on/Value added programs year wise during last five years

<i>Year</i>	<i>2017-2018</i>	<i>2018-2019</i>	<i>2019-2020</i>	<i>2020-2021</i>	<i>2021-2022</i>
Number	84	80	130	240	265

Year -1 (2017-2018)

Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Add on Course in Food Preservation	N.A.	2017-2018	1	1 Month	25	25
Add on course on Report Writing	N.A.	2017-2018	1	1 Month	38	38
Certificate Course in Functional Skills in English	N.A.	2017-2018	1	03 Months	21	21

Year 2 (2018-2019)

Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Add on Course in Fabric Painting	N.A.	2018-2019	1	1 Month	30	30
Certificate Course in Communicative English	N.A.	2018-2019	1	03 Months	50	50

Year 3 (2019-2020)

Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Certificate Course in Flower Arrangement	N.A.	2019-2020	1	3 Months	30	30
Certificate Course in Financial Accounting and Taxation	N.A.	2019-2020	1	3 Months	50	50
Certificate Course in Business Communication Skills in English	N.A.	2019-2020	1	3 Months	50	50

Year 4 (2020-2021)

Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Certificate Course in Basic Skills required for Career	N.A.	2020-2021	1	1 Month	40	40
Certificate Course in Corporate Communication and Public Relations	N.A.	2020-2021	1	1 Month	40	40
Certificate Course in Basic Preparation for Competitive Examination	N.A.	2020-2021	1	35 Days	40	40
Certificate Course in Health & Yoga	N.A.	2020-2021	1	35 Days	50	45
Certificate Course in Soft Skills for Personality Development	N.A.	2020-2021	1	1 Month	40	35
Certificate Course in Agricultural Marketing	N.A.	2020-2021	1	1 Month	40	40

Year 5 (2021-2022)

Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Certificate Course in Health and Yoga	N.A.	2021-2022	1	35 Hours	50	50
Certificate Course in Corporate Communication and Public Relation	N.A.	2021-2022	1	36 Hours	40	40
Certificate Course in Agricultural Marketing	N.A.	2021-2022	1	35 Hours	35	35
Certificate Course in Soft Skills for personality development	N.A.	2021-2022	1	35 Hours	35	35
Certificate Course in Basic English Language Skills	N.A.	2021-2022	1	35 Hours	35	35
Certificate Course in Basic Skills required for Career	N.A.	2021-2022	1	35 Hours	40	40
Certificate Course in Basic preparation for Competitive Examination		2021-2022		35 Hours	30	30


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1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Declaration

As the programs are for more than two days, the signature of the enrolled students is not maintained but the institution has maintained the attendance sheet showing their day to day attendance to the program/course.

The signatures of the students are taken at the time of enrollment and admission to the course and at the time of issuing certificates.


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**1.2.1 & 1.2.2 - SUPPORTING DOCUMENTS
(Academic Session- 2017-2018)**

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ACTIVITY REPORT (STC-1- 2017-2018) As per Template

Academic Year	2017-2018
Name of the Course	Short Term Certificate Course in food Preservation
Organizing Department	Department of Home-Economics
Duration of the course	1 Month
Number of Students Enrolled	27
Name of Course Coordinator	Dr. Rekha Meshram
Objectives of the course	<ol style="list-style-type: none"> 1. To introduce the method of food preservation. 2. To make students aware of making and preserving different pickles and jam, jelly. 3. To encourage students. 4. To bridge the gap and Supplement advanced learning content, a committee was established and syllabus was designed.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned the method of food preservation and its importance in day to day life. 2. Students learned green pea's preservation. 3. Students learned to make jam and pickle 4 Grades were given to the students. 5. Certificates were distributed.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Add on course in Food Preservation</u>


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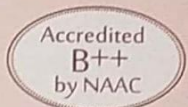
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Academic Year	2017-2018
Name of the Course	Short Term Certificate Course in report writing
Organizing Department	Department of English
Duration of the course	1 Month
Number of Students Enrolled	38
Name of Course Coordinator	Dr. Amol Raut
Objectives of the course	<ol style="list-style-type: none"> 1. To improve English writing skills. 2. To make students self confidence. 3. To encourage students to be competitive. 4. To make students aware of report writing skills and its uses.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned the method of report writing. 2. Students improved their English and writing skills. 3. Students became self confident. 4. Grades were given to the students after the examination conducted at the end of the course. 5. Certificates were distributed.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Add on course on Report Writing</u>


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Academic Year	2017-2018
Name of the Course	Short Term Certificate Course in functional English
Organizing Department	Department of English
Duration of the course	3 Months
Number of Students Enrolled	21
Name of Course Coordinator	Dr. Amol Raut
Objectives of the course	<ol style="list-style-type: none"> 1. To improve English efficiency and to increase vocabulary. 2. To make students self confident. 3. To encourage students to face interviews and to improve communication skills. 4. To improve English reading, writing and speaking as well as grammar of the students.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students improved their reading, writing, speaking and overcome from English fear. 2. Students learned communication skills and became self confident. 3. Students learned to improve vocabulary. 4 Grades were given to the students. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<p><u>Certificate Course in Functional Skills in English</u></p>


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**1.2.1 & 1.2.2 - SUPPORTING DOCUMENTS
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Academic Year	2018-2019
Name of the Course	Short Term Certificate Course in Fabric Painting
Organizing Department	Department of Home Economics
Duration of the course	1 Month
Number of Students Enrolled	30
Name of Course Coordinator	Dr. Rekha Meshram
Objectives of the course	<ol style="list-style-type: none"> 1. To guide the students different aspects of fabric painting. 2. To teach students fabric painting techniques. 3. To encourage students to become creative. 4. To make students aware of the uses of fabric painting to decorate clothes, home furnishings etc.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students improved their artistic creativity. 2. Students learned home decorations tricks. 3. Students learned to paint clothes, curtains, table cloth etc. 4. Grades were given to the students. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Add on Course in Fabric Painting</u>


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Academic Year	2018-2019
Name of the Course	Short Term Certificate Course in Communicative English
Organizing Department	Department of English
Duration of the course	3 Months
Number of Students Enrolled	21
Name of Course Coordinator	Dr. Amol Raut
Objectives of the course	<ol style="list-style-type: none"> 1. To improve English efficiency and to increase vocabulary. 2. To make students self confident and to improve communication skills. 3. To encourage students to face interviews and to use the language in detailed situation. 4. To improve English reading, writing and speaking as well as grammar of the students.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students improved their reading, writing, speaking and overcome from English fear. 2. Students learned communication skills and became self confident. 3. Students learned to improve vocabulary, using the right word at right time and to frame effective questions, structuring sentences and paragraph. 4 Grades were given to the students. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Communicative English</u>


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ACTIVITY REPORT (STC-1- 2019-2020) As per Template

Academic Year	2019-2020
Name of the Course	Short Term Certificate Course on flower arrangement.
Organizing Department	Department of Home economics and department of lifelong and learning extension RTM Nagpur University.
Duration of the course	3 months
Number of Students Enrolled	30 students
Name of Course Coordinator	Dr. Rekha Meshram
Objectives of the course	<ol style="list-style-type: none"> 1. Students will learn hands-on skills from the fundamental of floral design. 2. To make students independent to move in the market. 3. To encourage students to establish their own business. 4. To complete the course according to the requirement for the job market.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned different flower arrangement styles. 2. Students became prepare for carrying out of minor and major events and commercial aspects of running successful floral making. 3. Students became independent to move in market. 4 Grades were given to the students. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Flower Arrangement</u>


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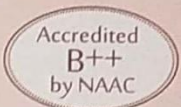
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Academic Year	2019-2020
Name of the Course	Short Term Certificate Course in financial accounting and taxation.
Organizing Department	Department of Commerce in collaboration with department of lifelong and learning extension RTM Nagpur University.
Duration of the course	3 months
Number of Students Enrolled	50 students
Name of Course Coordinator	Dr. Pramod Fating
Objectives of the course	<ol style="list-style-type: none"> 1. To let Students be able to analyze data calculation. 2. To teach students basic understanding of GST and latest taxation laws. 3. To encourage students to establish their work in area surrounding in finance and accounting. 4. To render a platform for the required skills and understanding for the subject in depth.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned accounting skills. 2. Program facilitated student's ability to work in area surrounding taxation, finance, accounting and marketing etc. 3. Students came to know the basic understanding of GST calculation. 4 Grades were given to the students. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Financial Accounting and Taxation</u>


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Academic Year	2019-2020
Name of the Course	Short Term Certificate Course in Business Communication Skills.
Organizing Department	Department of English .
Duration of the course	3 months
Number of Students Enrolled	50 students
Name of Course Coordinator	Dr. Amol Raut
Objectives of the course	<ol style="list-style-type: none"> 1. To improve the conversation and grammar of the students. 2. To teach basic business communication skills and informal writing and speaking etiquettes. 3. To teach internet uses, email writing, social media conversation to help in making career in area of globalization. 4. To give students a practical workplace to present their thoughts and ideas.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic informal and business communication skills. 2.The course helped participants to understand the obstacles and barriers in communication.. 3 Students were encouraged to build up self confidence and effectively present information in accordance with audience need. 4. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<p><u>Certificate Course in Business Communication Skills in English</u></p>



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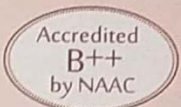
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Academic Year	2020-2021
Name of the Course	Short Term Certificate Course in Basic Skills required for career.
Organizing Department	Department of Commerce.
Duration of the course	1 month
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr. Pramod Fating
Objectives of the course	<ol style="list-style-type: none"> 1. To improve the basic formal conversation of the students. 2. To teach soft skills and informal writing and speaking etiquettes. 3. To teach internet uses, email writing, social media conversation to help in making career in area of globalization. 4. To give students a practical workplace to present their thoughts and ideas.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic informal communication skills. 2. Program facilitated students to understand listening, writing, reading and speaking confidently. 3. The course helped participants to understand the obstacles and barriers in career and how to overcome. 4. Students were encouraged to build up self confidence and effectively present information in accordance with audience need. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Basic Skills required for Career</u>


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Academic Year	2020-2021
Name of the Course	Short Term Certificate Corporate communication and public relations.
Organizing Department	Department of Commerce.
Duration of the course	1 month
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr. K.G.Meshram
Objectives of the course	<ol style="list-style-type: none"> 1. To teach the basic corporate communication. 2. To teach stakeholder theory and corporate identity. 3. To teach media relations, social media conversation, social responsibilities to help in making career in area of globalization. 4. To teach communication in times of crisis and conflict and employee communication.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic informal and corporate communication skills. 2. Program facilitated students to understand stakeholder theory customer relation and speaking confidently. 3. The course helped participants to understand the obstacles and barriers in career and how to overcome. 4. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Corporate Communication and Public Relations</u>


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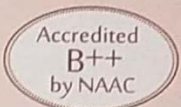
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Academic Year	2020-2021
Name of the Course	Short Term Certificate course in basic preparation for competitive examination.
Organizing Department	Department of History.
Duration of the course	35 days
Number of Students Enrolled	35 students
Name of Course Coordinator	Dr. Suryakant Kapshikar
Objectives of the course	<ol style="list-style-type: none"> 1. To prepare students for the competitive examination. 2. To motivate them for participating in various competitive examinations. 3. To give them knowledge of cracking the competitive exams. 4. To create awareness about various competitive examination. 5. to prepare students for facing the challenges in life and train them with updated knowledge.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic information of appearing in competitive examinations. 2. Students learned and got motivated to gain knowledge. 3. The course helped participants to understand the tricks to cr. 4 Students were encouraged to crack exams, to build up self confidence and mentalability. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Basic Preparation for Competitive Examination</u>


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ACTIVITY REPORT (STC-4- 2020-2021) As per Template

Academic Year	2020-2021
Name of the Course	Short Term Certificate course in health and Yoga.
Organizing Department	Department of Physical Education.
Duration of the course	35 days
Number of Students Enrolled	50 students
Name of Course Coordinator	Dr. Lalita Punnya
Objectives of the course	<ol style="list-style-type: none"> 1. To empower and motive students to achieve wellness. 2. To develop their overall personality. 3. To give them basic skills in various Yoga techniques that can be practiced for their own benefits. 4. To help them giving tricks of having mental peace.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic skills of being healthy and happy. 2. Students learned different techniques of Yoga. 3. The course helped them to develop their personality. 4 Students were encouraged to do Yoga and exercises daily to build up good health, self confidence and mental peace. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u><i>Certificate Course in Health & Yoga</i></u>


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ACTIVITY REPORT (STC-5- 2020-2021) As per Template

Academic Year	2020-2021
Name of the Course	Short Term Certificate course in Soft Skills and Personality development.
Organizing Department	Department of Marathi.
Duration of the course	35 days
Number of Students Enrolled	35 students
Name of Course Coordinator	Dr. Govind Rawlekar
Objectives of the course	<ol style="list-style-type: none"> 1. To motivate students to achieve success. 2. To develop their overall personality. 3. To give them basic skills of leading life as a good and confident member of society. 4. To contribute social and national development.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic skills of personality development. 2. Students learned different techniques impressive formal communication skills. 3. The course helped them to develop their personality. 4 Students were encouraged to be self confident and to fight with the hurdles come in their life. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Soft Skills for Personality Development</u>


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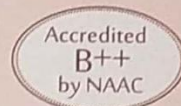



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ACTIVITY REPORT (STC-6- 2020-2021) As per Template

Academic Year	2020-2021
Name of the Course	Short Term Certificate course in Agricultural Marketing.
Organizing Department	Department of Economics.
Duration of the course	35 days
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr. Mahendra Kumar Katre
Objectives of the course	1. To develop promising human resources in agriculture marketing. 2. To cover a wide information network in agriculture to evolve efficient innovative and competitive marketing process. 3. To encourage and motivate students learn about the scope and opportunities in the field of agriculture.
Course outcomes in brief	1. Students were taught farm-produced goods, raw materials etc. 2. Students learned all the activities, agencies, and policies involved in farmer procuring farm inputs and agriculture products. 3 Students gain the information of agricultural marketing. 4. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Agricultural Marketing</u>


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**1.2.1 & 1.2.2 - SUPPORTING DOCUMENTS
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ACTIVITY REPORT (STC-1- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in Health and Yoga.
Organizing Department	Department of Physical Education.
Duration of the course	35 days
Number of Students Enrolled	50 students
Name of Course Coordinator	Dr. Lalita Punnya
Objectives of the course	<ol style="list-style-type: none"> 1. To empower and motive students to achieve wellness. 2. To develop their overall personality. 3. To give them basic skills in various Yoga techniques that can be practiced for their own benefits. 4. To help them giving tricks of having mental peace.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic skills of being healthy and happy. 2. Students learned different techniques of Yoga. 3. The course helped them to develop their personality. 4 Students were encouraged to do Yoga and exercises daily to build up good health, self confidence and mental peace. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Health and Yoga</u>


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ACTIVITY REPORT (STC-2- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in Corporate Communication and public relation.
Organizing Department	Department of Commerce.
Duration of the course	35 days
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr.K.G.Meshram
Objectives of the course	<ol style="list-style-type: none"> 1. To teach the basic corporate communication. 2. To teach stakeholder theory and corporate identity. 3. To teach media relations, social media conversation, social responsibilities to help in making career in area of globalization. 4. To teach communication in times of crisis and conflict and employee communication.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic informal and corporate communication skills. 2. Program facilitated students to understand stakeholder theory and customer relation. 3. The course helped participants to understand the obstacles and barriers in career and how to overcome. 4 Students were encouraged to build up self confidence and effectively present information in accordance with audience need. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Corporate Communication and Public Relation</u>


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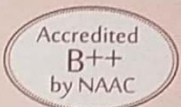
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ACTIVITY REPORT (STC-3- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in Agricultural Marketing.
Organizing Department	Department of Economics.
Duration of the course	35 days
Number of Students Enrolled	35 students
Name of Course Coordinator	Dr. Mahendra Kumar Katre
Objectives of the course	<ol style="list-style-type: none"> 1. To develop promising human resources in agriculture marketing. 2. To cover a wide information network in agriculture to evolve efficient innovative and competitive marketing process. 3. To encourage and motivate students learn about the scope and opportunities in the field of agriculture.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned farm-produced goods, raw materials etc. 2. Students learned all the activities , agencies, and policies involved in farmer procuring farm inputs and agriculture products. 3. The course helped them to learn sale of farm products. 4 Students gain the information of agricultural marketing. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Agricultural Marketing</u>


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ACTIVITY REPORT (STC-4- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in Soft Skills and Personality development.
Organizing Department	Department of Marathi.
Duration of the course	35 days
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr.Govind Rawlekar
Objectives of the course	<ol style="list-style-type: none"> 1. To motivate students to achieve success. 2. To develop their overall personality. 3. To give them basic skills of leading life as a good and confident member of society. 4. To contribute social and national development.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic skills of personality development. 2. Students learned different techniques impressive formal communication skills. 3. The course helped them to develop their personality. 4 Students were encouraged to be self confident and to fight with the hurdles come in their life. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Soft Skills for personality development</u>


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ACTIVITY REPORT (STC-5- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in Basic English language Skills.
Organizing Department	Department of English.
Duration of the course	35 days
Number of Students Enrolled	35 students
Name of Course Coordinator	Dr. Amol Raut
Objectives of the course	<ol style="list-style-type: none"> 1. To improve English efficiency and to increase vocabulary. 2. To make students self confident and to improve communication skills. 3. To encourage students to face interviews and to use the language in detailed situation. 4. To improve English reading, writing and speaking as well as grammar of the students.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students improved their reading, writing, speaking and overcome from English fear. 2. Students learned communication skills and became self confident. 3. Students learned to improve vocabulary, using the right word at right time and to frame effective questions, structuring sentences and paragraph. 4 Grades were given to the students. 5. Certificates were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Basic English Language Skills</u>


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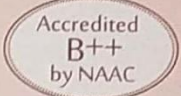
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ACTIVITY REPORT (STC-6- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in basic skills required for career.
Organizing Department	Department of Commerce.
Duration of the course	35 days
Number of Students Enrolled	40 Students
Name of Course Coordinator	Dr. Pramod Fating
Objectives of the course	<ol style="list-style-type: none"> 1. To improve the basic formal conversation of the students. 2. To teach soft skills and informal writing and speaking etiquettes. 3. To teach internet uses, email writing, social media conversation to help in making career in area of globalization. 4. To give students a practical workplace to present their thoughts and ideas.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic informal communication skills. 2. Program facilitated students to understand listening, writing, reading and speaking confidently. 3. The course helped participants to understand the obstacles and barriers in career and how to overcome. 4. Students were encouraged to build up self confidence and effectively present information in accordance with audience need. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u><i>Certificate Course in Basic Skills required for Career</i></u>


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ACTIVITY REPORT (STC-7- 2021-2022) As per Template

Academic Year	2021-2022
Name of the Course	Short Term Certificate course in basic preparation for competitive examination.
Organizing Department	Department of History.
Duration of the course	35 days
Number of Students Enrolled	40 students
Name of Course Coordinator	Dr. Suryakant Kapshikar
Objectives of the course	<ol style="list-style-type: none"> 1. To prepare students for the competitive examination. 2. To motivate them for participating in various competitive examinations. 3. To give them knowledge of cracking the competitive exams. 4. To create awareness about various competitive examination. 5. to prepare students for facing the challenges in life and train them with updated knowledge.
Course outcomes in brief	<ol style="list-style-type: none"> 1. Students learned basic information of appearing in competitive examinations. 2. Students learned and got motivated to gain knowledge. 3. The course helped participants to understand the tricks to cr. 4 Students were encouraged to crack exams, to build up self confidence and mental ability. 5. Certificates duly signed by the HOD of RTMNU were distributed to encourage them.
Web-Link/ Hyper-Link to the supporting Documents of the course:-	<u>Certificate Course in Basic preparation for Competitive Examination</u>


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