



Dattakala Shikshan Sanstha's

DATTAKALA GROUP OF INSTITUTIONS

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| DTE Code: 6628 | MSBTE Code: 1712 | AICTE ID: 1-5986711 | AISHE Code: C-44576 |

Date: 23/03/2023

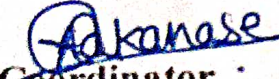
Notice

All the Students and Staff members are hereby informed that a Dattakala Group Of Institution's Faculty of Management is Organizing the Guidance on the "Language and Communication Skills" On 25/03/2023.

All the Students and Staff are requested to be present at 9.00. a.m. At Seminar Hall.

Resource Person:- Prof.Deshmukh N.P

Venue:- 1st floor Seminar Hall


Coordinator


Director
Director
Dattakala Group of Institutions
Faculty of Management
Swami Chincholi, Tel. Daund, Dist. Pune 413130



Dattakala Publications Foundation's

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Date:- 25/03/2023

Report on "Language and Communication Skills"

Dattakala Group of Institute Faculty of Management organized the event Guidance on the "Language and Communication Skill" on date 25/3/2023 from 9.00 AM onwards.

Name of the Program: Guidance on the Language and Communication Skill

Name of Speaker: Prof.Deshmukh N.P

Date of Conduction:- 25/03/2023

Objectives: Clarity and conciseness are two essential objectives of communication skills that enable you to express your thoughts and ideas effectively.

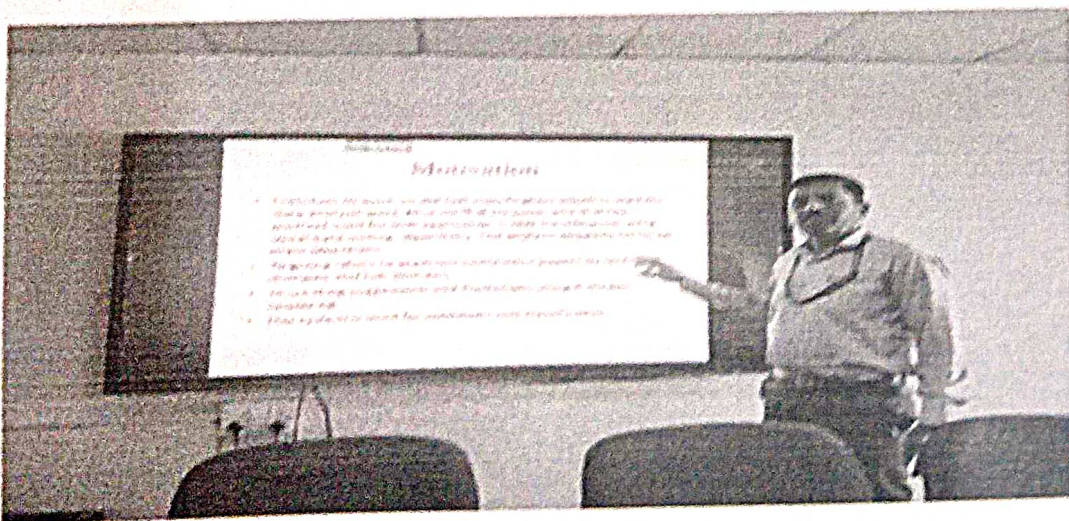
Targeted Audience: MCA Students

Venue: DGOI Swami-Chincholi, Seminar Hall.

Time: 9.30 AM onwards.

No. of Participants:101

In this program Dr. Deshmukh N.P has given guidance on Clarity refers to the quality of being easily understood and is important in ensuring that your message is not misinterpreted or misunderstood.





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Date: -25/03/2023

ATTENDANCE SHEET

Event Topic :- Language and Communication Skills

Speaker Name :- Dr. Deshmukh N.P.

Sr. No	Name of Student	Sign
1	Agawane Priyanka Chandrakant	
2	Akhade Prashant Shivaji	
3	Amle Digambar Manikrao	
4	Atole Sachin Mahadev	
5	Avhad Abhijit Mahadev	
6	Bahir Pratishkumar Balasaheb	
7	Barde Vaishnavi Vijay	
8	Bhalerav Suyog Ganesh	
9	Bhongale Arti Sukhadeo	
10	Bhore Nikita Baban	
11	Bhosale Sanket Naganath	
12	Bhosale Vishal Sadashiv	
13	Chaudhari Shivani Maruti	
14	Chavan Mahesh Dilip	
15	Chavan Rutik Sanjay	
16	Chavhan Rushikesh Vilas	
17	Chopade Shraddha Santosh	
18	Agawane Priyanka Chandrakant	
19	Akhade Prashant Shivaji	
20	Amle Digambar Manikrao	
21	Atole Sachin Mahadev	
22	Avhad Abhijit Mahadev	
23	Bahir Pratishkumar Balasaheb	
24	Barde Vaishnavi Vijay	
25	Bhalerav Suyog Ganesh	
26	Bhongale Arti Sukhadeo	
27	Chopade Sushama Narendra	
28	Chopade Varsha Sanjay	
29	Devkar Amruta Lalaso	
30	Dhalpe Kishor Krushnachandra	
31	Dhawade Akshay Tanaji	
32	Dhawse Kunal Gautam	
33	Dhembare Yogesh Vitthal	

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ESTD. 1983. NAAC Accredited Grade B++ (2017), ISO 9001:2015, AICTE Grade B (2018)

Sl. No.	Name of Student	Sign
34	Chavkar Vikram Dilip	
35	Chavkar Aniket Sanjay	
36	Chavkar Tejasvi Vilas	
37	Chavkar Ganesh Mahesh	
38	Chaudhari Akash Bhagwant	
39	Chaudhari Ramesh Balram	
40	Chate Anishket Ganpat	
41	Chavkar Saurabh Sanjaykumar	
42	Gambhire Nikita Suresh	
43	Gehani Yogita Manoj	
44	Ghugre Anil Santosh	
45	Ghugre Purnam Vitthal	
46	Gund Sankarva Hanumant	
47	Gurus Dipak Sunil	
48	Holmukhe Chaitrali Sadashiv	
49	Radhavi Abhishek Nandkumar	
50	Radhavi Rushikesh Balu	
51	Radhavi Sanket Suresh	
52	Radhavi Tushar Rajaram	
53	Jamadar Bushra Shaimmohammad	
54	Jamdade Gaurav Sonha	
55	Jamdade Omkar Rajendra	
56	Jankar Vishal Dnyaneshwar	
57	Jarad Pranita Vijay	
58	Jawale Pratik Pandurang	
59	Kad Vaishnavi Ujwal	
60	Kalambe Prasad Devidas	
61	Kale Nisha Vinayak	
62	Kamble Rutvik Bibhishan	
63	Karad Harshalkumar Hanumant	
64	Kauthale Adarsh Santosh	
65	Kesalkar Sweety Lalchand	
66	Khaire Pratik Sandip	
67	Khaire Pratik Sandip	
68	Khodake Mrunal Vaibhav	
69	Kokare Rushikesh Dhananjay	
70	Kumbhar Akshay Bharat	
71	Kumbhar Chinmay Mahesh	
72	Maulkar Vishal Machhindra	
73	Mergal Shriram Bapurav	
74	More Swarup Sanjay	
75	Nachan Aniket Sanjay	
76	Nalawade Kunal Jalindar	
77	Nale Nikita Sitaram	



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34	Dhole Vikram Dilip	
35	Divekar Aniket Sanjay	
36	Doke Tejashri Vilas	
37	Dubal Ganesh Mohan	
38	Dudhate Akash Bhagvanrao	
39	Dudhate Rajesh Baliram	
40	Gade Abhishek Ganpat	
41	Gadekar Saurabh Sanjaykumar	
42	Gambhire Nikita Suresh	
43	Gehani Yogita Manoj	
44	Ghuge Ajit Santosh	
45	Ghule Punam Vitthal	
46	Gund Sukanya Hanumant	
47	Gupta Dipak Sunil	
48	Holmukhe Chaitrali Sadashiv	
49	Jadhav Abhishek Nandkumar	
50	Jadhav Rushikesh Balu	
51	Jadhav Sanket Suresh	
52	Jadhav Tushar Rajaram	
53	Jamadar Bushra Shairmohammad	
54	Jamdade Gaurav Sonba	
55	Jamdade Omkar Rajendra	
56	Jankar Vishal Dnyaneshwar	
57	Jarad Pranita Vijay	
58	Jawale Pratik Pandurang	
59	Kad Vaishnavi Ujwal	
60	Kalambe Prasad Devidas	
61	Kale Nisha Vinayak	
62	Kamble Rutvik Bibhishan	
63	Karad Harshalkumar Hanumant	
64	Kauthale Adarsh Santosh	
65	Kesalkar Sweety Lalchand	
66	Khaire Pratik Sandip	
67	Khaire Pratik Sandip	
68	Khodake Mrunal Vaibhav	
69	Kokare Rushikesh Dhananjay	
70	Kumbhar Akshay Bharat	
71	Kumbhar Chinmay Mahesh	
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Sr. No	Name of Student	Sign
78	Nanaware Smita Rajendra	P
79	Nimbhore Sakshi Milind	P
80	Pandarkar Aniket Ramesh	P
81	Pandia Suryaparkash Ramavatar	P
82	Panpatil Pratik Suresh	P
83	Pawar Dhiraj Dhanaji	P
84	Pawar Komal Uttam	P
85	Pawar Priyanka Mahadev	P
86	Pawar Tushar Pandurang	P
87	Penshanwar Purva Vijay	P
88	Phate Onkar Vijay	P
89	Sanap Nikhil Sarjerao	P
90	Sapkal Saurabh Sunil	P
91	Sawant Abhishek Ashok	P
92	Sawant Abhishek Ashok	P
93	Sayyad Rahil Jilani	P
94	Sayyad Sameer Shaukat	P
95	Sayyad Sohel Moula	P
96	Shelake Yogesh Annasaheb	P
97	Shinde Balasaheb Gangaram	P
98	Shinde Suraj Rajendra	P
99	Shingade Abhishek Shankar	P
100	Shirkande Amrut Dnyaneshwar	P
101	Sokate Shraddha Rajendra	P


HOD


Director
Director
Dattakala Group of Institutions
Faculty of Management
S. K. Chincholi, Tal. Daund, Dist. Pune-413130



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DATTAKALA GROUP OF INSTITUTIONS

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541/2, 527, Off Pune- Solapur Highway, Swami-Chincholi (Bhigwan), Tal - Daund, Dist. - Pune 413130 Maharashtra.
| Email: dkgoi@dattakala.edu | Web: www.dattakala.edu.in | Contact No. 9673002923, 9673400500 |

Date: 15/05/2023

Training Activity Report

Name of the Activity: "Personality Development and Employability Skills."

Date of Activity Conducted: 04/05/2023 to 14/05/2023

Activity Organised By: Dattakala Group of Institution organized with Rubicon's "Life skills" program supported by Barclays.

Session Speakers/Trainers: 1) Ritu Rastogi.
2) Ruchita Patel.
HR & Trainer,
Rubicon Skill Development Pvt. Ltd.
Awifs, Unit 1, Business@Mantri Ground Floor, Viman Nagar,
Pune-411014.

Participant: - B.E. (Computer) & MCA Students

Mode: - Online Zoom Meeting

Objective of Activity:- To improving the employability skills of the Students. Under this program, students will be trained by Corporate Trainers to enhance students Life skills which would help students significantly to increase his/her chance of succeeding in a job interview.

A "Personality Development and Employability Skills" program was organized Dattakala Shikshan Sanstha's, Dattakala Group of Institution with Rubicon's "Life skills" program supported by Barclays. A "Personality Development and Employability Skills" Ten Days Program was organized for personality and skill development Training dated from 04/05/2023 to 14/05/2023 in online mode.

The session was started with "Understanding oneself: Personality". In this session, participants interacted themselves in such a way that each participant introduced his/her next person so as to understand one's personality very briefly. Students were asked to go around the class and introduce themselves to the group in a most unusual way to bring out the creativity in students and create a friendly environment. Students shared their experience and their discoveries through the activity.

The next session trainers Ritu Rastogi explained about SWOT analysis and presentation skills. Group activities were conducted to make the students understand about communication skills and mutual understanding. Participants were asked to present different skills, communication skills, listening skills, co-ordination in team.

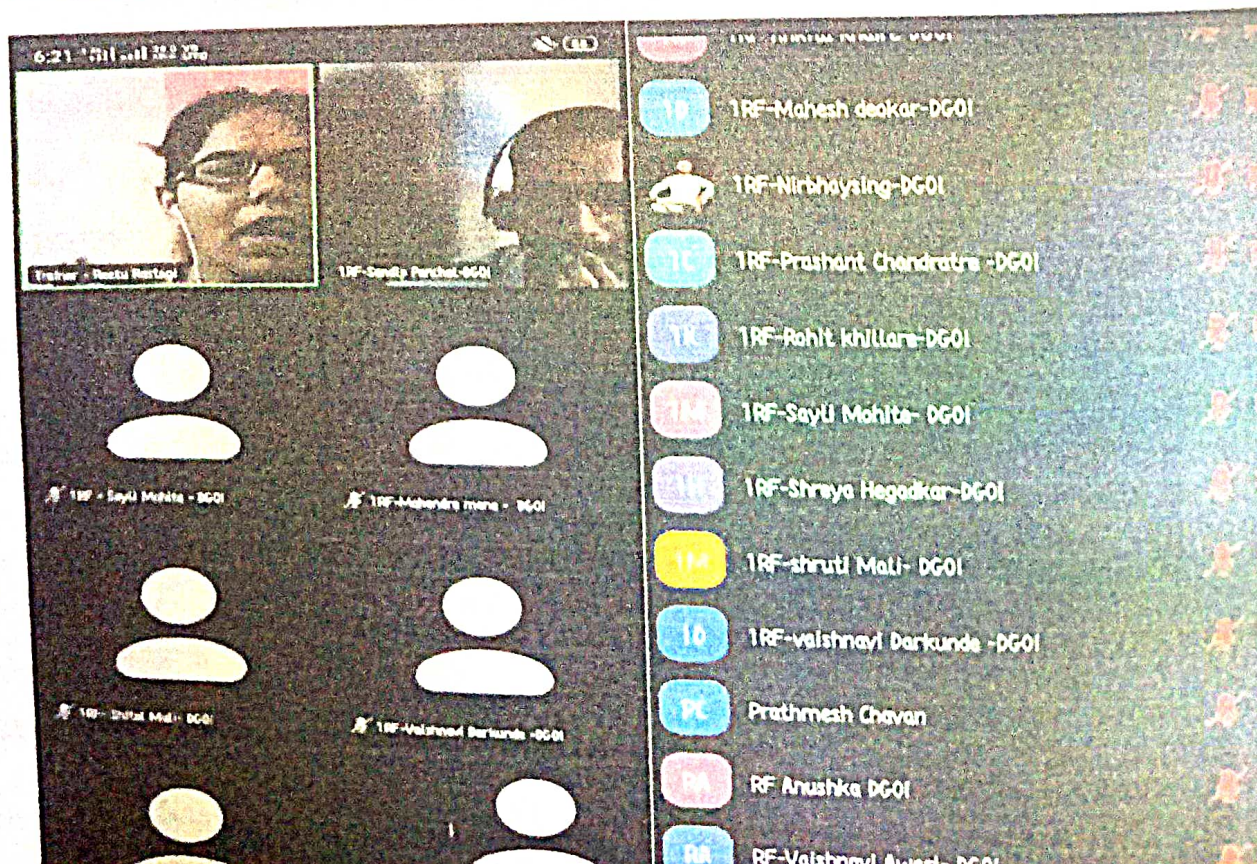
The next session of the training program, the trainers continued their sessions "Thinking Skills & Critical Pedagogy". They explained the importance of body language in corporate field. Email and telephone etiquettes were practiced along with practice of writing. Grooming was explained with the tips for preparation for interview. Group activities including pen activity, See and Do action, paper tower making were conducted with message distortion and team building was demonstrated.

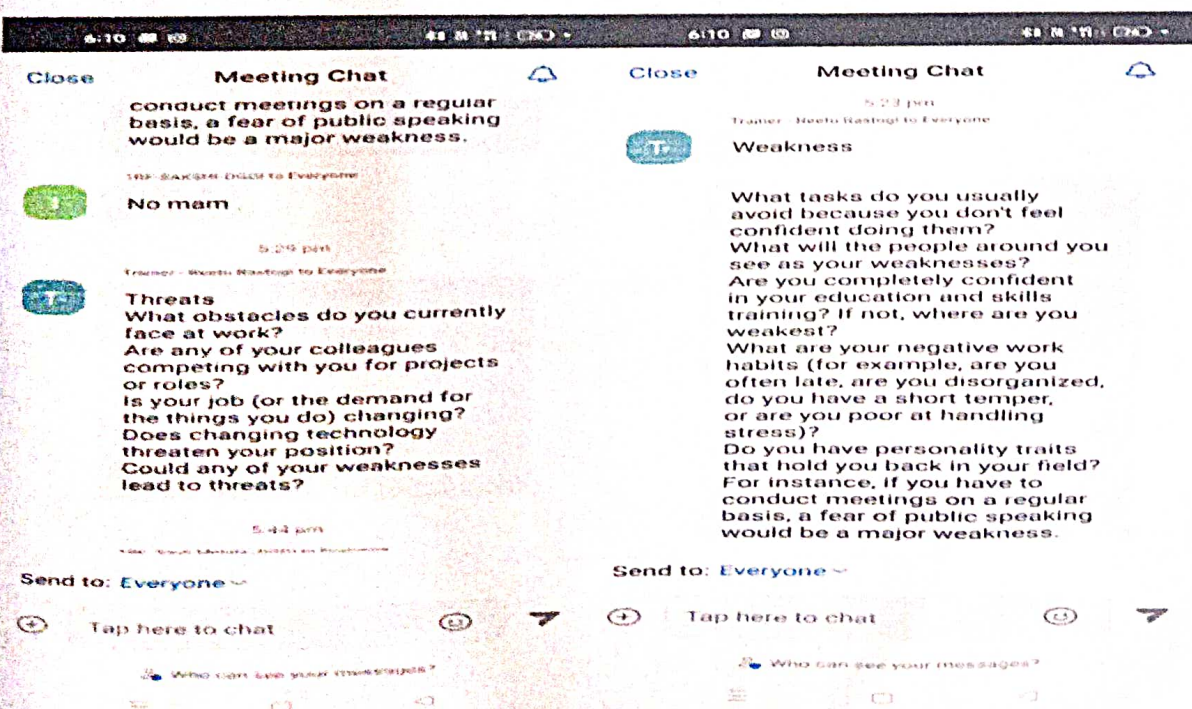
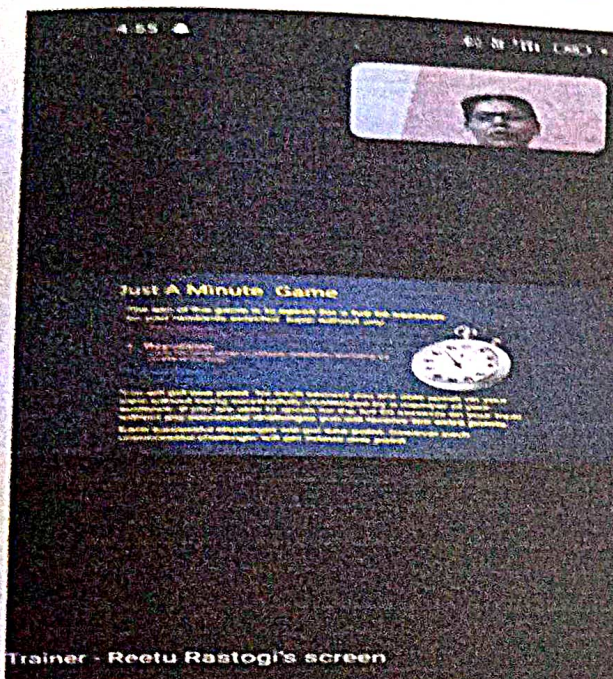
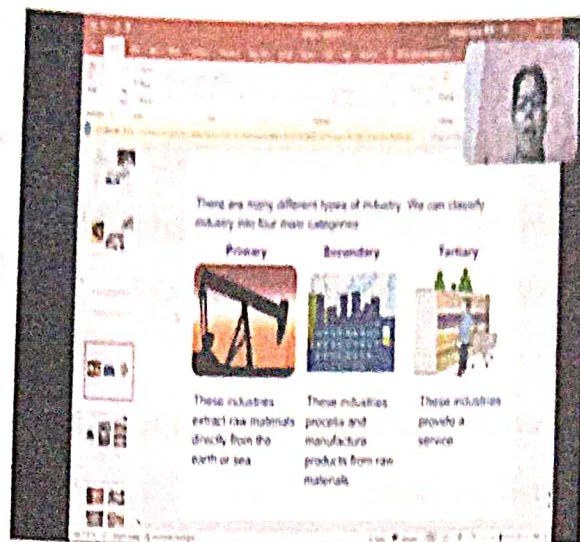
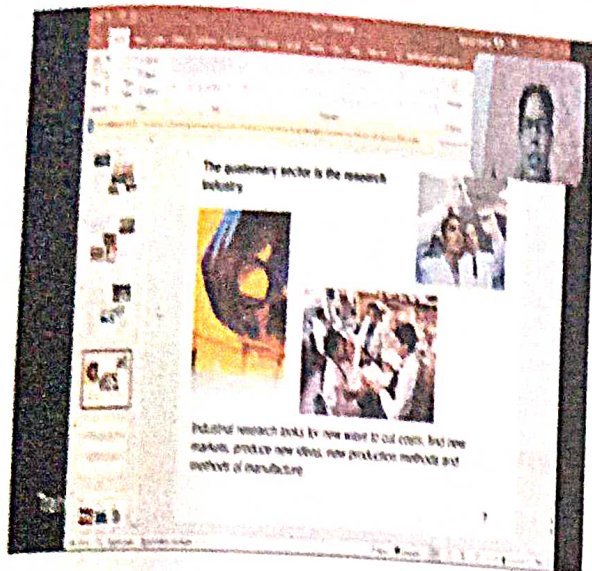
On next day of the training program, the trainers made the students to appraise group discussion. Different topics were given for group discussion, the students enthusiastically participated. In a group discussion to assess students public speaking Mock personal interviews were conducted and suggestions were given by the trainers wherever required. The training program included sessions, group presentations, group activities and audio visual clips, Just a Minute Game and so on activities.

The next session students were briefed about the subtle differences between Data, Resume and Curriculum-Vitae and explained the components followed Employability Skills employers demand. The presentation had skills and example aspect of the same that could be included in the resume with instances where they the skills. Students also aware about how to handle telephonic round of interview positive body language during interviews. The next session the presenter discussed Employability self-assessment worksheets to the students, walked them through the and also explained the interpretation of the scores.

Students were explained the definition of Transferrable Job skills and explained each aspect and this session was concluded with the self-assessment of the above le Many of the students gave very positive feedback about the training program the program was very fruitful.

Photos:







Dattakala Shikshan Sanstha's
Dattakala Group of Institutions

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Phone 02117-203183/84, 9673002929 Email dkcom.edu@gmail.com Web dattakala.org

Prof. R. M. Zol
M.Sc., B.Ed.
Founder President

Mrs. Maya R. Zol
M.Sc., B.Ed.
Secretary

Dr. M. V. Mankar
B.E.(Prod.), M.E.(Mech), Ph.D.
Director

Ref. No.

Date: 12/05/2023

Mr. Pravir Kumar,
GEO, Rubicon Skill Development Pvt. Ltd.
Awfis, Unit 1, Business@Mantri Ground Floor, Viman Nagar,
Pune- 411014.

Subject: Feedback for the LifeSkills Programme

Dear Sir,

It is with great pleasure that I inform you that the LifeSkills training conducted by your organization for the students for our college has been a remarkable success.

Upon the completion of the training, a lot of students personally came to me and informed me of the learnings they were able to take away from the workshop.

Our college offers 2 streams of graduation to students- Engineering and MCA. We have a strength of 300 students in their final graduation. About 80% of our students come from economically weak backgrounds where their parents are daily wage workers, drivers, tailors, etc. Almost 60% of our students expressed their wish to get a corporate job and therefore, attended the LifeSkills training. I feel immense pride to inform you that with the help of this workshop and mock interviews conducted by trainers, most of these students were selected to work at reputed MNCs.

Understanding the importance of these trainings in students' career journeys, we hope that you continue this fruitful partnership with our college and help more students achieve their dreams.

Yours Sincerely,

Director

Dattakala Group of Institutions
Swami-Chincholi, Tal. Daund
Dist.-Pune. Pin - 413 130

New Hire Training/ Personality Development/ Employability Skills		
Topic	Learning Objectives	Duration
Expectation setting	To learn industry expectations from fresher's	1
Ice breaking	To know more about the trainer & candidates	1
Organizational Structure	To learn Organizational structure	2
SWOT Analysis	To identify their Strength/Weakness/Opportunities/ Threat	2
Corporate Jargons	To learn most commonly used words in corporates	1
Public Speaking	To eliminate stage fear	2
Communication Skills	To articulate your thoughts through Power point presentation	2
E-mail Etiquette	To learn E-mail writing skills	2
Dress Code	Dress to impress/ Proximity/ Personal hygiene/	2
Body Language	To learn positive body language	1
Telephone Etiquette	To handle telephonic round of interview/ To learn call mechanics	2
Group Discussion	To assess candidates' public speaking skills	2
Final Interview	To perform well during interviews	4
Total		24 hrs.

New Hire Training/ Personality Development/ Employability Skills			
	Topic	Learning Objectives	Duration
1	Expectation setting	To learn Industry expectations from fresher's	1
2	Ice breaking	To know more about the trainer & candidates	1
3	Organizational Structure	To learn Organizational structure	2
4	SWOT Analysis	To identify their Strength/Weakness/Opportunities/ Threat	2
5	Corporate Jargons	To learn most commonly used words in corporates	1
6	Public Speaking	To eliminate stage fear	2
7	Presentation Skills	To articulate your thoughts through Power point presentation	2
8	E-mail Etiquette	To learn E-mail writing skills	2
9	Grooming	Dress to impress/ Proximity/ Personal hygiene/	2
10	Body language	To learn positive body language	1
11	Telephone Etiquette	To handle telephonic round of interview/ To learn call mechanics	2
12	Group Discussion	To assess candidates' public speaking skills	2
13	Personal Interview	To perform well during interviews	4
Total			24 hrs.

New Hire Training/ Personality Development/ Employability Skills

Learning Objectives

Topic

Sr.No-

1	Expectation setting	To learn Industry expectations from fresher's
2	Ice breaking	To know more about the trainer & candidates
3	Organizational Structure	To learn Organizational structure
4	SWOT Analysis	To identify their Strength/Weakness/Opportunities/ Threat
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