



5.1.3 Capacity Building and Skill Enhancement initiatives taken by the Institution

INDEX

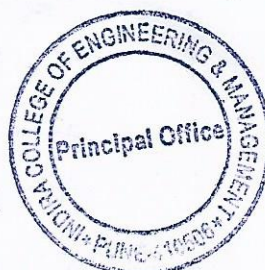
Branch	Particulars
MBA	List of Soft Skill Training given By Institution 2021-22
MCA	List of Soft Skill Training given By Institution 2021-22
All Engineering Branch	List of Soft Skill Training given By Institution 2021-22
All Engineering Branch ,MBA ,MCA	Life Skill Session (8 th International Yoga Celebration)
MBA	Life Skill Session (Laughter Yoga)



5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

- 1. Soft skills, 2. Language and communication skills, 3. Life skills (Yoga, physical fitness, health and hygiene), 4. ICT/computing skills**

Name of the capability enhancement program				
Sr. No	Name of the capability enhancement program	Date of implementation (DD-MM-YYYY)	Number of students enrolled	Name of the agencies/consultants involved with contact detail (if any)
1	Soft Skill Training Session(MBA)	20/01/2022	55	Grayphon Academy
2	Soft Skill Training Session(MBA)	27/01/2022	55	Grayphon Academy
3	Soft Skill Training Session(MBA)	3/2/2022	40	Grayphon Academy
4	Soft Skill Training Session(MBA)	10/2/2022	40	Grayphon Academy
5	Soft Skill Training Session(MBA)	17/02/2022	42	Grayphon Academy
6	Soft Skill Training Session(MBA)	10/3/2022	42	Grayphon Academy
7	Soft Skill Training Session(MBA)	17/03/2022	39	Grayphon Academy
8	Soft Skill Training Session(MBA)	17/05/2022	12	Grayphon Academy
9	Soft Skill Training Session(MCA SY/TY)	12/10/2021	17	Grayphon Academy
10	Soft Skill Training Session(MCA SY/TY)	19/10/2021	33	Grayphon Academy
11	Soft Skill Training Session(MCA SY/TY)	26/10/2021	18	Grayphon Academy
12	Soft Skill Training Session(MCA SY/TY)	16/11/2021	17	Grayphon Academy
13	Soft Skill Training Session(MCA SY/TY)	23/11/2021	35	Grayphon Academy
14	Soft Skill Training Session(MCA SY/TY)	30/11/2022	23	Grayphon Academy
15	Soft Skill Training Session(MCA SY/TY)	7/12/2021	15	Grayphon Academy
16	Soft Skill Training Session(MCA SY/TY)	14/12/2021	28	Grayphon Academy
17	Soft Skill Training Session(MCA SY/TY)	28/12/2021	34	Grayphon Academy
18	Soft Skill Training Session(MCA SY/TY)	11/1/2022	13	Grayphon Academy
19	Soft Skill Training Session(MCA SY/TY)	18/01/2022	23	Grayphon Academy
20	Soft Skill Training Session(MCA SY/TY)	1/2/2022	10	Grayphon Academy
21	Soft Skill Training Session(MCA SY/TY)	2/8/2022	3	Grayphon Academy





INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT

Parandwadi, Pune – 410506, Ph. 02114 661500, www.indiraicem.ac.in

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22	Soft Skill Training Session(MCA SY/TY)	15/02/2022	10	Grayphon Academy
23	Soft Skill Training Session(MCA SY/TY)	22/02/2022	5	Grayphon Academy
24	Soft Skill Training Session(MCA SY/TY)	3/8/2022	20	Grayphon Academy
25	Soft Skill Training Session(MCA FY)	20/01/2022	44	Grayphon Academy
26	Soft Skill Training Session(TE Civil)	6/10/2021	8	Grayphon Academy
27	Soft Skill Training Session(BE Civil)	7/10/2021	6	Grayphon Academy
28	Soft Skill Training Session(TE Civil)	13/10/2021	0	Grayphon Academy
29	Soft Skill Training Session(BE Civil)	14/10/2021	3	Grayphon Academy
30	Soft Skill Training Session(BE Civil)	21/10/2021	3	Grayphon Academy
31	Soft Skill Training Session(TE Civil)	17/11/2021	0	Grayphon Academy
32	Soft Skill Training Session(BE Civil)	18/11/2021	4	Grayphon Academy
33	Soft Skill Training Session(TE Civil)	8/12/2021	12	Grayphon Academy
34	Soft Skill Training Session(BE Civil)	9/12/2021	3	Grayphon Academy
35	Soft Skill Training Session(TE Civil)	12/1/2022	10	Grayphon Academy
36	Soft Skill Training Session(BE Civil)	13/01/2022	4	Grayphon Academy
37	Soft Skill Training Session(TE Civil)	19/01/2022	5	Grayphon Academy
38	Soft Skill Training Session(BE Civil)	27/01/2022	6	Grayphon Academy
39	Soft Skill Training Session(TE Civil)	2/2/2022	11	Grayphon Academy
40	Soft Skill Training Session(BE Civil)	2/3/2022	8	Grayphon Academy
41	Soft Skill Training Session(TE Civil)	2/9/2022	4	Grayphon Academy
42	Soft Skill Training Session(BE Civil)	2/10/2022	5	Grayphon Academy
43	Soft Skill Training Session(TE Computer)	4/10/2021	84	Grayphon Academy
44	Soft Skill Training Session(TE Computer)	11/10/2021	71	Grayphon Academy
45	Soft Skill Training Session(TE Computer)	15/11/2021	58	Grayphon Academy
46	Soft Skill Training Session(TE Computer)	6/12/2021	18	Grayphon Academy
47	Soft Skill Training Session(TE	13/12/2021	18	Grayphon Academy



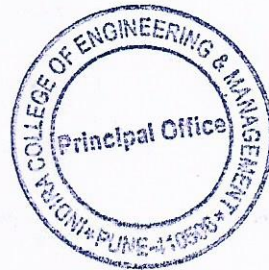



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	Computer)			
48	Soft Skill Training Session(TE Computer)	10/1/2022	57	Grayphon Academy
49	Soft Skill Training Session(TE Computer)	17/01/2022	68	Grayphon Academy
50	Soft Skill Training Session(TE Computer)	31/01/2022	66	Grayphon Academy
51	Soft Skill Training Session(TE Computer)	2/7/2022	4	Grayphon Academy
52	Soft Skill Training Session(TE Computer)	14/02/2022	28	Grayphon Academy
53	Soft Skill Training Session(BE Computer)	7/10/2021	70	Grayphon Academy
54	Soft Skill Training Session(BE Computer)	14/10/2021	53	Grayphon Academy
55	Soft Skill Training Session(BE Computer)	21/10/2021	40	Grayphon Academy
56	Soft Skill Training Session(BE Computer)	18/11/2021	48	Grayphon Academy
57	Soft Skill Training Session(BE Computer)	9/12/2021	14	Grayphon Academy
58	Soft Skill Training Session(BE Computer)	13/01/2022	24	Grayphon Academy
59	Soft Skill Training Session(BE Computer)	27/01/2022	16	Grayphon Academy
60	Soft Skill Training Session(BE Computer)	2/3/2022	12	Grayphon Academy
61	Soft Skill Training Session(BE Computer)	2/10/2022	12	Grayphon Academy
62	Life Skill (8th International Yoga Celebration)	21/06/2022	120	Sahaj Yoga Sanstha
63	Life Skill (Laughter Yoga Session)	25/02/2022	31	Mr.Pravin Charde




I/C Principal
Indira College of Engineering
& Management, Pune



Ref.:

Date : 11/ 05 /2022

DEPARTMENT of MCA

NOTICE

This is to inform all FYMCA students that a training program on “**Soft Skill and Aptitude**” is organized from May 2022 to July 2022. The sessions will be conducted in offline mode 2 Hr each subject per week.

Attendance is compulsory for all the students. The training session will commence from 24th May 2022. Students must take at most benefit of the sessions.

P.Kale
Prof. Priti Kale
Coordinator

Dr. Darshana Desai
Dr. Darshana Desai
HOD- MCA, ICEM



DATE-1/08/2022

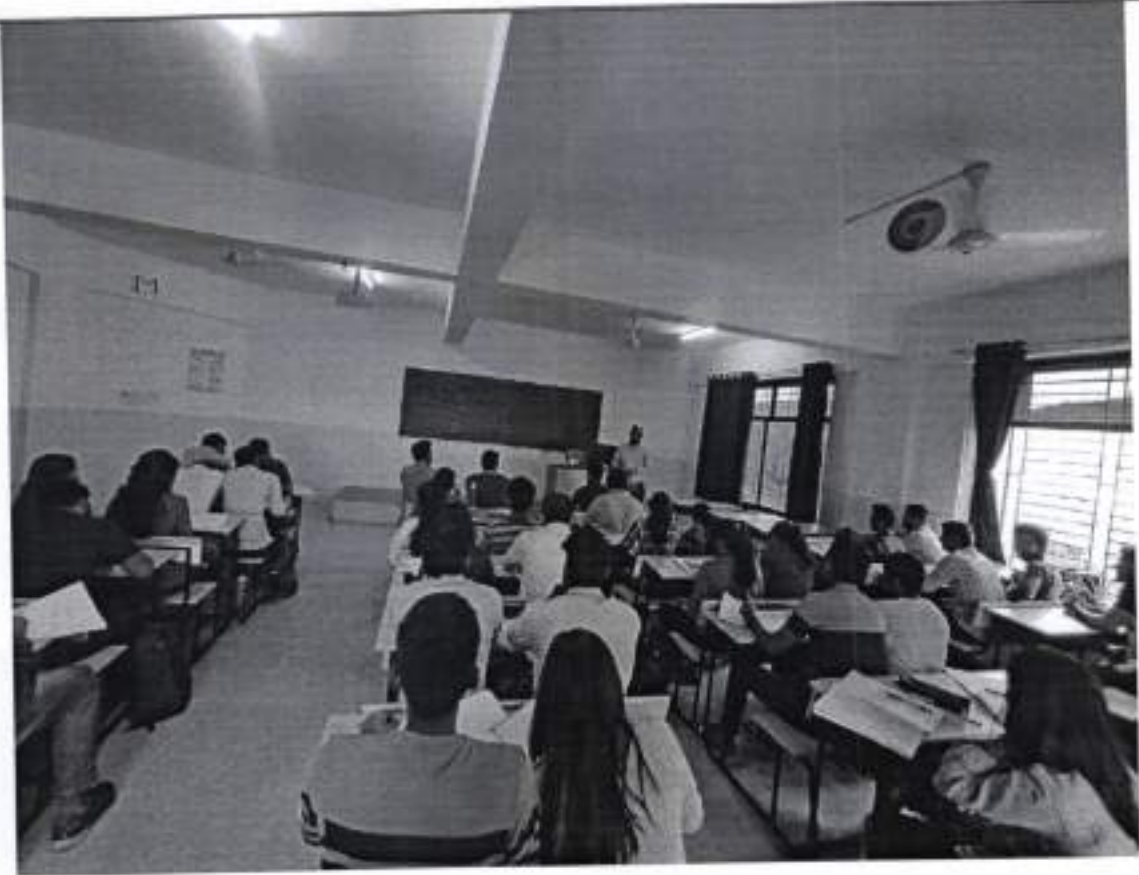
Report on
Aptitude & Soft skill Session.
May-July 2022

Speakers: Mr. Anwar Rashid , Sumant Tiwari & Ritu Sambuli

Introduction:

Indira College of Engineering and Management had arranged sessions on “Aptitude Training” and Soft Skill Training from May 2022 to July 2022 for Batch 2021-23 FYMCA Sem II by Mr. Anwar Rashid, Mr. Sumanti Tiwari and Mrs. Ritu Sambuli. The sessions were arranged in offline Mode every Tuesday and Thursday of the week for respective subjects.





Submitted By,

Ms. Priti Kale

Assistant Professor, ICEM-MCA

Submitted To

Dr. Darshana Desai

HOD-MCA, ICEM





INDIRA COLLEGE OF ENGINEERING & MANAGEMENT
DEPARTMENT OF MCA (2021-2022) (SEM II, IV & VI)

Time Table

W.E.F. the Date : 17th May 2022

Day	Class	9:45 am to 10:35 am	10:35 am to 11:25 am	11:25 am to 11:40 am	11:40 am to 12:30 pm	12:30 pm to 01:20 pm	01:20 pm to 02:15 pm	2:15 pm to 03:05	03:05 pm to 03:55 pm	03:55 pm to 04:45 pm		
Monday	FYMCA	OT(NS)	AIT(PK)		Python(SB)	ADBMS(RT)		SPM(DD)	Python Lab Batch - A (SR) Lab Batch - B (PK) Batch - C (NS)	AIT Python Lab		
Tuesday	FYMCA	Python(SB)	OT(NS)		Aptitude (FYMCA)			AIT(PK)	Python Lab Batch - B (SR) AIT Lab Batch - A (PK) Lab Batch - C (RT)	AIT		
Wednesday	FYMCA	Python(SB)	SPM(DD)		ADBMS(RT)	OC-3(NS)		OT(NS)	Python Lab Batch - A (SR) Lab Batch - B (PK) Batch - C (NS)	AIT Python Lab		
Thursday	FYMCA	AIT(PK)	SPM(DD)		Soft Skills (FYMCA)			Technical Training				
	SYMCA	PPM&OB(RT)	DevOps(NS)									
Friday	FYMCA	ADBMS(RT)	OT(NS)		Python Lab Batch - B (SR) AIT Lab Batch - A (PK) Lab Batch - C (RT)			AIT	Technical Training			
	SYMCA	DevOps(NS)	PPM&OB(RT)		Mini Project							
Saturday	SYMCA	PPM&OB(RT)			DevOps(NS)							
	TYMCA	OS-11 (PK & SR)		Project Review								
Sunday		(Extra Lectures / Practicals)										

* Extra Lectures / Practicals can be planned on 2nd, 4th and 5th Saturday as per requirement

Batch A
Batch B
Batch C

Roll No 81101 to 81123
Roll No 81124 to 81146
Roll No 81147 to 81168

Prof. Sanjay Bankar
Time Table & Academic Coordinator

Dr. Durashwata Desai
HOD

Dr. Sunil Ingale
Principal





INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT

Aptitude Training Attendance

MCA - I year(SEM -II) (Batch 2021-23)

May - July 2023

Roll No.	Name of student	20/05	21/05	9/6	16/6	23/6	30/6	5/7	12/7	19/7	26/7		
81101	ANKIT DOBRIKAR												
81102	SHELKE PRAGATI SHRAVAN												
81103	KOLHE ADITI ANILRAO												
81104	ADITYA MELIND VYAVAHARE												
81105	GURME AISHWARYA DRYANDRA												
81106	AJAY DOGNEY	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81107	AMAN RAJPUT	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81108	INGLE ANJUA MANIKRAO	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81109	Arjan Vijay Singh	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81110	ASHIRWAD SHALGRAM OHUDE	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81111	ASHWIN KUMAR	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81112	BAIRAGI VIDYA NARAYANDAS	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81113	KISHOR DUNDAPPA BANAGE	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81114	BENDRE KAUSHAL PRASAD												
81115	BIHAS KARUNA ASHOK												
81116	DHALERAO CHANDRAKANT PUNJA												
81117	CHARFARI SHAAMIR SHABIR AHMED	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81118	CHAUDHARI EKTA SURESH	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81119	DAHAD RENUKA BHOORCHAND	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81120	DEVKATTE BALAJI RAMAKANT	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81121	GAWALI GANESH MALHARI												
81122	GEDEWAD AISHWARVA VINOD												
81123	GHOLAP TEJAL JALINDAR												
81124	HARSHI SINGHAL	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81125	PISE HIMANSHU VASANTRAO	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81126	INGALE AISHWEE HARI												
81127	JAI KUMAR MELJANI												
81128	JAY RAMDAS KUMBHARE	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81129	JUNDARE REVATI MANGESH	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>	<i>Present</i>		
81130	KALASKAR TRUPTI SUSHIL												
81131	KALYANI KIRAN GANESHRAO												

8/7/23



[Signature]

Roll Number	Name	24/05	26/5	31/05	7/6/22	14/6/22	20/6	27/6	4/7	11/7	18/7	25/7							
01101	RAJ PRAVINBHAI POKAR																		
01102	GAWALI GANESH MALHARI																		
01103	ADITYA MELIND VYAVAHARE	A		A	A	A	A												
01104	KHARRNAR PIYUSH NANDKUMAR			A	A	A	A												
01105	JUNDARE REVATI MANGESH																		
01106	KALYANE KIRAN GANESHRAO	X																	
01107	PISE HIMANSHU-VASANTRAO																		
01108	DEVKATTE BALAJI RAMAKANT																		
01109	PRATIRAJ PRAKASH ADE	A																	
01110	JAY RAMDAS KUMSHARE																		
01111	KISHOR DUNDAPPA BANAGE																		
01112	BARAGI VIDYA NARAYANDAS																		
01113	DAWRANI MOHIT GOPICHAND																		
01114	WAGHMARE MANGESH LAHANU																		
01115	SAMIR KRISHNA																		
01116	ASHWIN KUMAR																		
01117	SHARMA ROHAN GANESH																		
01118	NEHE AMIT BALASAHEB																		
01119	PUNEET SINGH BIJJAN																		
01120	ASHIRVAD SHALIGRAM GHODE																		
01121	GHOLAP TEJAL JALINDAR																		



Signature



Date: 25/ 09/2021

NOTICE

Subject: Soft Skill Training.

Indira College of Engineering and Management offering training program for the TE and BE students on "Soft Skill". The sessions will be conducted in online mode 2 Hrs. per week. Session time will be reflected in Academic Time Table.

Attendance is compulsory for all the students. Students must take at most benefit of the sessions.


Coordinator




HOD Computer, ICEM

Indira College of Engineering and Management, Pune.

Academic Year 2021-22

Soft Skill Syllabus

Class : TE all

S.No.	Topics Covered	No. of Hrs
1	Introduction to soft skills, OCEAN Model	2
2	Self Awareness, Personality Development	2
3	SWOT Analysis	2
4	Goal Setting-Personal & Career,	2
5	Dos and Don't of Group Discussion, GD	2
6	Concept of Success&Failure, Handling Failure	2
7	Interpersonal Relations	2
8	Etiquette- Personal, Social, Office	2
9	Stress Management, Time management	2
10	Group Discussion	2
11	Formal & Informal Letter writing	2
12	CV formation alongwith a cover letter	2
13	Interview Technique- Online, Face-to-face	2
14	Introduction, Debate	2
15	Writing Skills, Speaking Skills	2



Indira College of Engineering and Management, Pune.

Academic Year 2021-22

Soft Skill Syllabus

Class : BE All

S.No.	Topics Covered	No. of Hrs
1	Introduction to soft skills, OCEAN Model	2
2	Self Awareness, Personality Development	2
3	SWOT Analysis	2
4	Goal setting- Personal & Career	2
5	CV Formation with cover letter	2
6	Interview Techniques, Online, Face-to-face	2
7	Group Discussion	2
8	Presentation Skills	2
9	Emotional Intelligence	2
10	Problem solving skills, Introduction	2
11	Debates, Motivational Skills	2
12	Review Writing	2
13	Report Writing, Article Writing	2
14	Stress Management, Time Management	2
15	Etiquette, Leadership & Management	2





INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT, PUNE

ICEM-TE-Computers- Course Plan-Soft Skill

S.No.	Course	Year	Date of conduction	Time	Topics Covered
1	Engineering	TE	16-08-2021	11:30-1:30	Introduction to soft skills, OCEAN Model
2	Engineering	TE	23-08-2021	11:30-1:30	Self Awareness, Personality Development
3	Engineering	TE	30-08-2021	11:30-1:30	SWOT Analysis
4	Engineering	TE	7/9/2021	11:30-1:30	Goal Setting-Personal & Career,
5	Engineering	TE	13-09-2021	11:30-1:30	Dos and Don't of Group Discussion, GD
6	Engineering	TE	20-09-2021	11:30-1:30	Concept of Success&Failure, Handling Failure
7	Engineering	TE	27-09-2021	11:30-1:30	Interpersonal Relations
8	Engineering	TE	4/10/2021	11:30-1:30	Etiquette- Personal, Social, Office
9	Engineering	TE	11/10/2021	11:30-1:30	Stress Management, Time management
10	Engineering	TE	18/10/2021	11:30-1:30	Group Discussion
11	Engineering	TE	25/10/2021	11:30-1:30	Formal & Informal Letter writing
12	Engineering	TE	15/11/2021	11:30-1:30	CV formation alongwith a cover letter
13	Engineering	TE	22/11/2021	11:30-1:30	Interview Technique- Online, Face-to-face
14	Engineering	TE	22/11/2021	11:30-1:30	Introduction, Debate
15	Engineering	TE	29/11/2021	11:30-1:30	Writing Skills, Speaking Skills


Subject Teacher





HOD



INDIRA COLLEGE OF ENGINEERING AND MANAGEMENT, PUNE
ICEM-BE-All, Training Plan

S.No.	Course	Year	Date of conduction	Time	Topics Covered
1	Engineering	BE	12/8/2021	11:30-1:30	Introduction to soft skills, OCEAN Model
2	Engineering	BE	19-08-2021	11:30-1:30	Self Awareness, Personality Development
3	Engineering	BE	26-08-2021	11:30-1:30	SWOT Analysis
4	Engineering	BE	2/9/2021	11:30-1:30	Goal setting- Personal & Career
5	Engineering	BE	9/9/2021	11:30-1:30	CV Formation with cover letter
6	Engineering	BE	16-09-2021	11:30-1:30	Interview Techniques, Online, Face-to-face
7	Engineering	BE	23-09-2021	11:30-1:30	Group Discussion
8	Engineering	BE	30-09-2021	11:30-1:30	Presentation Skills
9	Engineering	BE	1/10/2021	11:30-1:30	Emotional Intelligence
10	Engineering	BE	8/10/2021	11:30-1:30	Problem solving skills, Introduction
11	Engineering	BE	15/10/2021	11:30-1:30	Debates, Motivational Skills
12	Engineering	BE	29/10/2021	11:30-1:30	Review Writing
13	Engineering	BE	12/11/2021	11:30-1:30	Report Writing, Article Writing
14	Engineering	BE	19/11/2021	11:30-1:30	Stress Management, Time Management
15	Engineering	BE	26/11/2021	11:30-1:30	Etiquette, Leadership & Management


Subject Teacher




HOD



DATE-20/02/2022

One Page Report on Soft Skill**A.Y. (2021-22)****Name of the Event:** Soft Skill Session.**Speakers:** Ms. Ritoo Sumbli**Time:** 11:30 am to 1:30 pm**Mode:** Online (MS TEAMS)**Class:** TE (Computer)**Introduction:**

Indira College of Engineering and Management had arranged session on “Soft Skill Training” for Batch 2021-22 by Ms. Ritoo Sumbli. The session was arranged in online Mode (MS Team Platform) from 11:30 am to 1:30 pm on every Monday. This was 18 hours program. The speaker covered following points for Soft Skill session.

Date	Student Enroll	Topic covered
16/8/2021	65	Introduction to soft skills, OCEAN Model
23/8/2021	78	Self-Awareness, Personality Development
30/8/2021	56	SWOT Analysis
07/9/2021	84	Goal setting- Personal & Career
13/9/2021	72	Dos and Don't , Group Discussion
20/9/2021	81	Concept success and failure
27/9/2021	52	Interpersonal Relationship
4/10/2021	58	Etiquette –personal, social- office
11/10/2021	62	Stress Management, Time Management
18/10/2021	55	Group Discussion
25/10/2021	87	Formal, informal letter writing
15/11/2021	67	CV Formation with cover letter
22/11/2021	65	Interview Technique
29/11/2021	72	Writing Skills
10/1/2022	76	Problem solving skills
17/1/2022	68	Presentation Skills, Review Writing



20/1/2022	56	Report Writing,
31/1/2022	83	Introduction Debates, Motivational Skills
07/2/2022	63	Article Writing
14/2/2022	74	Etiquette, Leadership & Management

The Sessions was very informative and it helped student in knowing how to improve soft skills. All students gave their feedback very positively.

Training Coordinator



HOD-Computer, ICEM

Few Glimpses





DATE-20/02/2022

One Page Report on Soft Skill

A.Y. (2021-22)

Name of the Event: Soft Skill Session.

Speakers: Ms. Ritoo Sumbli

Time: 11:30 am to 1:30 pm

Mode: Online (MS TEAMS)

Class: BE (Computer)

Introduction:

Indira College of Engineering and Management had arranged session on “Soft Skill Training” for Batch 2021-22 by Ms. Ritoo Sumbli. The session was arranged in online Mode (MS Team Platform) from 11:30 am to 1:30 pm on every Thursday. The speaker covered following points for Soft Skill session.

Date	Student Enroll	Topic covered
12/08/2021	62	Introduction to soft skills, OCEAN Model
19/08/2021	55	Self-Awareness, Personality Development
26/08/2021	87	SWOT Analysis
02/09/2021	67	Goal setting- Personal & Career
9/09/2021	65	Dos and Don't , Group Discussion
16/09/2021	62	Concept success and failure
23/09/2021	52	Interpersonal Relationship
30/09/2021	58	Etiquette –personal, social- office
1/10/2021	62	Stress Management, Time Management
8/10/2021	55	Group Discussion
15/10/2021	87	Formal, informal letter writing
29/10/2021	67	CV Formation with cover letter
12/11/2021	65	Interview Technique
19/11/2021	72	Writing Skills
10/1/2022	76	Problem solving skills
13/1/2022	68	Presentation Skills,



17/1/2022	65	Report Writing,
20/1/2022	78	Introduction Debates, Motivational Skills
27/1/2022	56	Article Writing
3/02/2022	84	Etiquette
4/02/2022	72	Leadership & Management
7/02/2022	81	Technical Report Writing
10/02/2022	65	Review Writing

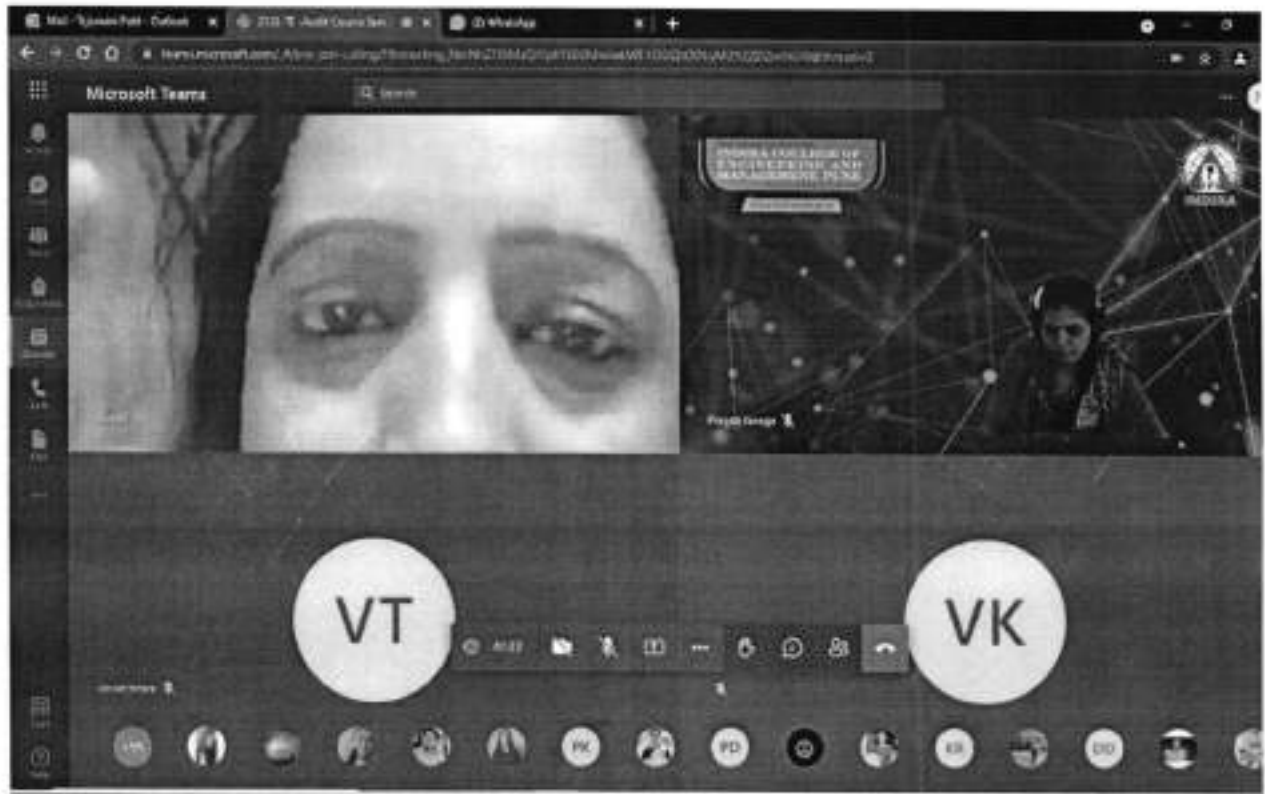
The Sessions was very informative and it helped student in knowing how to improve soft skills. All students gave their feedback very positively.

Training Coordinator



HOD-Computer, ICEM

Few Glimpses



S.No	R.No	Name of student	Mail_ID	16/08/2021	23/08/2021	30/08/2021	7/9/2021	13/09/2021	20/09/2021	27/09/2021	4/10/2021	10/10/2021	18/10/2021	25/10/2021	31/10/2021	12/11/2021	19/11/2021
1	2101	ABHINAV MANOH SHAIKH	abhinav.mano@ndriscem.ac.in	0	0	0	0	0	1	1	0	1	1	1	1	0	1
2	2102	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	0	0	0	0	0	0	0	0	0	0
3	2103	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4	2104	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	1	0	0	0	0	1	0	0	0	0	0
5	2105	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	0	0	1	0	0	0	1	1	0	0	0	0
6	2106	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	1	0	0	0	0	0	0	0	1	0	0	0
7	2107	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	1	1	0	0	1	1	1	0	1
8	2108	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	0	0	0	1	1	1	0	0	1	1	1	0
9	2109	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	2110	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	1	0	0	0	0	0	0	0	0	0	0	0
11	2111	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	1	0	1	0	1	0	1	1	0	1	1	1
12	2112	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	1	1	1	0	1	1	1	1	1
13	2113	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	1	0	1	0	1	1	0	1	1	1	1	1
14	2114	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	1	1	1	0	0	0	1	0	0	0	0	0
15	2115	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	1	0	1	0	0	1	0	1	0	0	0	0
16	2116	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	1	0	1	0	0	0	1	1	0	1	1	1
17	2117	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	0	0	1	0	1	0	0	1	1
18	2118	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	1	0	0	0	0	0	0	0	0	0	0	0
19	2119	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	1	1	1	0	0	1	1	1	1	0	1	1
20	2120	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	1	1	0	0	0	1	1	0
21	2121	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	1	1	0	1	0	1	1	1	1	0	1
22	2122	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23	2123	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	0	0	0	0	0	0	1	0	0	0	0	0
24	2124	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	1	1	1	1	1	1	1	1	1	1	1
25	2125	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26	2126	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	0	0	0	0	0	0	1	0	0	0	0	0
27	2127	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	0	1	1	0	1	0	1	1	1
28	2128	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	0	0	0	1	0	0	0	0	1	1
29	2129	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	1	1	0	1	0	1	1	0	1	0	1
30	2130	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
31	2131	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	1	1	0	0	0	1	1	0	0	0	1	0
32	2132	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	1	0	0	0	0	0	0	0	0	0	0	0
33	2133	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	0	0	1	0	1	0	0	1	1
34	2134	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	1	1	0	1	0	1	1	0	1	0	1
35	2135	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	1	0	1	0	0	1	1	1	0	1
36	2136	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	1	1	0	0	0	0	1	0	0	0	0	0
37	2137	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	1	0	0	0	0	0	0	0	0	0	0	0
38	2138	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
39	2139	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	1	1	1	1	1	1	0	1	1	1	1	0	1
40	2140	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	1	1	0	1	1	1	1	0	1	1	1	1	1
41	2141	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	1	0	0
42	2142	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	1	0
43	2143	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
44	2144	ADARSH ANAND DUF	adarsh.anand@ndriscem.ac.in	1	0	0	0	0	0	0	0	0	0	0	1	0	0

CONCLUSION

Further upgradation of the Leave Management System for various types of organisations with multiple hierarchies can help in reducing paperwork, help achieve error free tabulation and calculation of leaves.

LIMITATION:

- The leave status cannot be cleared until and unless the Registrar approves/ rejects the application.
- The staff cannot cancel the leave application once made.
- The system will fail if the server fails, but the data will remain stored in the database.

FUTURE SCOPE :

- The leaves that have not been availed by the staff in the given session can be automatically carried forward to the next working session depending on the HR policy of the organisation.

A handwritten signature in red ink is located to the right of the text. Below the signature is a long, horizontal red checkmark.

138	2219	SHRUTI POOT SHANDH	shuti.poot@nitrr.ac.in	0	0	0	0	0	0	0	1	1	1	1	1	0	0
139	2217	PAUL SURESH BALAJI	paulsu.paul@nitrr.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
140	2218	HIMALI SURESH CHANDRER	himali.himali@nitrr.ac.in	1	1	1	1	1	0	1	1	1	1	0	0	0	0
141	2216	LOHITH ANITA SHANDE	anita.lohit@nitrr.ac.in	1	1	1	0	0	0	0	0	0	0	0	0	0	0
142	2220	PATIL ADARSH VASU	adars.patil@nitrr.ac.in	1	1	1	1	0	0	0	0	1	0	0	0	0	0
143	2221	GENIE SHUBHAM RAJ	shubham.genie@nitrr.ac.in	0	0	0	0	0	0	0	1	0	0	0	0	1	0
144	2222	PATIL ANIL DADAJI	anil.patil@nitrr.ac.in	1	0	1	1	0	1	0	1	1	0	1	0	1	0
145	2202	SHANDE SHAMSI SHARAT	shamsi.shan@nitrr.ac.in	1	0	1	0	0	0	1	0	0	0	0	1	0	0
146	2204	MEENA SRINIVAS	sriniv.mee@nitrr.ac.in	1	1	0	1	0	1	0	0	1	0	1	0	0	0
147	2208	SHANDE LOKESH DEEPA	lokesh.shan@nitrr.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
148	2226	SHANDE ANITA MOHA	anita.shan@nitrr.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0
149	2228	SHANDE CHANDRAMANI DE	chandramani.shan@nitrr.ac.in	0	0	0	0	0	0	0	1	0	0	0	0	1	0
150	2229	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	1	1	0	1	0	1	0	1	0	1	0	1	1
151	2228	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	1	1	0	1	0	1	1	0	1	0	1	1	1
152	2231	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	1	1	0	1	0	1	0	0	1	0	1	0	1
153	2240	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	1	1	1	1	1	1	1	1	1	1	1	1	1
154	2220	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	1	1	1	1	0	1	1	1	0	0	1	1	1
155	2226	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	0	0	1	0	0	0	1	0	0	0	0	1	0	0
156	2228	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	0	1	1	0	0	1	0	1	1	1	1	0	1	0
157	2226	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	1	1
158	2227	SHANDE ANITA RAMANI	anita.shan@nitrr.ac.in	1	0	1	0	0	0	0	0	0	1	0	0	1	0

Shy
Subject Teacher



Pratik
HOD

23266	SUTAR BHAKTI RAJENDRA	bhakti.sutar@ndracol.ac.in	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23267	Thambare Poo Laxman	poo.thambare@ndracol.ac.in	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
23268	SHARMA AAKASH SUBHASH	aakash.sharma@ndracol.ac.in	1	0	1	0	0	1	0	0	0	0	1	0	1	0	0	1	0
23269	VASTE PRATHMESH SANJAY	prathmesh.vaste@ndracol.ac.in	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23270	MHADALE ARAJH ANIL	arajh.mhadale@ndracol.ac.in	0	0	1	0	1	1	0	0	1	1	1	1	1	1	1	1	1
23271	Katode shrawya rajesh	shrawya.katode@ndracol.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23272	Mani Pooja Tukesh	pooja.mani@ndracol.ac.in	1	1	1	1	1	1	0	1	1	1	1	1	1	1	1	1	1
23273	GHADGE MANISHAN	manishan.ghadge@ndracol.ac.in	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
23274	Pyati Moolhanant Shama	pyati.shama@ndracol.ac.in	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23275	RAKESH KUNDAN	rakesh.kundan@ndracol.ac.in	1	1	1	0	1	1	0	1	1	1	1	1	1	1	1	1	1
23276	SHRINAME ADI/TOOH GHANSHYAM	shriname.shriname@ndracol.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23277	Naresh Mohanty	naresh.mohanty@ndracol.ac.in	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
23278	AISHWARYA BHELKAR	aishwarya.bhelkar@ndracol.ac.in	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

(Signature)
Subject Teacher

(Signature)
HOD

