

**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.**

**Maniben Nanavati Women's College Vile Parle (West), Mumbai**

**Report on E-Workshop on Interpersonal Skill on Career.**

**Organised at Department Level**

**By**

**Post Graduate Department of Commerce**

**Date: - 24<sup>th</sup> March 2022**

**Speaker: - Arfiya S. Tambe, HR cum Trainer at Skylark Electrical Ltd**

**Topic: - Interpersonal skill on Career**

**Place: - This workshop was conducted on Google meet**

**Participants: - (20 P.G students of MNWC, Post Graduate Department of Commerce)**

The program initially started with an introduction presented by Miss Julie, student of M.com I year. She also invited guest speaker Arfiya S Tambe to enlighten us with the Interpersonal Skill on Career.

Arfiya S Tambe conducted the session of E-Workshop on Interpersonal Skill on Career. In which madam spoke and discussed about Interpersonal skill on Career.

It was an active session throughout wherein students asked questions in the beginning, while the session and post completion of the session if any doubts. After madam completed the session, platform was kept open for question and answer session in which students raised their queries, which were answered by madam. Once the session was over, we all came together on video to share our experience about the course and a picture was taken by Ms. Shaheen Khan (Assistant Professor). Ms. Jyoti, student of M.com I year presented Vote of Thanks.



Date: - 27<sup>th</sup> March 2022

Speaker: - Nusheen Shahid, Assistant Lecturer Madni High School

Topic: - Interpersonal skill on Career

Place: - This workshop was conducted on Zoom meeting

Participants: - (25 P G students of MNWC, Post Graduate Department of Commerce)

The program initially started with an introduction presented by Miss Julie, student of M com I year. She also invited guest speaker Nusheen Shahid to enlighten us with the Interpersonal Skill on Career.

Nusheen Shahid conducted the session of E-Workshop on Interpersonal Skill on Career. In which madam spoke and discussed about Interpersonal skill on Career.

It was an active session throughout wherein students asked questions in the beginning, while the session and post completion of the session if any doubts. After madam completed the session, platform was kept open for question and answer session in which students raised their queries, which was answered by madam. Once the session was over, we all came together on video to share our experience about the course and picture was taken by Ms. Shaheen Khan (Assistant Professor). Ms. Priyanka, student of M.com I year presented Vote of Thanks.



## MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to S.N.D.T Women's University)

Conducted by SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL

Waghmare Road, Vile Parle (West), Mumbai-400 056

Tel: 2612 0040, Telex: 01-22-2611 6108

E-mail: [mancollege@rediffmail.com](mailto:mancollege@rediffmail.com) & Website: [www.manac-wntd.org](http://www.manac-wntd.org), [www.manac-wntd.com](http://www.manac-wntd.com)

NAAC Accredited A grade

Chairman Mgt. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date 22/03/2022

To,  
Shaikh Nausheen Shahid,  
Assistant Lecturer,  
Madni High School,  
Mumbai.

**Sub: Invitation for Online Workshop Titled " Interpersonal Skills for Career"**


Respected Madam,

We are happy to inform you that the Post Graduate Department of Commerce is organizing an Online Workshop on " **Interpersonal Skills for Career**". It gives us immense pleasure to invite you as a resource person to conduct the Session on Sunday, 27<sup>th</sup> March, 2022 from 10:00 a.m. to 11:00 a.m.

We are looking forward to your presence at the online Workshop.

Thanking you

Yours Faithfully,

  
Dr. (Mrs.) Rajshree P. Trivedi  
Principal  
Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056.



# MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to S.H.D.T. Women's University)

Conducted by: SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vellabhkar Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 8648, Telefax: 01-22-2617 6198

E-mail: [mnwcollege@hotmail.com](mailto:mnwcollege@hotmail.com) Website: [www.mnwo-endl.org](http://www.mnwo-endl.org), [www.mnwo-endl.com](http://www.mnwo-endl.com)

NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 27/ 03/ 2022

To,  
Shaikh Nausheen Shahid,  
Assistant Lecturer,  
Madni High School,  
Mumbai.

## Subject: Thank You Letter

Respected Madam,

On behalf of the Post Graduate Department of Commerce of Maniben Nanavati Women's College, Mumbai we express our heartfelt thanks for conducting a Session in E - Workshop titled " **Interpersonal Skills for Career**" from 10.00 a.m. to 11.00 a.m. Sunday, 27<sup>th</sup> March, 2022.

We are looking forward to similar kind of alliances in future also

Thanking you

Yours

Faithfully,

  
**Dr. (Mrs.) Rajshree P. Trivedi**  
**Principal**

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056.

  
NAAC Accredited A grade

Organized by SHREE CHANDRUL NARAYATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vile Parle Road, Vile Parle (West), Mumbai-400 056  
Tel: 2612 6949, Telefax: 61-22-2611 6166  
E-mail: [shreecollege@rediffmail.com](mailto:shreecollege@rediffmail.com) & Website: [www.shree-andi.org](http://www.shree-andi.org), [www.shree-andi.com](http://www.shree-andi.com)

Chairman Mg. Committee  
Smt. Himanshi S. Kanawati

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 22/ 03/ 2022

To,  
Ms. Arfiya Sattar Tambe,  
HR Executive and Trainer,  
Skylark Electrical Corporation,  
Powai,  
Mumbai

**Sub: Invitation for Online Workshop Titled " Interpersonal Skills for Career"**


Respected Madam,

We are happy to inform you that Post Graduate Department of Commerce is organizing Online Workshop on " **Interpersonal Skills for Career**" it gives us immense pleasure to invite you as a resource person to conduct the Session on Thursday, 24<sup>th</sup> March, 2022 from 8:00 a.m. to 10:00 a.m.

We are looking forward to your presence at the online Workshop.

Thanking you

Yours Faithfully,

  
**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal  
Mandiben Kenevali Women's College,  
Vile Parle (West), Mumbai - 400 056



# MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to S.M.D.T. Women's University)

Conducted by SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL

Vaidhyanagar Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 6648, Telex: 91-22-2617 6188

E-mail: [mncwcollege@hotmail.com](mailto:mncwcollege@hotmail.com) • Website: [www.mncw-erd1.org](http://www.mncw-erd1.org), [www.mncw-erd2.com](http://www.mncw-erd2.com)

NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 24/ 03/ 2022

To,  
Ms. Arfiya Sattar Tambe,  
HR Executive and Trainer,  
Skylark Electrical Corporation,  
Powai,  
Mumbai

## Subject: Thank You Letter

Respected Madam,

On behalf of Post Graduate Department of Commerce of Maniben Nanavati Women's College, Mumbai we express our heartfelt thanks for conducting a Session in E - Workshop titled " **Interpersonal Skills for Career**" from 8 00 a m to 10 00 a m Thursday, 24<sup>th</sup> March, 2022

We are looking forward to similar kind of alliances in future also

Thanking you

Yours

Faithfully,

  
**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056.



D

E

F

(

Full Name	Class	Mobile Number	College Name
Juli suthar	M. com- I	9867318342	MANIBEN N
Sania I Gilani	M. com- II	+19833242684	MNWC
Pooja Saroj Shashikant	GM. com- II	09819503635	Maniben Nar
Nidhi Ashok Gupta	M. com- II	9594483767	Maniben Nar
Kinjal Prakash Amin	M. com- I	7506423250	MNWC
Alifa Liyakath Ali	M. com- I	+919867377120	Maniben nar
Jyoti Karmiyani	M. com- I	+918788556506	Maniben Nar
Sadhana Dubey	M. com- II	9769658928	Maniben Nar
Bhakti mahadev Jambur	M. com- I	9867390692	Maniben nar
Jeenal B Palan	M. com- II	9082683475	MANIBEN N.
Anushree Dinesh Parmar	M. com- II	7738263011	Maniben Nar
Sabiha Mohammed Hanif	M. com- I	8291997646	Maniben Nar
Vaishnavi Arya	M. com- II	0982 009 3544	MAINBEN N.
Priyanka Karpan Devendr	M. com- I	9137972024	Maniben Nar
Sadeeya Shaikh	M. com- I	7304301881	Maniben Nar
Misbah khairdi	M. com- I	9137753974	Maniben nar
Sabah Thim	M. com- II	9967122001	Maniben Nar
Ansari Farheen Sajid	M. com- I	8879544285	Maniben Nar
Sania I Gilani	M. com- II	+19833242684	MNWC
Pooja Saroj Shashikant	GM. com- II	09819503635	Maniben Nar
Nidhi Ashok Gupta	M. com- II	9594483767	Maniben nar
Sadhana Dubey	M. com- II	9769658928	MNWC
Neha Sharma	M. com- II	8433506568	Maniben Nar
Bhakti mahadev jambur	M. com- I	9867390692	Maniben nar
Jyoti Karmiyani	M. com- I	+918788556506	Maniben Nar
Misbah khairdi	M. com- I	9137753974	Nanawati wc
Jeenal B Palan	M. com- II	9082683475	MANIBEN N.
Priyanka Karpan Devendr	M. com- I	9137972024	Maniben Nar
Miss Sabiha Mohammed	M. com- I	8291997646	Maniben Nar
Shaikh Areeba suhail	M. com- II	09967087317	Maniban nar
Juli suthar	M. com- I	9867318342	MANIBEN N.
Vaishnavi Arya	M. com- II	718020293	MNW colleg



April 27, 9:26 AM



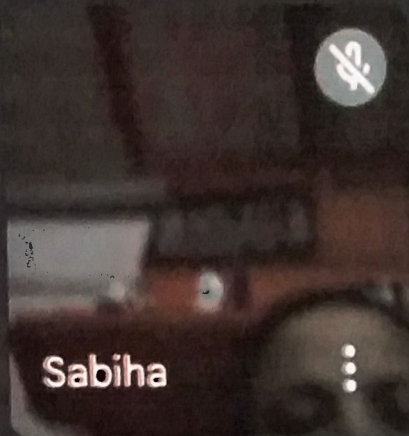
Shaheen



Beena



arfiya



Sabiha



Radha



Priyanka



You

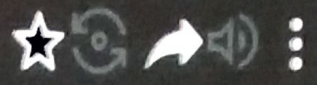


Sadeey 14 others



Shaheen

April 27, 9:26 AM



Beena



arfiya



Sabiha



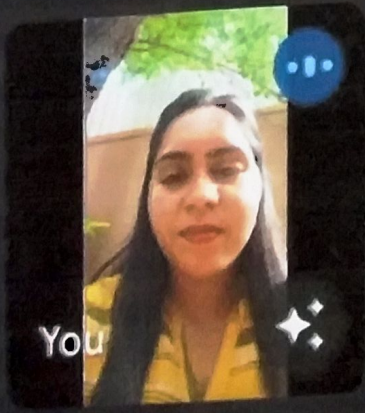
Pooja



Sania



Sadhana



You



Juli 14 others



IS TO

AS

IS TO

A B C D

## Aspects of critical thinking

- Abstract Thinking  
Thinking past what your senses tell you
- Creative Thinking  
Thinking out of the box, innovating
- Systematic Thinking  
Organizing your thoughts into logical steps
- Communicative Thinking  
Being precise in giving your ideas to others.





Estd.: 1972

NAAC Reaccredited 'A' grade

co dupl 5.1.3.  
**MANIBEN NANAVATI WOMEN'S COLLEGE**  
VALLABHBHAI ROAD, VILE PARLE (W),  
MUMBAI, MAHARASHTRA - 400056  
AWARDED BEST COLLEGE 2018-2019

DEPARTMENT OF CHILD DEVELOPMENT  
and  
PG ECE, DR. BHANUBEN NANAVATI CAREER  
DEVELOPMENT CENTRE  
PRESENTS

# INTENSIVE TRAINING ON TEACHING PEDAGOGIES



WITH :

**Dr. Reeta Sonawat**

Director Ampersand group,  
Former Dean, Professor and Head Department of Human Development,  
SNDT Women's University, Mumbai.

**Venue:- Zoom Meetings**

**Time:- 3 PM to 5 PM**

**Date:**  
**From 16th**  
**November, 2021**  
**To 20th**  
**November, 2021**



# Topics to be Covered



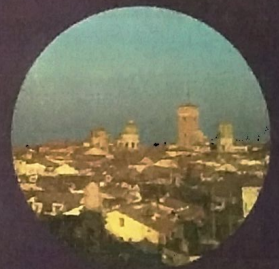
- **FRIEDRICH FROEBEL**



- **MARIA MONTESSORI**



- **REGGIO EMILIA**



- **RUDOLF STEINER**

- **GIJUBHAI BADHEKA  
AND MAHATMA  
GANDHI**



**30 HOURS OF  
INTENSIVE TRAINING**



# RULES AND REGULATIONS

**Registration fees:- Rs. 500**

- Participants/learners from undergraduate and postgraduate level, preschool personnel who wish to expand their knowledge are invited to register!
- Participants/learners from all countries are permitted for entry
- Participants who attend the meeting will have to fill feedback forms to mark their attendance.
- Join for each session 15 minutes prior to the starting time!

All assignments given during the program must be submitted on time otherwise participants will not avail their certificates.

**CLICK HERE TO REGISTER!**





**MANIBEN NANAVATI WOMEN'S COLLEGE**  
**DEPARTMENT OF CHILD DEVELOPMENT**

**ACTIVITY REPORT**  
**YEAR: 2021-2022**

**NAME OF THE EVENT:** INTENSIVE TRAINING ON TEACHING PEDAGOGIES 30 HOURS SKILL DEVELOPMENT PROGRAM.

**NAME OF THE FACULTY:** Dr Swati Partani Ms Jyoti Rajdes

**ALUMNAE:** Ms Yalnaaz Lakdawala, Ms Tahoor Gubtra

**DD/MM/YY:** 16-11-2021 TO 20-11-2021

**TIME:** 2:30 PM TO 5:30 PM

**NO. OF STUDENTS:** 69 PARTICIPANTS.

**SPEAKER(RESOURCE PERSON WITH DESIGNATION):** DR REETA SONAWAT,  
DIRECTOR AMPERSAND GROUP,  
FORMAL DEAN, PROFESSOR AND HEAD DEPARTMENT OF HUMAN DEVELOPMENT

**VENUE:** ZOOM MEETING

**OBJECTIVES:**

- To enhance the understanding about pedagogies
- To learn how to observe the learning process and development of children
- To understand the methods of teaching and learning

**OVERVIEW:**

Five days of training sessions were conducted in the 30 hours skill development program, which was divided into 3 hours per session followed by 3 hours of the daily assessment conducted by Dr Reeta Sonawat.

The first session began at 2:30 pm sharp, with Dr Reeta Sonawat being heartily welcomed by Dr Rajshri Trivedi and Dr Swati Partani. The introductory speech was given by Ms Kunjal Sharma and Ms Fatema Tinwala. Dr Reeta Sonawat introduced the pedagogy of Friedrich Froebel. Friedrich Froebel used to think about children's capabilities of thinking and understanding. Dr Reeta Sonawat, through a presentation, pointed out pictures of his kindergarten and museum followed by slides of his works and inventions. Participants came up with queries that were resolved by Dr Reeta Sonawat itself. The vote of thanks was given by Ms Gargee Kulkarni. The session came to an end at 5:30 pm with MCQ and feedback forms.

The Second-day session began at 2:30 sharp. Dr Reeta Sonawat started with the pedagogy of Maria Montessori. She was an Italian physician, educator, and innovator, acclaimed for her educational method that builds on the way children learn naturally. For her sensory training was the most important feature. She used the equipment to build up children's skills in different domains. The presentation shared by Dr Reeta Sonawat included slides that displayed Dr. Montessori's equipment. The queries came up by participants and were answered by Dr Reeta Sonawat. The session came to an end at 5:30 with a vote of thanks from Ms Sharvi Agarkar; also with the addition of daily MCQ and feedback form.

The third-day session began at 2:30 pm.

The Topic for the third day was Reggio Emilia, which was named after the city in Northern Italy. Reggio Emilia is an educational philosophy that prioritizes play-based, hands-on learning over a prescribed curriculum. A presentation by Dr. Sonawat thoroughly explained the pedagogue and greatly interested the learners present. The session came to an end with the resolving questions of participants by Dr Reeta Sonawat. Feedbacks and mcq forms were submitted by participants at 5:30 pm. Also the vote of thanks given by a student Ms Fatema Tinwala.

The Fourth day of the session began at 2:30 pm. The pedagogue of the 4th day was Rudolf Steiner. Rudolf Steiner aims that children are self-directed to free play with the environment created around them. The skills developed through his perspective and learning are:- cognitive, social, emotional, and physical. The session came to an end with interesting questions and experiences by participants. Ms Sonali Gundarapu, a student gave the vote of thanks to Dr Reeta Sonawat at 5:30 pm.

The feedback and MCQ form was provided on the pedagogy.

On the last day, the session began at 2:30 pm sharp. Dr Swati Partani welcomed and thanked Dr Reeta Sonawat for sharing her knowledge with us. In this session, two pedagogies were explained. The first pedagogue was Gijubhai Badheka and the other was Mahatma Gandhi. As the presentation gave much information about his works. Then the presentation focused on the major works of Mahatma Gandhi. Truth, the right way of living, nonviolence, respect for elders, freedom and striving for it, are some of Mahatma Gandhi's most important qualities. The session came to an end with solving queries and as it was the last day the learners and Dr Reeta Sonawat shared a few of their experiences and learnings. Then for conducting valedictory ceremony Dr Rajshree Trivedi poured her generous words to Dr Reeta Sonawat followed by Dr Swati Partani and other Participants who gave their humble feedback. Then a vote of thanks was given by a student Ms Sarah Lakdawala, also a feedback and MCQ form was provided at 5:30 pm. The pictures were also clicked by students to remember these golden days. The session was concluded with the graceful remarks of Dr Reeta Sonawat.

A special note about this successful intensive training program is that out of the 69 participants, 60 were students - both FYBA and SYBA - from Maniben Nanavati Women's College, and the course reached an international scale as 9 senior preschool teachers and faculty from Malaysia were also enthusiastic learners

### **LEARNING OUTCOME:**

The main motive/goal of all these five days sessions was to make us learn and understand the pedagogies.

The first pedagogue was Friedrich Froebel who thought about children's capabilities and their thinking. The activities we learned through kindergarten included singing, dancing, gardening, and self-directed play with the Froebel's Gifts. He made ten gifts through which children learned and developed skills. He also created Occupations, where the product was often irreversible, and included skills that were to be learned by the child.

On the second day, we learned about Maria Montessori. She believed that one's intellect and knowledge of the world have their beginnings in the senses. Her principles are independent observation, following the child, correcting the child and having an absorbent mind. Even the benefits of the Montessori school system, the concept of Montessori and the Philosophy of multi-age groups got highlighted. Manners, etiquette and morals were the core of her curriculum. The Montessori school system is thriving and will continue to do so.

Reggio Emilia was our third-day topic as Dr Reeta Sonawat presented the PPT. participants learned how the Reggio Emilia approach was founded by Loris Malaguzzi based on the concept of "the child has a hundred languages".

Even the thought inculcated in the participants that the teachers are "teacher-researchers", a resource and guide as they lend expertise to children. The teacher plays a critical role by being the child's partner and recognizing many learning possibilities.

The fourth-day pedagogy highlighted was Rudolf Steiner. According to his philosophy, the human being is a threefold being of spirit, soul, and body whose capacities unfold in three developmental stages: early childhood, middle childhood and adolescence. Children in his school find their learning and are initiated in creative play and become innovative and independently motivated. They developed positive social skills and empathy towards each other. He named his invented toys Waldorf toys which are open-ended, simple, inspired by nature and design to promote learning to the imagination.


The fifth pedagogue was about an educator who developed Montessori methods in India named Gijubhai Badheka. He believed that the most essential quality that children require to cultivate is the interest in learning. Gijubhai also realised that children must develop a sense of love for learning and he believed that it should be a natural process. Gijubhai's contributions include the evolution of a system of child education suitable to the Indian environment Training of teachers and creation of a body of literature for children.

The last pedagogy was about our Indian Pride Mahatma Gandhi. He always taught people to forgive those who commit wrong and speak harshly. Young Indians can learn how to start forgiving people who do wrong and misbehave with you. He helped the children in all-round development. Training of heart and building of character received his first attention. They



were helped to build their physique through manual work. Learning by doing and co-operation were the means of gaining experiences for the children of age range from 6 to 16. Gandhi believed in teachers having freedom in curriculum matters. Mahatma Gandhi's teaching pedagogy was a needs-based teaching technique which added vocational training, arts and crafts to the curriculum. He did so as he wanted to make the rural population of India more financially independent. Moral, ethical development including instilling self-expression and self-discipline through purposeful activities through ages 4 to 7 like cleaning the environment, sewing and stitching were also conducted.

**PICTORIAL REPORT:**



**MANIBEN NANAVATI WOMEN'S COLLEGE**  
 VALLABHBHAI ROAD, VILE PARLE (W),  
 MUMBAI, MAHARASHTRA - 400056  
 AWARDED BEST COLLEGE 2018-2019




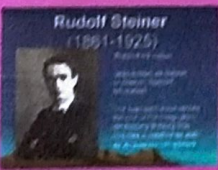
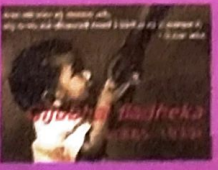
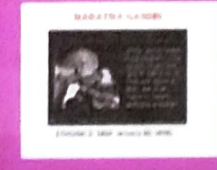
**DEPARTMENT OF CHILD DEVELOPMENT  
 AND  
 PG ECE, DR. BHANUBEN NANAVATI  
 CAREER DEVELOPMENT  
 PRESENTS**

**INTENSIVE TRAINING ON  
 TEACHING PEDAGOGIES**

**DATE: 16-11-2021 to 20-11-2021.**  
**VENUE: ZOOM MEETING**  
**TIME: 2:30PM TO 5:30PM**  
 With

**Dr. Reeta Sonawat**

**SKILL DEVELOPMENT SKILL**

 <p><b>FRIEDRICH FROBEL</b></p>	 <p><b>MARIA MONTESSORI</b></p>	 <p><b>REGGIO EMILIA</b></p>
 <p><b>RUDOLF STEINER</b></p>	 <p><b>GAJUBHAI BHADEKA</b></p>	 <p><b>MAHATMA GANDHI</b></p>

**PEDAGOGIES OF 5 DAYS EVENT**



**MANIBEN NANAVATI WOMEN'S COLLEGE**  
VALLABHBRAI ROAD, VILE PARLE (W).  
MUMBAI, MAHARASHTRA - 400056  
AWARDED BEST COLLEGE 2018-2019

**DEPARTMENT OF CHILD DEVELOPMENT  
AND  
PG ECE, DR. BHANUBEN NANAVATI  
CAREER DEVELOPMENT  
PRESENTS**

**INTENSIVE TRAINING ON  
TEACHING PEDAGOGIES**

DATE: 18-11-2021 to 20-11-2021.

VENUE: ZOOM MEETING

TIME: 2:30PM TO 5:30PM

With

**Dr. Reeta Sonawat**

**SKILL DEVELOPMENT PROGRAM**

**TEACHERS INTRODUCTION**



**DR. REETA SONAWAT**



**DR. RAJSHREE  
TRIVEDI**

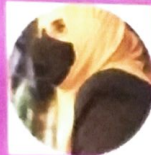


**DR. SWATI PARTANI**

**ALUMNI**



**TAHOOR  
GUBITARA**



**YALNAAZ  
LAKDAWALA**



**ROSHNI  
VORA**



**MANIBEN NANAVATI WOMEN'S COLLEGE**

VALLABHBHAI ROAD, VILE PARLE (W),

MUMBAI, MAHARASHTRA - 400056

AWARDED BEST COLLEGE 2018-2019

**DEPARTMENT OF CHILD DEVELOPMENT  
AND**

**PG ECE, DR. BHANUBEN NANAVATI**

**CAREER DEVELOPMENT**

**PRESENTS**

**INTENSIVE TRAINING ON  
TEACHING PEDAGOGIES**

**DATE: 16-11-2021 to 20-11-2021.**

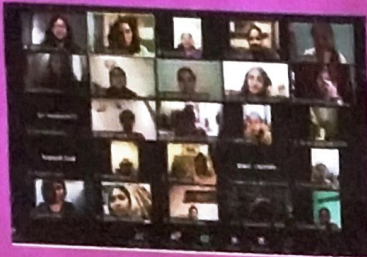
**VENUE: ZOOM MEETING**

**TIME: 2:30PM TO 5:30PM**

With

**Dr. Reeta Sonawat**

**SKILL DEVELOPMENT SKILL**



**PARTICIPATION OF STUDENTS**





**MANIBEN NANAVATI WOMEN'S COLLEGE**

VALLABHBHAI ROAD, VILE PARLE (W),

MUMBAI, MAHARASHTRA - 400056

AWARDED BEST COLLEGE 2018-2019

**DEPARTMENT OF CHILD DEVELOPMENT  
AND**

**PG ECE, DR. BHANUBEN NANAVATI  
CAREER DEVELOPMENT**

**PRESENTS**

**INTENSIVE TRAINING ON  
TEACHING PEDAGOGIES**

**DATE: 16-11-2021 to 20-11-2021.**

**VENUE: ZOOM MEETING**

**TIME: 2:30PM TO 5:30PM**

With

**Dr. Reeta Sonawat**

**SKILL DEVELOPMENT SKILL**



**FEEDBACKS FROM PARTICIPANTS**



# MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNT Women's University, Mumbai

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL

Vallabhbai Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Estd.: 1972  
NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 15.11.2021

To,  
Dr Reeta Sonawat,  
Director Ampersand group,  
Mumbai.

**Sub: Invite to conduct 5 days Skill Development Programme on Teaching Pedagogies**

Dear Madam,

It's our immense pleasure to invite you to conduct 30 hours training programme organised by Department of Child Development as well as P.G Dip ICFE Department of Maniben Nanavati Women's College.

This training programme will be conducted from 16th- 20th November from 2:30- 5:30pm. Apart from these theory sessions, participants will be engaged in practical work through digital assignments. We would like to request you to also evaluate those assignments collected in the programme.

Pedagogies covered for the programmes are

Day 1: Friedrich Froebel

Day 2: Maria Montessori

Day 3: Reggio Emilia

Day 4: Rudolf Steiner

Day 5: Gijubhai Badheka and Mahatma Gandhi.

Looking forward to hear from you.

Thanking you!

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056



Estd. 1972  
NAAC Reaccredited 'A' grade

Chairman Mg Committee  
Smt. Himadri S. Nanavati

## MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNTD Women's University, Mumbai  
(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date:-20.11.2021

To.  
Dr. Reeta Sonawat.

We sincerely thank you for taking "Intensive training on teaching pedagogies" workshop from 16<sup>th</sup> November, 2021 to 20<sup>th</sup> November, 2021 for our Child Development & P.G.Dip.ECE Department students of Maniben Nanavati Women's College..

We hope you shall extend the same co-operation in future also.

Thanking you.

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056

# Day 1 Redbank from New Inst prof. 2-1-22 - concept

Time	Activity	Notes	Location	Duration	Frequency	Priority	Dependencies	Resources
08:00	Arrive at Redbank	Check in, get keys	Redbank	15 min	Once	High	None	Keys, ID
08:15	Breakfast	Grab coffee, eat	Redbank	15 min	Once	Medium	None	Coffee, food
08:30	Site walk	Initial site assessment	Redbank	30 min	Once	High	None	Clipboard, map
09:00	Meeting	Discuss findings with team	Redbank	15 min	Once	High	None	Meeting notes
09:15	Site walk	Check specific areas	Redbank	30 min	Once	High	None	Clipboard, map
09:45	Meeting	Review progress	Redbank	15 min	Once	High	None	Meeting notes
10:00	Site walk	Final site check	Redbank	30 min	Once	High	None	Clipboard, map
10:30	Depart	Leave Redbank	Redbank	15 min	Once	Medium	None	Keys, ID
10:45	Arrive at office	Report to supervisor	Office	15 min	Once	High	None	Report form
11:00	Meeting	Discuss report with supervisor	Office	15 min	Once	High	None	Meeting notes
11:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
11:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
12:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
12:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
12:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
12:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
13:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
13:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
13:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
14:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
14:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
14:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
15:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
15:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
15:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
15:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
16:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
16:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
16:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
17:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
17:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
17:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
18:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
18:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
18:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
18:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
19:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
19:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
19:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
20:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
20:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
20:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
21:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
21:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
21:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
21:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
22:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
22:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
22:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
23:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
23:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
23:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
24:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
24:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
24:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
24:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
25:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
25:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
25:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
26:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
26:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
26:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
27:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
27:15	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
27:30	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
27:45	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
28:15	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
28:30	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID
28:45	Arrive at home	Relax, eat	Home	15 min	Once	Low	None	Food, drink
29:00	Meeting	Discuss with family	Home	15 min	Once	Low	None	Meeting notes
29:15	Site walk	Check back at Redbank	Redbank	30 min	Once	High	None	Clipboard, map
29:45	Meeting	Review final findings	Office	15 min	Once	High	None	Meeting notes
30:00	Depart	Leave office	Office	15 min	Once	Medium	None	Keys, ID

Timestamp	Email Address	Name	Event ID	WhatsApp number	Country	State	City	Version your designation	Name of your institution	Was the session helpful?	Content of the Training Programme	Discussion in the Training Programme	Presentation by Speaker	Overall Feedback about the session
11/20/2021 17:31:50	aminah04@gmail.com	Shaikh Umme Aiman Mohd Anwar	amandoug@gmail.com	9604176317	India	Maharashtra	Mumbai	Student	Shree Chandralal Mahant's Yes	Yes	3	3	3	I personally learned so much. His and losses and thank you so much for arranged this amazing session. I really enjoyed today's session. Came a brilliant speaker. The topics of Inda started by Gijubhai and Ganeshi - it was very interesting and understand contributions in ECCE as well and today I really enjoyed the program. Very inspiring, would love to have many more sessions with Dr. Renuka. Would really really love to have more sessions again. Knowledgeable.
11/20/2021 17:31:54	stiyilnurulh5@gmail.com	Stiyil Nurulh	stiyilnurulh5@gmail.com	7500475655	India	Malayasia	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:32:02	gargee.k.hand06@gmail.com	Ms. Gargee Kukam	gargee.k.hand06@gmail.com	602022892	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:31:29	jpoyslav02@gmail.com	Yvonne Jay	jpoyslav02@gmail.com	912212326	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:31:56	shiracach17@gmail.com	Shiracach	shiracach17@gmail.com	7760088512	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:35:28	mohabshah211@gmail.com	Mohab Fahid	mohabshah211@gmail.com	7405929118	India	Maharashtra	Coimbatore	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:35:36	sonu.jay.01@gmail.com	Shweta Jay	sonu.jay.01@gmail.com	010442492	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:37:14	swaidanaroy@gmail.com	Swaidanaroy	swaidanaroy@gmail.com	9350201474	India	Maharashtra	Varanasi	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:39:13	akshatgoyal201@gmail.com	Falguni Goyal	akshatgoyal201@gmail.com	924927866	India	Gujarat	Nadiad	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:39:34	nooraynisa@yahoo.co.uk	Noor Ayisha	nooraynisa@yahoo.co.uk	0192252609	Malaysia	Selangor	Subang Jaya	Principal	Blooming Tree House	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:40:14	maria.najim@yahoo.com.my	Maria Najim	maria.najim@yahoo.com.my	0138178521	Malaysia	Sarawak	Brunei	Teacher	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:40:46	aridulnuzul@gmail.com	Arif Nurul	aridulnuzul@gmail.com	9857602321	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:43:25	zainurrahman06@gmail.com	Zainurrahman	zainurrahman06@gmail.com	9160088062	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:43:28	kyany2014@gmail.com	Yip Kin Lan	lad.karam08	010338577	Malaysia	Selangor	Ampang	Principal	Talia Raka	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:43:55	roqayahsaad@gmail.com	ROQAYAH SAAD	roqayahsaad@gmail.com	60150783078	Malaysia	wpk	Kuala Lumpur	Teacher	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.
11/20/2021 17:46:28	frayed1312@gmail.com	Frayed sajed	frayed1312@gmail.com	720330227	India	Maharashtra	Mumbai	Student	Varanasi Narayadi Women's Yes	Yes	3	3	3	It was very very interesting and I really enjoyed the program. The way she explained things, it's so good. I'm glad to be a part of your program.







Days, feedback from skills devt Proj. 2021-22 - Orders

Timestamp	Name	Email ID	WhatsApp number	Country	State	City	Mention your designation	Name of your institution	Was the session helpful?	Content of the training programme	Discussion if the training Programme	Overall feedback about the session
11/16/2021 17:03:04	Maika Nagal	mknagald2003@gmail.com	996704664	India	Maharashtra	Mumbai	Student	Maha Nagal	Yes	3	3	3 Great
11/16/2021 17:03:37	Maneeka D'Souza	mknagald2003@gmail.com	9324309181	India	Maharashtra	Mumbai	Student	Maneeka women's college	Yes	3	3	3 Very interesting Really helpful. Provided insight about the life of child development
11/16/2021 17:03:43	Parvati Joglekar	parvati.joglekar@gmail.com	9619963105	India	Maharashtra	Mumbai	Student	Maneeka Navavati Women's College	Yes	3	3	3 Informative
11/16/2021 17:03:04	Ashin Ilavara	ashinilavara@gmail.com	7711065557	India	Maharashtra	Mumbai	Student	Maneeka Navavati	Yes	3	2	3 and amazing Learned something new and helpful
11/16/2021 17:03:08	SADAK YUNUS KHAN	khansadaf1202@gmail.com	8019320795	INDIA	MAHARASHTRA	MUMBAI	Student	MANEKA NAVAVATI WOMEN'S INSTITUTE AND COLLEGE	Yes	3	3	3 It was really amazing, interesting and informative
11/16/2021 17:03:13	Charishm Shah	shahcharishm@gmail.com	8386299148	India			Student	MNWC	Yes	3	3	3 It was an amazing session and explanation was on point.Dr. Reeta Maram explained so well and I needed so much today
11/16/2021 17:03:14	Lilith Anil Jais	lilithanil2003@gmail.com	932734655	India	Maharashtra	Mumbai	Student	Maneeka Navavati Women's College	Yes	3	3	2 good
11/16/2021 17:03:17	Enicha Dalva	enichadalva@gmail.com	589728728	India	Maharashtra	Mumbai	Student	Dr. Jaisne's college	Yes	2	2	3 No judgement
11/16/2021 17:03:20	Faria Haroon Alkhalid	fariaharoonalkhalid2025@gmail.com	7977874520	India	Maharashtra	Mumbai	Student	MANEKA NAVAVATI WOMEN'S COLLEGE	Yes	3	3	3 It was really amazing, couldn't get better
11/16/2021 17:03:21	Shachi Agrewar	shachisagrewar@gmail.com	9136019482	India	Maharashtra	Mumbai	Student	Maneeka Navavati Women's College	Yes	3	3	3 An excellent and a very inspiring session
11/16/2021 17:03:23	Hafiza Anshari	ansharifahiza@gmail.com	667662323	India	MAHARASHTRA	Mumbai	Student	Maneeka Navavati Women's College	Yes	3	3	3 Great!
11/16/2021 17:03:28	Aarsha Krishna T. shri	krishnaarsha09@gmail.com	9307805482	India	Mumbai	Nara Road	Student	Maneeka Navavati Women's College	Yes	3	3	3 Great!
11/16/2021 17:03:37	evrenca norgin	norginca@gmail.com	8386299338	India	Maharashtra	mumbai	Student	BNCCD MANEKA NAVAVATI WOMEN'S COLLEGE	Yes	3	3	3 I love it. It was very motivating and informative. I was blessed to be the part of
11/16/2021 17:03:48	Jyoti jayesh	jyotijayesh09@gmail.com	9152123206	India	Maharashtra	Mumbai	Student	Maneeka Navavati women's college mumbai	Yes	3	3	3 It was an excellent session and I really enjoyed it. I would also attend more sessions of like this
11/16/2021 17:03:56	Pooja Vora	poojavora1501@rediffmail.com	9137070384	India	MAHARASHTRA	MUMBAI	Student	Maneeka Navavati Women's College	Yes	3	2	3 It was informative and I really enjoyed the part about the part of the very informative. The product used was quite beautiful and I really enjoyed the session. I will be recommending it to my friend
11/16/2021 17:04:00	Fatiha Tiwala	fatiha.tiwala2021@gmail.com	9724628566	India	Gujarat	Navaan	Student	Maneeka Navavati women's college	Yes	3	3	3 It was very good and informative. It was interesting and motivating
11/16/2021 17:04:01	Mehak Fazal	mehakfazal@gmail.com	9692845505	India	Maharashtra	mumbai	Student	Maneeka Navavati women's college	Yes	3	3	3 Its was very good and informative
11/16/2021 17:04:17	Aradhana Yedav	yedavardhana04@gmail.com	9682817343	India	Maharashtra	Mumbai	Student	Eva Dr. Bhavneka Navavati Career Development Center (M.A.V.C.C)	Yes	3	3	3 It was interesting and motivating
11/16/2021 17:04:34	Komal Shah	komalshah1746@gmail.com	7950001688	India	Maharashtra	mumbai	Student	Maneeka Navavati Women's college	Yes	3	3	3 Skill development program
11/16/2021 17:04:47	Aarna Issayed Shalbu D. Acharyal	acharyalshalbu03@gmail.com	6070932903	Mumbai	Maharashtra	Mumbai	Student	Maneeka Navavati women's college	Yes	3	3	3 Wonderful I also enjoy this program. And it's helpful. Thank you a lot for this
11/16/2021 17:04:48	Rishi Tushar Bhatn	rishibhatn@gmail.com	9680630729	India	Maharashtra	Mumbai	Student	Maneeka Navavati Women's college	Yes	2	3	3 Thank you a lot for this

Timestamp	Name	Email ID	WhatsApp Number	Country	State	City	Mean or your designation	Name of your institution	Was the session helpful?	Content of the Training Programme	Discussion in the session by student	Overall feedback about the session
11/16/2021 17:04:53	Mina Chakraborty	minasakaborn003@gmail.com	882113919	India	Maharashtra		Student	MANJEE'S NANAVATI WOMEN'S COLLEGE	Yes	3	2	Overall feedback about the session was very informative and interesting very new.
11/16/2021 17:05:19	Falak Shaikh	Falakshaikh09@gmail.com	9520356228	India	Maharashtra	Mumbai	Student	Maniben Nanavati women's college	Yes	3	3	Season was very helpful and informative. It was very interesting. I really enjoyed it.
11/16/2021 17:05:22	Sonal Gundamp	sonal.gundamp@gmail.com	8940597220	India	Maharashtra	Mumbai	Student	Itarabehn Nanavati Women's College	Yes	3	3	The explanation was very informative and interesting. I really enjoyed it.
11/16/2021 17:05:16	Mubova Patel	mubovapatel211@gmail.com	745929718	India	Maharashtra	Gurgaon	Student	Maniben Nanavati Women's College	Yes	3	3	IT WAS INTERESTING AND WE GOT TO LEARN MUCH.
11/16/2021 17:05:27	ZUVEKA MOMIN	muzerya@gmail.com	8295986533	India	Maharashtra	mumbai	Student	BMGCC MANIBEN NANAVATI WOMEN'S COLLEGE	Yes	3	3	The session is very helpful and interesting. I really enjoyed it.
11/16/2021 17:06:33	Roopa Jagannath Kaakar Kalekarpooth	roopajagannathkaakar.kalekarpooth@gmail.com	8657303608	India	Maharashtra	Mumbai	Student	SIREE CHANDJUL NANAVATI WOMEN'S	Yes	3	3	Amazing awesome. I would like to have Dr. The session was very helpful and informative.
11/16/2021 17:06:50	Noorah binti Abdullah	nor_ahmed@yahoo.com	46722852302	Malaysia	Quelengor	Peangang Jaya	ECCE Learning Asia s.d.uiversity		Yes	3	3	Thankyou.
11/16/2021 17:07:11	Sabina Saich	sabina27386@gmail.com	9682796942	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's college	Yes	3	3	It was very helpful and interesting. I really enjoyed it.
11/16/2021 17:09:01	Esha Mishra	eshamishra@gmail.com	8634437625	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	It was interesting and we enjoyed the session very much.
11/16/2021 17:08:03	Sina Mishra	Sinamishra@gmail.com	9136153115	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	It was interesting and we enjoyed the session very much.
11/16/2021 17:08:49	Roshni Vaidya	roshnivaidya26@gmail.com	7420172783	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	Great!
11/16/2021 17:09:09	Zehra Bilalpurwala	zohraseena@gmail.com	9819749591	India	MAHARASHTRA	KULVBAI	Student	MNWC	Yes	2	2	Good.
11/16/2021 17:09:14	Sarah Lakshwala	sarah.mishra96@gmail.com	8870342222	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's college	Yes	3	3	It was great session, great learning to visit Frobbly's exhibition. It made me to become a child. I learned a lot.
11/16/2021 17:09:15	Heena Jayed	Hayed312@gmail.com	792339227	India	Maharashtra	Mumbai	Student	MNWC	Yes	3	3	It was great and full of knowledge. Informative. I came to know more about child development and how to engage them in their life. It is a great chance to know more about their concentration by playing games and activities. I would love to learn more.
11/16/2021 17:09:18	Sudhi Anil Halankar	sudhi.halankar16@gmail.com	8926162765	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	Informative session and interesting. I would love to learn more.
11/16/2021 17:09:34	Mighna Upadhyay	mighnapadhyay@gmail.com	9788841280	India	Maharashtra	Nira road	Student	Maniben Nanavati Women's College	Yes	2	2	Informative session and interesting. I would love to learn more.
11/16/2021 17:10:33	Isha Qureshi	ishaqureshi0010@gmail.com	8528197684	India	Maharashtra	Mumbai	Student	Maniben Nanavati Women's college	Yes	3	3	The session was
11/16/2021 17:11:13	Pratik Gandhi	pratikgandhi@gmail.com	9166191901	India	Maharashtra	Mumbai	Student	Bhambhen Nanavati Career development Centre	Yes	2	2	The session was

Timestamp	Name	Email ID	WhatsApp Number	Country	State	City	Min on year designation	Name of your institution	Was the session helpful?	Content of the training programme	Discussion in the Programme	Presentation by Soukya	Overall Feedback Promotion was helpful in understanding financial inclusion
11/16/2021 17:11:23	Vinitha Maity	vinitha04@gmail.com	6987345100	India	Maharashtra	Mumbai	Student	SHDI Women's College	Yes		2	2	2
11/16/2021 17:11:29	Rishi Sharma	sharanrishi17@gmail.com	7700096012	India	Maharashtra	Mumbai	Student	Mumbai Narayani women's college	Yes		3	3	3
11/16/2021 17:11:42	Bhava Vora	vora.bhavi31@gmail.com	8104452402	India	Maharashtra	Mumbai	Student	MNWC	Yes		3	3	3
11/16/2021 17:11:50	Smita Sharma	Kritika.sharma2020@gmail.com	6857620395	India	Maharashtra	Mumbai	Student	Mumbai narayani women's college	Yes		3	3	3
11/16/2021 17:11:53	Neeraj Sankar	neeraj.sankar@shree@gmail.com	0102252809	Malaysia	Selangor	Selangor Jaya	Principal	Bloomng Fish House	Yes		3	3	3
11/16/2021 17:13:14	Sivaji Muralidharan	shivamuralidharan@gmail.com	755677565	India	Maharashtra	Mumbai	Student	Mumbai Narayani Women's College	Yes		2	3	3
11/16/2021 17:13:40	Garima Kulkarni	garima.kulkarni@gmail.com	982222892	India	Maharashtra	Mumbai	Student	Mumbai Narayani Women's College	Yes		3	3	3
11/16/2021 17:13:56	Jivraj Shah	jujama2002@gmail.com	981898328	India	Maharashtra	Mumbai	Student	Mumbai Narayani women's College	Yes		3	3	3
11/16/2021 17:14:12	Sweleena Roy	sweleena.roy@gmail.com	9359201474	India	Maharashtra	Mumbai	Student	Mumbai Narayani Women's College	Yes		3	2	3
11/16/2021 17:15:41	Shashi Jyotsna Anand	shashi.jyotsna.anand@gmail.com	664175241	India	Maharashtra	Mumbai	Student	Shree Chanchal Narayani Women's Institute	Yes		3	3	3
11/16/2021 17:15:49	Bhakti Shah	bhaktishah2410@gmail.com	638070741	India	Maharashtra	Mumbai	Student	Mumbai narayani women's college	Yes		3	3	3
11/16/2021 17:16:13	Yash Kam Lamb	yashkam08	0163208077	Malaysia	Selangor	Ampang	Principal	Insula Haka	Yes		3	3	3
11/16/2021 17:16:43	Tejashree Arjun	tejashree.arjun@gmail.com	886724381	India	Maharashtra	Mumbai	Student	Mumbai narayani women's college	Yes		3	3	3
11/16/2021 17:17:53	Zainab Bilkis	zainabnaseemahbilal@gmail.com	976966362	India	Maharashtra	Mumbai	Student	Mumbai Narayani women's college	Yes		3	3	3
11/16/2021 17:32:36	Rogayya Saad	rogayyasad@gmail.com	6612640378	Malaysia	Ipoh	Kuala Lumpur	Student	Insula Haka	Yes		3	3	3
11/16/2021 17:53:37	Shikha A. CAIGIA	shikhaa1990@gmail.com	-9195134965	India	Maharashtra	Mumbai	Student	Mumbai Narayani Women's College	Yes		3	3	3
11/16/2021 18:04:33	Pooja Tabassum	patilpooja16@gmail.com	927197021	India	Maharashtra	Mumbai	Student	Mumbai narayani women's college	Yes		3	3	3
11/16/2021 18:06:30	Zahra Raeesa Khatun	zahraraeesa09@gmail.com	937185699	India	Maharashtra	Mumbai	Student	Mumbai Narayani Women's College	Yes		3	3	3

Timestamp	Name	Email ID	WhatsApp number	Country	State	City	Medium year designation	Name of your institution	Was the session helpful?	Content of the Training programme	Discussion in the Training Programme	Presentation By Speaker	Overall feedback about the session
11/10/2021 18:19:10	Sarah Patel	Priekarah15@gmail.com	9136180827	India	MAHARASHTRA	MUMBAI	Student	MAHIBEN NANAVATI WOMENS COLLEGE	Yes	2	2	2	Overall feedback about the session: Was something new and informative
11/16/2021 16:38:08	JUITER BINTI ADANG	juiterbinti@juitoo.com	+6098570895	Malaysia	SARAWAK	KUCHING	Operator of N	NACCCCAH	Yes	3	3	3	Very informative and useful presentation.
11/17/2021 5:18:43	Fajar Ahmad	backspintivac@gmail.com	0174584204	Malaysia	Perang	Repala Batas	Teacher	Inclia Petritis Kocil	Yes	2	2	2	I got to learn about the various gifts and blessings and how we can contribute to the field of Child Development. I got to know about the importance of how important it is for us. I also got to know about the various laws.
11/24/2021 9:16:27	Sarwa Karon	ssuvaran18@gmail.com	7045307465	India	Madhya Pradesh	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	3	Excellent experience.
11/24/2021 19:17:38	Ayisha wahid ushah	ayishawahid133@gmail.com	8106600341	India	Kerala	Wayanad	Student	Maniben nanavati women's college	Yes	2	3	3	Awsome
11/24/2021 16:32:05	Azmaah Mustaqim	amzay@gmail.com	0172548446	Malaysia	PULUTAYA	Wayan perantau	Entrepreneur	Kindergarten	Yes	3	3	3	Very informative and useful presentation. I really enjoyed it.
11/24/2021 16:58:41	Anshika Krishna Tewan	tewan09@gmail.com	9307600492	India	Kerala	Mrs Road	Student	Maniben Nanavati Women's College	Yes	3	3	3	If makes more observant mind. The session overall was informative and enjoyable. I really enjoyed it. I made me want to become a child therapist. Thank you!
11/24/2021 19:53:40	Radha Binema	radhabinema6@gmail.com	7715407279	India	Madhya Pradesh	Mumbai	Student	Maniben Nanavati Women's College	Yes	3	3	3	Informative
11/25/2021 21:06:49	Males-Naraju	malleesudhan05@gmail.com	902221827	India	Kerala	Mumbai	Student	Bharanur Maniben Women's Nanavati College	Yes	3	3	3	



# PICTORIAL REPORT

**MANIBEN NANAVATI WOMEN'S COLLEGE**  
VALLABHBHAI ROAD, N.L.D. POBLE (W),  
MUMBAI, MAHARASHTRA - 400056  
AWARDED BEST COLLEGE 2018-19

DR. SHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
and  
MNUC & DEPARTMENT OF CHILD DEVELOPMENT  
organised

**WORKSHOP ON PHONICS : SOUNDS OF ALPHABETS**  
Date: 9th April, 2022  
Time: 2.00 PM to 6.00 PM

## POSTER

**MANIBEN NANAVATI WOMEN'S COLLEGE**  
BEST COLLEGE (2018-2019)  
PG DIPLOMA EARLY CHILDHOOD EDUCATION  
& CHILD DEVELOPMENT DEPARTMENT

Organizes A  
Workshop on Phonics  
: Sounds of Alphabets  
on 9th April 2022  
2 pm to 6 pm

By Expert Facilitator :  
Mrs. Namrata Babvani

Google Link: [meet.google.com/ope-ieid-qfx](https://meet.google.com/ope-ieid-qfx)

Kindly keep basic stationary handy for the phonics workshop like  
pencil, eraser  
crayons and paints  
sketch pens  
paper, chart paper, colourful paper sheets  
scissor  
glue, Fevicol  
newspapers, magazines

**MANIBEN NANAVATI WOMEN'S COLLEGE**

**DEPT OF CHILD DEVELOPMENT**

**ACTIVITY REPORT**

**YEAR: 2021-2022**

**NAME OF THE ACTIVITY: WORKSHOP ON PHONICS : SOUNDS OF ALPHABETS**

**DD/MM/YY: 9th April, 2022**

**TARGET GROUPS : Students of MNWC'S SYBA and BNCDC's PG Diploma**

**NAME OF FACULTY: Dr. Swati Partani, Ms. Jaya Rajdev**

**NO OF STUDENTS: 28 CD & BNCDC students**

**SPEAKER/RESOURCE PERSON (WITH DESIGNATION): Mrs. Namrata Babvani, Visiting Lecturer at Maniben Nanavati Women's College and National Board Member at Aga Khan National Education Board**

**VENUE: Google Meet (meet.google.com/opc-ieid-qfx)**

**TIME: 2.00 PM to 6.00 PM**

**OBJECTIVES:**

1. To introduce the concept of phonics, and the importance of sound in teaching young children.
2. To enable thinking about the different sounds used in a creative manner to teach children.
3. To explain the importance of phonics in speech and language development.
4. To introduce the 42 different sounds of phonics.
5. To create an understanding of the steps and activities involved in phonics lessons for preschool children.
6. To introduce the Jolly Phonics system of phonics learning.

**METHODOLOGY: Two methods followed in this activity were Experiential and Participative.** The students were required not only to listen to the experienced resource person but also had to follow along to the actions and sounds, as well as had to coordinate in creating activities for the same.

**OVERVIEW:**

The workshop began with an introduction to phonics and the many systems to teach it by Mrs. Namrata Babvani. Being trained thrice in Jolly Phonics, this internationally-renowned system formed the foundation for the phonics lesson system she taught. The importance of phonics in speech and language development, forming the foundation for readiness was explained.

The 42 sounds utilised in Jolly Phonics, as per their groups, were introduced. The sound and action for each sound was demonstrated and the students were requested to follow along. The example words that could be presented to the children were also explained. The word blends, magical "e" and other notable changes in word sounds were also presented. A song was demonstrated to show the correct phonetic pronunciation of two vowels.

Then numerous activities and teaching aids including word formation flashcards, sandpaper flashcards, picture talk, stories and songs utilised in phonics lessons were explained. Mrs. Babvani also demonstrated some of the samples of teaching aids she had to the students.

The steps in a lesson were explained and then the students present were divided into groups and provided topics to create a few activities for. The topics were the different stages of teaching phonics to a child, for instance, introduction of a sound, revision of a group of sounds etc. Each group then presented their activities to Mrs. Babvani.

To conclude the program the Jolly Phonics mobile application was demonstrated, as well as a summary was given. Post the workshop, material was provided for further revision as well as an assignment for a phonics lesson plan was prescribed.

#### **OUTCOME:**

The students were able to understand the importance of phonics in developing appropriate speech patterns and vocabulary for the child. The role that phonics plays in providing the foundation for Reading Readiness and Writing Readiness was well understood. The 42 sounds have provided a better sense of enunciation and have also provided insight into how children can be taught essential components of speech with the help of action. Creativity of the students was engaged as they learned the many different ways in which phonics are taught, the steps that are usually utilised in teaching a phonics' sound and the activities that can be created for the same. The chance provided to students for application and engagement with the resource person provided a deeper hands-on understanding about phonics. The importance of the use of songs, stories, sound and actions in teaching children concepts that can form the crux of their future readiness for formal schooling was also understood. The students were able to learn how phonics learning can be further improved with the feedback from Mrs. Namrata Babvani on their activities as well as the material provided by the resource person post-workshop further cemented that understanding.

# ATTENDANCE

3:53 4G

3:53 4G

▼ About this call

▼ About this call

People Information Chat

People Information Chat

- F Fatema Tinwala (You)
- J Jaya Rajdev Meeting host
- K 722 Valance Kinny
- bhakti shah
- E Esha Mardolkar
- G Gargee Kulkarni
- Hani allauddin
- h heena Sayed
- I Isha Qureshi
- laiba jatu
- Namrata Babvani
- S Sabrin Shaikh
- S Sadaf Khan
- S Sana Khan

Sheeba Khan has left this call

U.S. Patent & Trademark Office



Timestamp	Email Address	Score	Name of the student	Roll No	Was the session useful to understand sound used to teach young children	It enabled you to think about different sounds used in creative manner to teach children?
4/19/2022 21:20:59	suhanaambaliya@gmail.com		Suhana Ambaliyasana	74	Yes	Yes
4/19/2022 21:22:45	mokshapatel1211@gmail.com		Moksha Patel	44	Yes	Yes
4/19/2022 21:23:11	riyawaghela2504@gmail.com		Riya Anil Waghela	13	Yes	Yes
4/19/2022 21:24:21	hsayed1312@gmail.com		Heena sayed	49	Yes	Yes
4/19/2022 21:40:07	haniialauddin2025@gmail.com		Hani Haroon Allauddin	1	Yes	Yes
4/19/2022 21:40:57	bhaktishah1210@gmail.com		Bhakti shah	08	Yes	Yes
4/19/2022 21:44:34	swelleena.roy@gmail.com		Swelleena Roy	47	Yes	Yes
4/19/2022 21:50:54	sarah.rafiq798@gmail.com		Sarah Lakdawala	41	Yes	Yes
4/19/2022 21:51:50	idrisiifra62@gmail.com		Ifra Idrisi	76	Yes	Yes
4/19/2022 22:38:04	gargee.kulkarni08@gmail.com		Gargee Kulkarni	40	Yes	Yes
4/19/2022 22:45:05	myrakhan100103@gmail.com		ISHA QURESHI	07	Yes	Yes
4/19/2022 22:53:41	antulayhaziqa@gmail.com		Haziqa Antulay	37	Yes	Yes
4/19/2022 23:26:23	laibajatu2003@gmail.com		Laiba Anis Jatu	38	Yes	Yes
4/19/2022 23:30:00	memonf15@gmail.com		Memon Fatima	80	Yes	No
4/19/2022 23:31:44	khansadaf112002@gmail.com		Sadaf Yunus Khan	06	Yes	Yes
4/19/2022 23:31:54	sharvisagarkar@gmail.com		Sharvi Agarkar	36	Yes	Yes
4/19/2022 23:36:07	maltritshah1609@gmail.com		Maltri shah	09	Yes	No
4/19/2022 23:39:31	eshamardolkar@gmail.com		Esha Mardolkar	42	Yes	Yes
4/19/2022 23:52:35	meherrehman51392@gmail.com		Meher Rehman	46	Yes	Yes
4/19/2022 23:54:37	ansarimuskaan258@gmail.com		Muskan Ansari	75	Yes	Yes



It enabled you to think about different sounds used in creative manner to teach children?

Was the session useful to understand sound used to teach young children

Timestamp	Email Address	Score	Name of the student	Roll No	Yes	No
4/20/2022 0:04:01	vineetakinny0705@gmail.com		Vineeta Kinny	78	Yes	Yes
4/20/2022 0:23:42	sanakh6060@gmail.com		Sana khan	39	Yes	No
4/20/2022 8:27:27	sanashalkh39130@gmail.com		Sanaa Salimuddin Shaikh	10	Yes	Yes
4/20/2022 8:45:40	tanishasant0@gmail.com		Rinku sant	83	Yes	Yes
4/20/2022 17:33:01	fatematinwala2021@gmail.com		Fatema Tinwala	11	Yes	Yes
4/21/2022 0:57:48	sabrin27398@gmail.com		Sabrin Shaikh	4	Yes	Yes
4/21/2022 1:48:39	itsfouziyakhani@gmail.com		Khan Fauziya	62	Yes	Yes
4/21/2022 1:55:56	mzuverya@gmail.com		ZuveryaMomin	2	Yes	Yes

Can you use phonics with preschool children in future?	Yes	How was the over all program?	Good	Would you like to have such programs in future?	Yes	Any other suggestion/Feedback?	The phonics session was very useful for us to make children listen and pronounce the words better. Hope to have another session soon
	Yes		Good		Yes		
	Yes		Good		Yes		Program was amazing
	Yes		Good		Yes		
	Yes		Good		Yes		Thank you ma'am, it was a great experience a great learning from you, I will surely work hard in it. Thank you so much ma'am.
	Yes		Good		Yes		The session is so informative
	Yes		Good		Yes		
	Yes		Good		Yes		
	Yes		Good		Yes		




PICTORIAL REPORT

POSTER



**MANIBEN NANAVATI WOMEN'S COLLEGE**  
VALLABHBHAI ROAD, VILE PARLE (W),  
MUMBAI, MAHARASHTRA - 400056  
AWARDED BEST COLLEGE 2018-2019

DEPARTMENT OF CHILD DEVELOPMENT  
and  
DIPLOMA IN PG ECE  
PRESENTS



**MANAGING EMOTIONS WITH  
THE USE OF THE CREATIVITY  
AMONG YOUNG CHILDREN**

**A WORKSHOP**

WITH



**Radhika Bairagra**  
Mentor, Touching Lives (NGO)



DATE: 6th May, 2022  
TIME: 11 AM - 1 PM

# MANIBEN NANAVATI WOMEN'S COLLEGE

DEPT OF CHILD DEVELOPMENT

ACTIVITY REPORT

YEAR: 2021-2022

**NAME OF THE ACTIVITY:** WORKSHOP ON MANAGING EMOTIONS WITH THE USE OF THE CREATIVITY AMONG YOUNG CHILDREN

**DD/MM/YY:** 6th May, 2022

**TARGET GROUPS :** Students of SY BA CD and PG Diploma in ECE

**NAME OF FACULTY:** Dr. Swati Partani, Ms. Jaya Rajdev

**NO OF PARTICIPANTS:** 23

**SPEAKER/RESOURCE PERSON (WITH DESIGNATION):** Ms. Radhika Bairagra, Mentor Touching lives (NGO)

**VENUE:** ZoomMeet  
(<https://us06web.zoom.us/j/85128662058?pwd=TjdvTGVyWEZCcUpjK3hIQ21oc2ZOdz09>)

**TIME:** 11:00 AM to 1:00 PM

## OBJECTIVES:

1. To introduce the concept of managing emotions, and the importance of emotions in teaching young children.
2. To identify emotions with different activities.
3. To manage emotions of young children from stress busters.
4. To introduce the different facial expressions.
5. To enable thinking about the different methods used in a creative manner to teach children.
6. To create an understanding of the method and activities involved in emotion management for young children.
7. To understand the different kinds of emotions to express.

**METHODOLOGY:** Two methods followed in this activity were **Experiential and Participative**. The experienced resource person required to listen, do the activities and to follow the instructions given by her, as well as had to coordinate in creating activities for the same.

**OVERVIEW:**

The workshop began with a mindful meditation taught by Ms. Radhika Bairagra. Then she asked for the adjectives- name choices with each of the participants. Introduce the knowledge of emotional intelligences in cognitive development, with 3 questions i.e. what is emotions, what is emotional intelligences, and when does emotional intelligences occur in children age of 4 years.

The numerous activities with expression, some materials including color papers, wheat flour, plastic bottle, balloon, sketch pen, A4 size white paper etc. Activity of choosing cards from red, green, and yellow to express the level of our emotions. Ms. Radhika also demonstrated some of the pictures from the presentation and given some situations that we have to choose the emotions according to those that connect with our emotions and identify with facial expression.

She made us prepare a stress buster made up of balloons filled with wheat flour then drew facial features on that balloon for which we have given nicknames of our choices. The topics given in breakout rooms were explained and then the students present were divided into groups and activities. Each group then presented their activities to Ms. Radhika.

To conclude the program, acknowledge the identification of the emotion, manage the emotions, and understand the importance of emotional management, as well as assignment of lesson plan were given by teachers of MNWC and BNCDC's PG Diploma. In the end vote of thanks was given by Ms. Jaya Rajdev.

**OUTCOME:**

The students were able to understand how to manage the emotion, how to control emotional intelligences, ability to understand the emotional behavior in developing appropriate cognitive behavior and how to express facial behavior for the child. The 5 activities have provided insight into how children can be taught essential components of expression with the help of creative activities. Creativity of the students was engaged as they learned the many different ways in which understanding of emotional intelligences are taught. The chance provided to students for application and engagement with the resource person provided a deeper hands-on understanding about management of emotion in many different ways. The importance of the use of creative activities, lesson plans in teaching children concepts that can form to identify and express with different outcomes. The students were able to learn how emotion management can be further improved with the feedback from Ms. Radhika on their activities.





Estd.: 1972  
NAAC Reaccredited 'A' grade

## MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNTD Women's University, Mumbai

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbar Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail: mnwcollege@hotmail.com • Website: www.mnwc-sndt.org

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Date: 05/05/2022  
Principal  
Dr. (Mrs.) Rajshree Trivedi

To,  
Ms. Radhika Bairagra,

We sincerely thank you for taking "Managing Emotions With The Use Of The Creativity Among Young Children" workshop on 6<sup>th</sup> May, 2022 for our Child Development & P.G.Dip.FCE Department students of Maniben Nanavati Women's College.

We hope you shall extend the same co-operation in future also.

Thanking you.

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056



NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

## MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai  
(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West) Mumbai-400 056

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Principal

Dr. (Mrs.) Rajshree Trivedi

Date 05.05.2022

To,  
Ms. Radhika Bairagra.

It's our immense pleasure to invite you to take workshop for our students of Child Development & P.G.Dip.ICT Department students of Maniben Nanavati Women's College on the topic given below

Topic:- "MANAGING EMOTIONS WITH THE USE OF THE  
CREATIVITY AMONG YOUNG CHILDREN"

On 6<sup>th</sup> May, 2022

Kindly accept the invitation.

Thanking you!

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056

# Feedback form of Creativity workshop - Mrs. Johnson, on 6th May 22

Timestamp	Email Address	Name	Email ID	WhatsApp number
5/6/2022 0:27:33	khansadaf112002@gmail	Sadaf Yunus Khan	Khansadaf112002@gmail.com	9819020195
5/6/2022 0:28:55	qureshibushra1507@gme	Bushra	qureshibushra1507@gmail.com	9082375969
5/6/2022 0:29:04	itsfouziyakhana@gmail	cor Fauziya khan	itsfouziyakhana@gmail.com	7711005557
5/6/2022 0:29:10	jinalgandhi5@gmail.com	Palakh Gandhi	jinalgandhi5@gmail.com	9167679191
5/6/2022 0:30:04	yadavaradhana24@gmail	Aradhana Yadav	yadavaradhana24@gmail.com	9892617343
5/6/2022 0:31:32	vineetakinny0705@gmail	Vineeta Kinny	vineetakinny0705@gmail.com	8898627327
5/6/2022 0:32:27	laibajatu2003@gmail.com	Laiba Anis Jatu	laibajatu2003@gmail.com	9322734055
5/6/2022 0:33:02	mokshapatel1211@gmail	Moksha Patel	mokshapatel1211@gmail.com	7405829118
5/6/2022 0:33:52	eshamardolkar@gmail.co	Esha Mardolkar	eshamardolkar@gmail.com	9834837625
5/6/2022 0:34:14	myrakhana100103@gmail	Isha Qureshi	Myrakhana100103@gmail.com	8828197894
5/6/2022 0:34:56	fatimapatel1245@gmail.c	Fatima Patel	fatimapatel1245@gmail.com	7710892557
5/6/2022 0:35:15	dimpuparmar23@gmail.co	Dimple Parmar	dimpuparmar23@gmail.com	9322748857
5/6/2022 0:36:27	gargee.kulkarni08@gmail	Gargee Kulkarni	gargee.kulkarni08@gmail.com	8082022892
5/6/2022 0:37:26	sweteena.roy@gmail.com	Sweteena Roy	sweteena.roy@gmail.com	9359201474
5/6/2022 0:38:21	haniallauddin2025@gmai	Hani Allauddin	haniallauddin2025@gmail.com	7977674520
5/6/2022 0:44:01	sabrin27398@gmail.com	Sabrin Shaikh	sabrin27398@gmail.com	9892798942
5/6/2022 0:46:47	rishitakanabar@gmail.co	Rishita kanabar	rishitakanabar@gmail.com	+91 81048 22257
5/6/2022 0:53:31	tanishasant0@gmail.com	Rinku sant	tanishasant0@gmail.com	7620178271
5/6/2022 1:11:09	hsayed1312@gmail.com	Heena sayed	hsayed1312@gmail.com	7303339227
5/6/2022 1:43:02	antulayhaziqah@gmail.co	Haziqa Antulay	antulayhaziqah@gmail.com	9867682323
5/6/2022 4:59:28	shrutishirke662003@gma	Shruti shirke	shrutishirke662003@gmail.com	9152402003



You are from	Was the session helpful to understand emotions in young children?	Content of the Training programme	Discussion in the Training Programme	Present ation by Speaker
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Diploma ece	Yes	3	3	3
Dept of PG ECE	Yes	3	3	3
Dept of UG ECE	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of PG ECE	Yes	3	3	3
Student of child developrr	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	2	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of PG ECE	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	1	1	1
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	3	3	3
Dept of Child Developmer	Yes	2	2	2

Overall Feedback about the session

The session was good and creative. This learning workshops give so many ideas about emotions which will help me to teach children.

It's helpful how to interact child and how to play with the different different activities.

Its an amazing session for understanding the emotions of children by creative idea

The session was wonderful. It gave us insight about how to make the child emotionally intelligent.

It was a good session and very informative

i learnt new ideas and ways to handle the emotions in children also i learnt how to identify them.

It was one of the most amazing workshop i ever attended .not even for one second i feel bored or distracted as it is very interactive.all the activities conducted by the speaker was amazing and actually fun.really had a good time

Interaction is very well.

Activities were very interesting and also the session was fun learning.

A very interesting workshop each and everything conducted by ma'am was very informative .

It had so much of information which was totally new for us. It was an excellent session

Best session

The activities created were very interactive and involving, the speaker ensured that everyone participated. Useful activities and very well explained with proper backing of theory and explanation in simple words.

it was a very good session.. memorable activity about the session was the stress buster balloon

It was the best session i ever attended .

Thank you so much ma'am for such a lovely session it was a great learning experience from you and I will definitely take forward to my preschool. Thank you so much.

Session was helpful to understand the session.

I liked the types of games we played and balloon activity also.

Its was great

Informative session.

Great experience

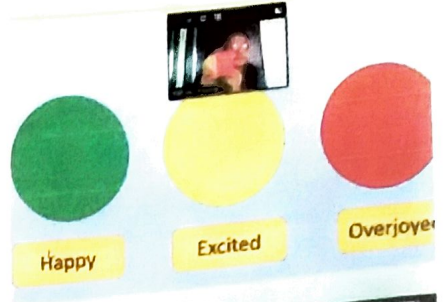
**MANIBEN NANAVATI WOMEN'S COLLEGE**  
VALLABHBHAI ROAD, VILE PARLE (W),  
MUMBAI, MAHARASHTRA - 400056  
AWARDED BEST COLLEGE 2018- 2019

DEPARTMENT OF CHILD DEVELOPMENT AND PG DIPLOMA IN ECE  
PRESENTS

**MANAGING EMOTIONS WITH THE USE OF THE CREATIVITY AMONG YOUNG CHILDREN**

WITH

**RADHIKA BAIRAGRA**



Date:6/05/2022 Time: 11:00 am to 1:00 pm





Estd: 1972  
NAAC Reaccredited 'A' grade  
MANIBEN NANAVATI WOMEN'S COLLEGE  
website: mnwc.edu.in  
50th Golden Jubilee Year

**Maniben Nanavati Women's College**  
**Vallabhai Rd, Vile Parle (W), Mumbai,**  
**Maharashtra - 400056**  
**(Awarded Best College 2018-19)**

**PG DIPLOMA ECE &  
DEPARTMENT OF CHILD DEVELOPMENT**

**PRESENTS WORKSHOP ON**  
**"ART OF STORY TELLING - NUANCES OF NARRATING**  
**STORIES TO BUILD CREATIVITY AND IMAGINATION AMONG**  
**PRESCHOOLERS"**



**MRS. SARIKA ATHALYE,**  
STORYTELLER  
EMOTIONAL INTELLIGENCE FACILITATOR  
EMPOWERMENT COMPANION

**COME AND JOIN US!**

**DATE: 19TH MAY 2022**

**TIME: 11 AM TO 4 PM**

**VENUE: MANIBEN NANAVATI  
WOMEN'S COLLEGE, VILE  
PARLE (W)**



Estd.: 1972  
NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

## MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnccollege@hotmail.com • Website : www.mnwc-sndt.org

Principal

Dr. (Mrs.) Rajshree Trivedi

Date: 18.05.2022

To,  
Mrs. Sarika Damania Athalye.

It's our immense pleasure to invite you to take workshop for our students of Child Development & P.G.Dip. ECI Department students of Maniben Nanavati Women's College on the topic given below:

**Topic:- "Storytelling"**  
On 19<sup>th</sup> May, 2022

Kindly accept the invitation.

Thanking you!

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
**Principal**  
Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056



Estd.: 1972  
NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

## MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNTD Women's University, Mumbai  
(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vailabhbai Road Vile Parle (West) Mumbai-400 056  
Tel.: 2612 8840, Telefax : 91-22-2617 6196  
E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date:-19.05.2022

To,  
Mrs. Sarika Damania Athalye.

We sincerely thank you for taking "Storytelling" workshop on 19<sup>th</sup> May, 2022 for our Child Development & P.G.Dip.ECE Department students of Maniben Nanavati Women's College..

We hope you shall extend the same co-operation in future also.

Thanking you.

Yours faithfully,

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal  
Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056



# MANIBEN NANAVATI WOMEN'S COLLEGE

## DEPT OF CHILD DEVELOPMENT ACTIVITY REPORT FORMAT YEAR 2021-2022

**NAME OF THE ACTIVITY:** Workshop on storytelling

**DD/MM/YY:** 19/5/2022

**TARGET GROUP:** 26

**NAME OF FACULTY:** Jaya Rajdev

**NO. OF STUDENTS:** 24 FYBA 2 PG Diploma ECCE

**SPEAKER/RESOURCE PERSON (WITH DESIGNATION):** Mrs. Sarika Athalye

**VENUE:** 2nd floor, 2 3 class **TIME:** 11 am - 4 pm

### OBJECTIVES:

1. To understand the need of storytelling
2. To know the art of storytelling
3. To plan activities surrounding storytelling.

### METHODOLOGY:

The methods used was participatory


### OVERVIEW:

The overall workshop showed students the need and importance of storytelling in young children's lives. It also showed what are the important components that make a story and help gain preschoolers attention. The speaker gave the students examples and even guided them when they went wrong on their method of storytelling.

### OUTCOME:

The outcome was the students learnt how to get and engage young children in storytelling with the help of fun and energizing activities. Pre-story and post-story plan also was introduced which helped in ways to understand how important the time of before and after the storytelling are. The post-story plan helped in understanding how important energy, tone and pace are in a story.



 GPS Map Camera

Mumbai, Maharashtra, India  
3RWR+CFX, Sarojini Rd Ext, LIC Colony, Suresh Colony, Vile Parle West,  
Mumbai, Maharashtra 400056, India  
Lat 19.096206° Long 72.841251°  
19/05/22 03:45 PM



# Feedback from Start of Story Telling Date 19/5/22

Timestamp	Email Address	Name of the student	Roll No	Did speaker conducted session well?	Was the content of the session good?	Did you learn art of story telling	Did you understand different elements of story telling
5/19/2022 4:42:05	mahekfazal@gmail.com	Mahek Fazal	58	Yes	Yes	Yes	Yes
5/19/2022 4:42:42	pallavjoglekar9@gmail.c	Pallavi Joglekar	60	Yes	Yes	Yes	Yes
5/19/2022 4:43:32	azharqadri803@gmail.co	Asma Qadri	104	Yes	Yes	Yes	Yes
5/19/2022 4:43:43	mansichakraborty003@gi	Mansi Chakraborty	56	Yes	Yes	Yes	Yes
5/19/2022 4:44:25	malikarajpal2003@gmail.	Mallika Rajpal	69	Yes	Yes	Yes	Yes
5/19/2022 4:46:20	anshi8268@gmail.com	Anshi Singh	72	Yes	Yes	Yes	Yes
5/19/2022 4:47:55	jiyoyadv03@gmail.com	Jyoti Yadav	9	Yes	Yes	Yes	Yes
5/19/2022 4:48:11	hafsaashaikh685@gmail.c	Hafsa Riyasat Ali Shaikh	108	Yes	Yes	Yes	Yes
5/19/2022 4:52:21	tiwashi09@gmail.com	Aastha Tiwari	73	Yes	Yes	Yes	Yes
5/19/2022 4:53:00	sanu1009patel@gmail.co	Saniddhi Patel	68	Yes	Yes	Yes	Yes
5/19/2022 4:54:03	tanushreekotian949@gm:	Tanushree Kotian	65	Yes	Yes	Yes	Yes
5/19/2022 4:54:42	mrighnaupadhyay@gmail	Mrighna Upadhyay	74	Yes	Yes	Yes	Yes
5/19/2022 5:16:51	zamzambaloch23@gmail	Zamzam Baloch	98	Yes	Yes	Yes	Yes
5/19/2022 5:19:15	zahrakilledar1969@gmail	Zahra Killedar	64	Yes	Yes	Yes	Yes
5/19/2022 5:37:21	ayeshashaikh6139@gma	Ayesha shaikh	106	Yes	Yes	Yes	Yes
5/19/2022 5:57:24	itsfouziyakhani@gmail.c	Khan Fauziya	62	Yes	Yes	Yes	Yes
5/19/2022 6:23:37	khanzainab7172@gmail.c	Khan zainab	103	Yes	Yes	Yes	Yes
5/19/2022 7:10:25	shainarizvi17@gmail.com	Shaina Rizvi	05	Yes	Yes	Yes	Yes
5/19/2022 8:10:13	qalfiya799@gmail.com	Qureshi Alfiya	105	Yes	Yes	Yes	Yes
5/19/2022 9:37:53	vadiariddhi26@gmail.corr	Riddhi Vadia	75	Yes	Yes	Yes	Yes
5/19/2022 9:55:36	anishagurav00@gmail.co	Anisha Gurav	101	Yes	Yes	Yes	Yes
5/19/2022 11:03:25	falaqshaikh09@gmail.com	Falaq shaikh	107	Yes	Yes	Yes	Yes



Any further suggestion

No

No

It was very interested session thank you ma'am

Nothing as of now.

- Today's session was very helpful and it was done very nicely, would like to have this kinds of workshop more in the future.

I would really love to have another session with ma'am and for little more time to gain as much as knowledge we can

Very good start towards story telling

Programming best story telling for the kids in effective way

No

No

More time for the session would have been great

No

None... loved it looking forward to many more such events

All good

Its an amazing session that all i have to say

It's was very great session I really love it and enjoying the session .

No

Very helpful

I hope that many such sessions occur in the future. This workshop was very helpful.

No Suggestions

It was such a nice feeling. Got to learn so much.

# MANIBEN NANAVATI WOMEN'S COLLEGE

DEPT OF COMMERCE

ACTIVITY REPORT

YEAR: 2021-2022

**NAME OF THE ACTIVITY:** Improve My Work skills (Add on Course) 30 hrs

**Course Started :** May 2022 to June 2022

**TARGET GROUP:** T.Y.OMSP

**NAME OF FACULTY:** Ms. Vaishnavi Arya

**NO OF STUDENTS:** 27

**Venue -** <https://edu.gcfglobal.org/en/>

**SPEAKER/RESOURCE PERSON (WITH DESIGNATION):** Online Course by GCF LearnFree.org

**OBJECTIVES:** To help the students to gain a challenging position in a reputable organization, to expand their learning, knowledge, and skills, Secure a responsible career opportunity to fully utilize the knowledge of Add on course and skills, while making a significant contribution to the success of the company.

**METHODOLOGY:** Experiential Learning

**OVERVIEW:** The students were able to understand the concept of the Workplace basic and Business Communication will help the students in creating a Effective communication which will strengthens the connections between a company and all of its stakeholders and benefits businesses in numerous ways: Stronger decision making and faster problem solving; earlier warning of potential problems; increased productivity and steadier workflow.

**OUTCOME:** Add-on course was beneficial to the students as it provided Vocational Education. As it gives weight age to their degree too. Taking up a Add on course is important to improve your performance in a given career. In order to acquire more advanced and better skills.

Course Name: Improve My Work Skill

Objectives:

1. To introduce the students to the basics of workplace communication for building an effective business presentation, Resolving the workplace conflict.
2. To have an understanding of the basic concept to write a Formal Business Letter.
3. To understand the Power of Body Language at the workplace.
4. The course will be beneficial to the students as it provides vocational Education as it gives weight age to their degree too.

Course Duration 30 hours

SR. NO.	MODULES	CONTENTS
1.	Chapter1 (Job Success)	<b>Chapter 1 (Job Success)</b> 1) Increase your job success 2) Time Management 3) Setting Goals 4) Business Etiquette 5) Avoid Five Common Work-related Related Pitfalls <b><u>Workplace Communication</u></b> 6) Common Workplace Communication 7) Building an Effective Business presentation 8) Listening Skills 9) Coping with Stress and anger 10) Resolving workplace conflict 11) Five ways to increase your chances of workplace success 12 Quiz



## ENROLLMENT SHEET

MANIBEN NANAVATI WOMEN'S COLLEGE

DEPT OF COMMERCE

ADD ON COURSE ON: IMPROVE MY WORK SKILLS

TARGETED GROUP: TYBCOM STUDENTS {OMSP STUDENTS}

Sr. No	NAMES	Class
1.	ANSARI ADIBA	T.Y.OMSP
2.	BANGERA SONALI	T.Y.OMSP
3.	DUDHIANI DIVYA	T.Y.OMSP
4.	D'SOUZA TANIYA	T.Y.OMSP
5.	JANGID KANIKA	T.Y.OMSP
6.	JOYASHI YUKTA	T.Y.OMSP
7.	KANDIWAL UZMA	T.Y.OMSP
8.	KAMERKAR SIDDHI	T.Y.OMSP
9.	KANOJIA VAISHALI	T.Y.OMSP
10.	KOTADIYA SARA	T.Y.OMSP
11.	LOKE ISHA	T.Y.OMSP
12.	NEGI SIMRAN	T.Y.OMSP
13.	PATEL TINKLE	T.Y.OMSP
14.	PATEL VARSHA	T.Y.OMSP
15.	QUINNY ORIANA	T.Y.OMSP
16.	RAJPUT KHUSHEE	T.Y.OMSP
17.	SAWANT KAVITA	T.Y.OMSP
18.	SHAH AFREEN	T.Y.OMSP
19.	SHAIKH MEHVISH	T.Y.OMSP
20.	SHARMA SHRUTI	T.Y.OMSP
21.	SHELAR KRUTIKA	T.Y.OMSP



**Kanika Jangid**

has completed the GCF LearnFree®  
self-paced coursework for

**Workplace Basics on May 05, 2022**

with a quiz score of 100 out of 100





**Kanika Jangid**

has completed the GCF LearnFree®  
self-paced coursework for

**Job Success on May 06, 2022**

with a quiz score of 100 out of 100





## Badge Of Completion

# Communication Skills



This badge was awarded to **Kanika Jangid**  
for the completion of the **Communication  
Skills** tutorial with GCFLearnFree.org on  
**5/6/2022, 6:08:15 PM.**

# Badge Of Completion

# QuickBooks Resources



This badge was awarded to **Kanika Jangid**  
for the completion of the **QuickBooks  
Resources** tutorial with GCFLearnFree.org  
on **5/2/2022, 6:58:43 PM.**

# Badge Of Completion

# Business Communication



This badge was awarded to **Kanika Jangid**  
for the completion of the **Business  
Communication** tutorial with  
GCFLearnFree.org on **5/6/2022, 7:16:51**





**Shaikh Mehvish**  
has completed the GCF LearnFree®  
self-paced coursework for  
**Workplace Basics on May 06, 2022**  
with a quiz score of 100 out of 100

GCF LearnFree.org | 4808 Chin Page Rd Durham, NC 27703



**Shaikh Mehvish**

has completed the GCFLearnFree®  
self-paced coursework for

**Job Success on May 06, 2022**

with a quiz score of 100 out of 100

GCFLearnFree.org | 4808 Chin Page Rd Durham, NC 27703

# Business Communication



This badge was awarded to **Shaikh Mehvish** for the completion of the **Business Communication** tutorial with GCFLearnFree.org on **5/6/2022, 1:58:47 AM**.



# Communication Skills



This badge was awarded to **Shaikh Mehvish** for the completion of the **Communication Skills** tutorial with GCF LearnFree.org on **5/6/2022, 1:53:13 AM**

# QuickBooks Resources



This badge was awarded to **Shaikh Mehvish** for the completion of the **QuickBooks Resources** tutorial with GCFLearnFree.org on **5/6/2022, 1:53:44 AM**.



# GCF GLOBAL

• CREATING OPPORTUNITIES FOR A BETTER LIFE •

GCF  
COURSE

NAME:- DIVYA DUDHANI.

ROLL NO.:- 63.

CLASS:- TYB.COM (OMSP).



# TOPIC

- COMMUNICATION SKILLS.
- WORKPLACE BASICS.
- JOB SUCCESS.
- BUSINESS COMMUNICATION.
- QUICKBOOK RESOURCES.





# COMMUNICATION SKILLS

Communication is the exchange of information or idea between two or more people. Strong communication skills are very essential for any professional career.

- Learning a new language.
- Email violation can jeopardize your job.
- How formal should an email be.
- Being a good digital citizen.

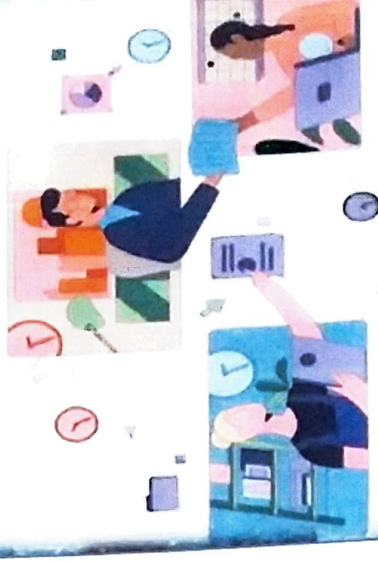




# WORKPLACE BASICS

The place where people work. Place or physical location of work or employment. It is designed to be open, airy, spacious and a happy place to work.

- Workplace safety.
- Getting acquainted with the computer workstation.
- Organizing your desk.
- Understanding your pay & benefits.
- Taking leave.
- Dressing well.





# JOB SUCCESS

Finding success in a career is a major problem for many people. However, you can always have a successful job if you simply change the way you think about work.

- Increase your job success.
- Time management.
- Business Etiquette.
- Setting goals.
- Avoid five common work related pitfalls.





# BUSINESSES COMMUNICATION

In simple words Business communication is the process of sharing information between people within & outside a company in order to promote an organisation goals, objectives, aims & activities as well as increase profits.

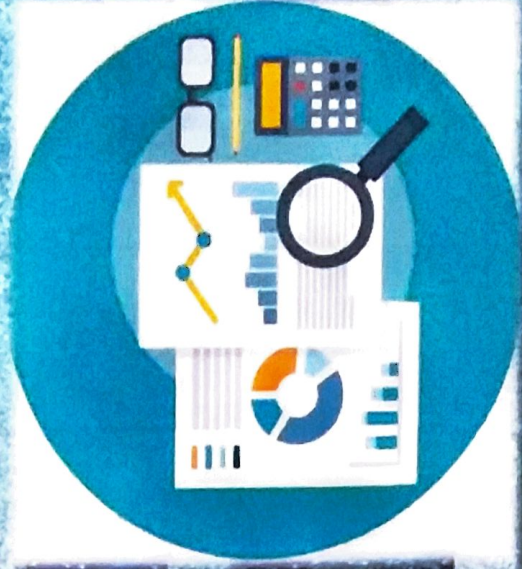
- The power of body language.
- Improve your conversation skills.
- How to de-escalate an argument at work.
- Instant messaging etiquette.
- Over coming phone anxiety.





# QUICKBOOK RESOURCES

Quickbook is a powerful program created by intuit that can be used for accounting, payroll & many other business needs. Many business use it as a complete solution for their accounting needs. Clicks the resources below to learn the basics of buying, setting up & using Quickbooks.







THANK  
YOU!

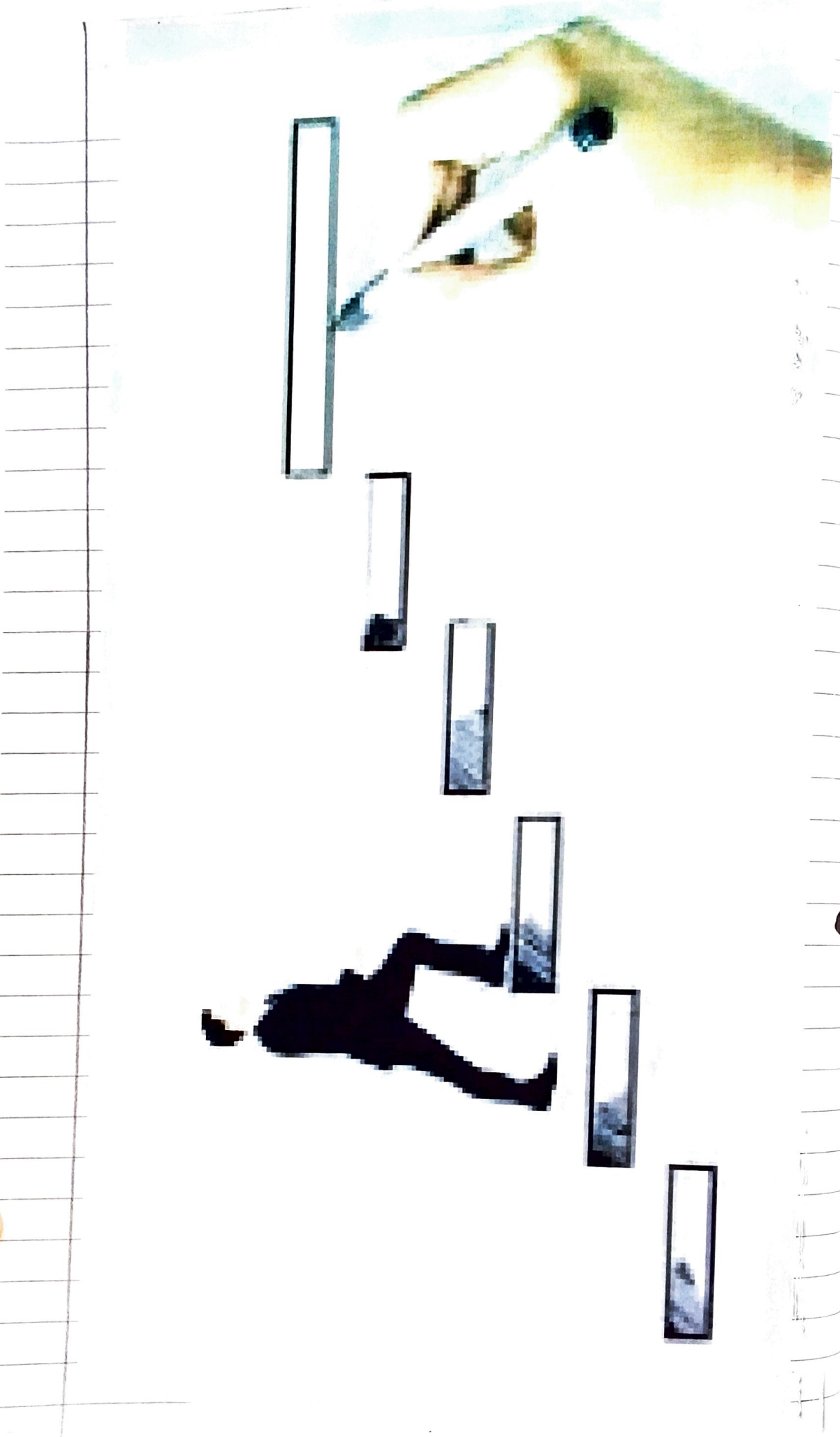


Date: / /

No: /

NAME: eShaikh Mehvish  
CLASS: T.Y. Bcom [TOMSPJ]  
ROLL NO: 81  
SUBJECT: Office Management  
TOPIC: Report on  
GICF workplace  
skills course.

**R**eport **O**n ::  
**W**orkplace **S**kills



S.No	INDEX	PAGES
------	-------	-------

1. JOB SUCCESS.
  - WORKPLACE COMMUNICAT-  
-ION.
2. WORKPLACE BASICS.
3. COMMUNICATION SKILLS.
4. QUICK BOOK RESOURCES.
5. BUSINESS COMMUNICATION
  - BUSINESS WRITING.





Workplace skills - Course  
Report

CHAPTER 1: JOB SUCCESS.

I

- Set deadlines for your project.
- follow the rules; you'll decrease the chance of making careless mistakes.
- be a team player; an active listener.
- avoiding perfectionism can lead to:-
  - increased productivity.
  - better rapport with our co-workers.
- conquer negativity
  - Do your best to avoid office politics and gossips.

II

How to manage your time:-

- list your tasks.
- Estimate time taken for each task.

- Eliminate unnecessary tasks.
- Delegate some tasks to others.
- Prioritize your tasks.

Some other tips :-

- Get up an hour early.
- Turn off the television.
- Plan meals in advance.  
→ saves a lot of time!

III Why should we set goals?  
What do we benefit by doing so?

- Improved performance and concentration.
- More achievement.
- Increased pride and satisfaction.
- Improved self-esteem and overall happiness.
- Less stress and anxiety.



#### IV. Business etiquette :-

↓  
set of manners that is accepted  
or required in a profession.

Examples of courteous behaviour include :-

- Using please and thankyou as appropriate.
- Addressing others using Mr, Mrs., Miss or Ms. unless otherwise requested.
- Maintaining eye contact :-

V. Why is positive communication is impert in the workplace because :-

1. It fosters strong business relationship and customer service, thereby ~~now~~ increasing business.
2. It increases confidence and morale.
3. It creates a professional, mutually respectful atmosphere between



employees and superiors.

VI.

## Avoid - 5 Common Work-Related Pitfalls.

- Productivity pitfall: Procastination.

Whether out of anxiety or lack of time, we have always put off doing something that needed to be done.

While what we see in our workplace, procastination can really get us in trouble.

- Productive pitfall: Perfectionism.

We may feel that perfectionism at work can be counterproductive.

After all, we can't do everything at once.

- Productive pitfall: Distraction.

Distractions such as chatting with co-workers and surfing the web for pleasure waste a lot of time at work. Employers may see your distractibility as a lack of commitment to the job.

• Productivity pitfall: Boredom.

Most people like to feel that they are contributing something to their work environment. Feeling bored and unproductive at work can lead to job satisfaction.

• Productivity pitfall: Displaying hostility

There may be cases where you have a legitimate problem with a coworker, customer or boss but acting openly hostile at work is unprofessional and can get you in trouble.

CHAPTER: 2.

2. WORKPLACE BASICS

1. What is Form I-9?

- Every new employee hired to work in the U.S.; employers are responsible for completing Form I-9 (Employment Eligibility Verification).

→ W-4 form (employee's withholding allowance certificate).



## Technical support staff:-

A system administrator can help us :-

- a. set<sup>up</sup> your computer system.
- b. Establish your access to the network server.
- c. Respond to your question about the system operation.

## Organize your workspace.

Why should we organize our workspace?

- a. It improves our time management.
- b. Can quickly locate important items.
- c. helps remember important tasks.
- d. maintains a professional appearance.
- e. focuses on workplace goals.



## Taking leave.

- Some employers allot their employees a certain amount of paid sick, vacation, and personal leave days per calendar year.

## 3. CHAPTER 3: COMMUNICATION SKILLS.

How Email violations can jeopardize your Job.

- Many employers monitor email, and some employers have even been fired for violating their companies' email policies.

Keeping it professional:

- never convey anger, use profanity, or make racist or sexist remarks.

Don't discuss confidential information:-

- Most email is insecure unless it has been encoded or encrypted.

**NEVER SEND  
CONFIDENTIAL  
INFORMATION THROUGH EMAIL.**



## How to Improve Communication Skills

- ✓ Be an active listener.
- ✓ Hold effective meetings.
- ✓ Explain the why behind a decision.
- ✓ Check-in with employees.
- ✓ Ask for feedback.

• Think before you send:-

→ Don't treat email casually; Play it safe

→ Whenever

you're writing an email, take a moment to think before you send.

## HOW FORMAL SHOULD AN EMAIL BE?

Finding the right tone is always tricky;

Whenever you're writing to someone you've never met in person, the tone of your email is especially important.

• If you don't have the name of the person you're emailing, using dear sir or Madam is fine.

• Using more professional language and avoiding contractions will also give your email a more formal tone.



## • Being a good digital citizen

- No matter where we go, being a good digital citizen can always make your experience way smoother and safer.
- HOW?
- Treat others like you would like yourself to be treated.
- Don't feed the trolls.
  - Don't response to negative comments.
- Think carefully before posting anything.
- Avoid posting personal things.
- Don't share unconfirmed information.

## 5. CH-5: BUSINESS COMMUNICATION.

### 1. The Power of Body language:-

• Body language is a powerful form of non-verbal communication that most of us express and interpret without thinking twice.

- Body language covers a range of



human expressions, the most crucial aspects are posture, eye contact and personal space.

### POSTURE:-

- If someone crosses their arms or slouches, it doesn't always prove that they feel irritated or fearful.
- Nevertheless, we instinctively read body language cues and read based on what we see, regardless of the person's actual feelings.
- Stay aware of how you carry yourself, or you could give off the wrong impression.

### EYE CONTACT:-

- One of the fastest ways to build a personal connection is through eye contact, that is simply looking someone in the eyes during an interaction.
- If holding eye contact is too difficult at first, try focusing on the spot between the other

eyes for a second or two.  
 Practice this during short conversations with people you trust.

- Getting comfortable with eye contact takes time. It may be difficult at first but it's an invaluable skill that's said to be worth the effort.

PERSONAL SPACE:

- Personal space is simple yet critical part of body language. It's roughly a 4 foot - (1.2 meter) radius around someone.
- If you get too close, the other person may feel uncomfortable or even threatened by your presence.
- Understand the various aspects of body language, that can make all the difference in how people perceive you and how you perceive them.
- Be aware of how you present yourself and you can say a lot without speaking a word.



## De-escalating an argument at work:-

- If you find yourself in an argument with a customer or co-worker, your main objective is to calm the situation before it escalates.
- Key strategies for de-escalating an argument involve breathing, listening, calm responses and body language.

## Instant messaging etiquette:-

- Instant messaging is a type of online chat that lets you send and receive brief written messages in real time.
- Many offices and companies use instant messaging for one-on-one conversations and group discussions.

## Overcoming phone anxiety:-

- One key thing to remember before and during your call is to breathe.
- Consider making some practice calls.



## Making a business call

1. Greet the recipient.
2. Ask for the person you need.
3. Introduce yourself.
4. Explain why you're calling then get to your point.

- Your tone of voice is also important because you have to sound natural and sincere, especially when delivering unpleasant news.

## Overcoming Common fears:-

- If you can't understand, someone, ask them "Sorry, could you say that again?"
- If you're worried about forgetting important things you need to say, write down any key information you may need and refer to it during your call.

- If someone is upset or unco-operative keep calm and de-escalate the situation.
- Always remain professional and reasonable, no matter what the person says.

Speaking on the phone can feel intimidating at first, but as we practice; this fear will fade as our confidence builds.



# Setting the Tone: Formal vs Casual

---

	<b>Formal</b>	<b>Casual</b>
<b>Audience</b>	Business and work colleagues	Family, Friends, and Familiar Coworkers
<b>Greeting and Sign-Off</b>	Dear Mr/Mrs Jones; Warm Regards	Hi John!; Cheers
<b>Abbreviations and Word Choice</b>	Thank you for your time and consideration, I look forward to hearing back from you.	Thanks! Looking forward to it, talk to you soon! :)
<b>Use of Contractions</b>	I will be able to attend the conference this year. I am looking forward to meeting	I'll be there, can't wait to see you!





with you again

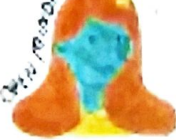
LISTENING



FRIENDLINESS



SELF-ADDRESS



### Essential Communication Skills for Your Career

FEEDBACK



CONFIDENCE



NON-VERBAL COMMUNICATION



 the balance

MANIBEN NANAVATI WOMEN'S COLLEGE  
TAPIBEN CHHAGANLAL LAJI VALIA JUNIOR COLLEGE  
(Affiliated to SNTD Women's University)  
Dr. BHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
Internal Quality Assurance Cell

**Workshop/ Course Evaluation Form**

Date: 20/6/2022

Title and location of Workshop/ Course: Improve my work skill

Trainer: Online course.

Instructions: Please indicate your level of agreement with the statements listed below in 01-07.

Sr. No.	Particular	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Participation and interaction were encouraged.	✓				
2.	The topics covered were relevant to me.		✓			
3.	The content was organized and easy to follow.	✓				
4.	This training experience will be useful in my work.		✓			
5.	The time allotted for the training was sufficient.	✓				
6.	The facilities were adequate and comfortable		✓	✓		
7.	The trainer was able to resolve queries satisfactorily		✓			

Name of the Participants: Kanika Jangid

Signature: Kanika

MANIBEN NANAVATI WOMEN'S COLLEGE  
TAPIBEN CHHAGANLAL LALJI VALIA JUNIOR COLLEGE  
(Affiliated to SNDT Women's University)  
Dr. BHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
Internal Quality Assurance Cell

**Workshop/ Course Evaluation Form**

Date: 20/6/2022

Title and location of Workshop/ Course: Improve my work skill

Trainer: Online course

Instructions: Please indicate your level of agreement with the statements listed below in 01-07.

Sr. No.	Particular	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Participation and interaction were encouraged.	✓				
2.	The topics covered were relevant to me.		✓			
3.	The content was organized and easy to follow.	✓				
4.	This training experience will be useful in my work.	✓				
5.	The time allotted for the training was sufficient.			✓		
6.	The facilities were adequate and comfortable	✓				
7.	The trainer was able to resolve queries satisfactorily		✓			

Name of the Participants: Douza Taniya

Signature: Taniya



MANIBEN NANAVATI WOMEN'S COLLEGE  
TAPIBEN CHHAGANLAL LAJI VALIA JUNIOR COLLEGE  
(Affiliated to SNDT Women's University)  
Dr. BHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
Internal Quality Assurance Cell

**Workshop/ Course Evaluation Form**

Date: 20/6/2022

Title and location of Workshop/ Course: Improve my work skill

Trainer: Dalini Course

**Instructions:** Please indicate your level of agreement with the statements listed below in 01-07.

Sr. No.	Particular	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Participation and interaction were encouraged.		✓			
2.	The topics covered were relevant to me.	✓				
3.	The content was organized and easy to follow.			✓		
4.	This training experience will be useful in my work.	✓				
5.	The time allotted for the training was sufficient.		✓			
6.	The facilities were adequate and comfortable			✓		
7.	The trainer was able to resolve queries satisfactorily	✓				

Name of the Participants: Mehwish Shaikh

Signature: Mehwish Shaikh

MANIBEN NANAVATI WOMEN'S COLLEGE  
TAPIBEN CHHAGANLAL LAJI VALIA JUNIOR COLLEGE  
(Affiliated to SNTD Women's University)  
Dr. BHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
Internal Quality Assurance Cell

**Workshop/ Course Evaluation Form**

Date: 20/6/2022

Title and location of Workshop/ Course: Improve my <sup>WORK</sup> Skill

Trainer: Online course

**Instructions:** Please indicate your level of agreement with the statements listed below in 01-07.

Sr. No.	Particular	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Participation and interaction were encouraged.	✓				
2.	The topics covered were relevant to me.			✓		
3.	The content was organized and easy to follow.	✓				
4.	This training experience will be useful in my work.		✓			
5.	The time allotted for the training was sufficient.	✓				
6.	The facilities were adequate and comfortable			✓		
7.	The trainer was able to resolve queries satisfactorily	✓				

Name of the Participants: Kavya Thevar

Signature: K. Thevar

MANIBEN NANAVATI WOMEN'S COLLEGE  
TAPIBEN CHHAGANLAL LAJI VALIA JUNIOR COLLEGE  
(Affiliated to SNDT Women's University)  
Dr. BHANUBEN NANAVATI CAREER DEVELOPMENT CENTRE  
Internal Quality Assurance Cell

Workshop/ Course Evaluation Form

Date: 20/6/2022

Title and location of Workshop/ Course: Improve My Work Skill

Trainer: Online course

Instructions: Please indicate your level of agreement with the statements listed below in 01-07.

Sr. No.	Particular	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1.	Participation and interaction were encouraged.	✓				
2.	The topics covered were relevant to me.		✓			
3.	The content was organized and easy to follow.	✓				
4.	This training experience will be useful in my work.	✓				
5.	The time allotted for the training was sufficient.	✓				
6.	The facilities were adequate and comfortable		✓			
7.	The trainer was able to resolve queries satisfactorily		✓			

Name of the Participants: Sonal Bengra

Signature: Sonal Bengra





# MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056.

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org, www.mnwc-sndt.com

NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

02/05/2022

Ms. Aditi Gosalia

Professional -Academic Administration &  
Program Mgt. / Training & Development

Sub : Invitation Letter

Respected Madam,

It gives me great pleasure to invite you as a Guest Speaker for the topic titled, "How to design a CV and Linked In Profile" for our S.Y & T.Y students of Department of Commerce on 5<sup>th</sup> May, 2022 from 9.00 to 10.30 a.m. Our students will gain valuable knowledge from your expertise and guidance.

Looking forward to a favourable response from you.

Thanking You

Yours sincerely,

Dr. (Mrs.) Rajshree P. Trivedi  
Principal  
Maniben Nanavati Women's College  
Vile Parle (W), Mumbai - 400 056.



# MANIBEN NANAVATI WOMEN'S COLLEGE

(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056.

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org, www.mnwc-sndt.com

AAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

Principal  
Dr. (Mrs.) Rajshree Trivedi

05/05/2022

Ms. Aditi Gosalia

Professional -Academic Administration &

Program Mgt. / Training & Development

Sub : Thanks Letter

Respected Madam,

I extend my heartiest thanks to you for accepting our invitation of a Guest Speaker for the topic titled, "How to design a CV and Linked In Profile" for our S.Y & T.Y students of Department of Commerce on 5<sup>th</sup> May, 2022. Our students have gained valuable knowledge from your expertise and guidance.

Looking forward to a continued support in future.

Thanking You,

Yours sincerely,

Dr. (Mrs.) Rajshree P. Trivedi  
Principal  
Maniben Nanavati Women's College  
Vile Parle (W), Mumbai - 400 056.

**MANIBEN NANAVATI WOMEN'S COLLEGE****DEPT OF COMMERCE**

Attendance sheet of Workshop on CV and LinkedIn

Resource Person Ms. Aditi Gosalia,

Date- 5/5/2022

Time- 9:00 to 10:00 am

Timestamp	Name of the student	Class	Roll No.	Contact No.
5/5/2022 9 48 25	Kavya Thevar	TYBCOM Omsp	85	9769119127
5/5/2022 9 48 35	Zeenal Patel	TYBCom( Regular)	37	9769591784
5/5/2022 9 48 59	Sonali Mahesh Bangera	Tybcom	62	8657834753
5/5/2022 9 49 16	Kamiya Parmar	Tybcom	30	8779652841
5/5/2022 9 49 36	Tahirah Iqbal Adam	T Y BCOM	1	9768178646
5/5/2022 9 49 38	Simran Negi	Tybcom (Om/So)	73	9136281396
5/5/2022 9 49 39	Juveriya Siddiqui	TYB COM	49	8928650255
5/5/2022 9 50 21	Yasira Memon	TYBCOM REGULAR A	28	8454029879
5/5/2022 9 51 40	Shiba Abdul Rashid Ansari	TY Bcom (Regular)	5	9136314991
5/5/2022 9 53 15	vaishali Kanojia	Tybcom(Omsp)	69	8451889501
5/5/2022 9 53 33	Prajna Shetty	TYBCOM	48	9172685993
5/5/2022 9 54 12	Shafiya Adam Khilji	TYBCOM	26	8369021812
5/5/2022 9 54 12	Jeenkal Solanki	Tyb com	52	7558325252
5/5/2022 9 54 48	Vinita Ubbu	Ty B Com	54	9702398032
5/5/2022 9 54 51	Shaikh Shabina Abdul shakoor	TY BCOM	46	8291251706
5/5/2022 9 55 01	Roshani Yogendra Thakur	TYBCOM TTM	103	9175702790
5/5/2022 9 55 21	Pinky vakil pandey	TY b.com	29	8591097063
5/5/2022 9 55 40	Shruti Anavadiya	T Y B Com	4	9082527520
5/5/2022 9 55 45	Twinkle Mukesh Patel	Tybcom	36	7506909316
5/5/2022 9 56 06	Meghna Gowda	Ty bcom regular	16	9867635562
5/5/2022 9 56 08	Nashrah Feroz Khan	Tybcom omsp	106	9920786717
5/5/2022 9 56 27	Soukhya Gowda	Tybcom	17	8454873387
5/5/2022 9 56 29	Mamta dubey	T.y b.com	15	7977176653
5/5/2022 9 57 00	Roshni Anavadiya	T.Y B.COM	3	8104336518
5/5/2022 9 57 30	Ashvini anavadiya	T.Y bcom	2	9082983164
5/5/2022 9 57 36	Krutika Shelar	Tybcom	83	9221860316
5/5/2022 9 57 48	Saylee Sachin Wadkar	Tybcom	87	7506124037
5/5/2022 9 58 21	Ritika Rahul Bhaisare	Tybcom	07	7506949880
5/5/2022 9 58 43	Kanika Jangid	TYBCOM	65	9004295493
5/5/2022 10 00 12	Barkha sinha	Ty b.com	51	8108001756
5/5/2022 10 01 31	Sheekha Gupta	T Y B com	19	9321102446
5/5/2022 10 02 03	Kavita sawant	T Y Bcom(OMSP)	77	8356989204
5/5/2022 10 02 55	Nikita Leera Barwadiya	Ty B com	107	8879293702
5/5/2022 10 04 08	Nimeeta Patel	TYBCOM	35	9167442748
5/5/2022 10 06 47	Taniya Dsouza	Tybcom	64	8291440724
5/5/2022 10 08 30	Darshana patel	Tybcom	32	9769943055
5/5/2022 10 10 43	Jaina patel	T Y Bcom	33	7021564630
5/5/2022 10 26 09	Sushila Chandora	T y bcom	10	8767464064
5/5/2022 11 47 45	Supriya chavan	TYBCOM	11	8007909536
5/5/2022 11 51 44	Oriana	Tybcom	75	7304633895
5/5/2022 12 20 42	Durgeshwari Tiwari	TYBCOM (regular)	53	9820180504
5/5/2022 12 49 55	Manal Mohd. Iqbal Qureshi	Tybcom	40	8779148682



**MANIBEN NANAVATI WOMEN'S COLLEGE**  
**DEPT OF COMMERCE**

**Attendance sheet of Workshop on CV and LinkedIn**  
**Resource Person Ms. Aditi Gosalia,**

**Date- 5/5/2022 Time- 9:00 to 10:00 am**

Timestamp	Name of the student	Class	Roll No.	Contact No.
5/5/2022 12:58:10	Supriya Jangali	TYBCOM	22	9763483858
5/5/2022 13:19:47	Maria Costa	Tybcom regular	13	9819948638
5/5/2022 13:31:10	Sanskriti Chakraborty	Tybcom	09	9820328087
5/5/2022 13:52:03	Komal Gupta	Ty.bcom	18	8779051507
5/5/2022 14:29:17	Nikita Rajesh rathod	Tybcom	38	7506933647
5/5/2022 17:23:06	Pooja amarnath yadav	Tybcom	60	9594708943
5/6/2022 11:56:45	Singh kajal ranjeet	Tybcom	50	8355998385

# MANIBEN NANAVATI WOMEN'S COLLEGE

DEPT OF COMMERCE

FEEDBACK FORM

YEAR: 2021-22

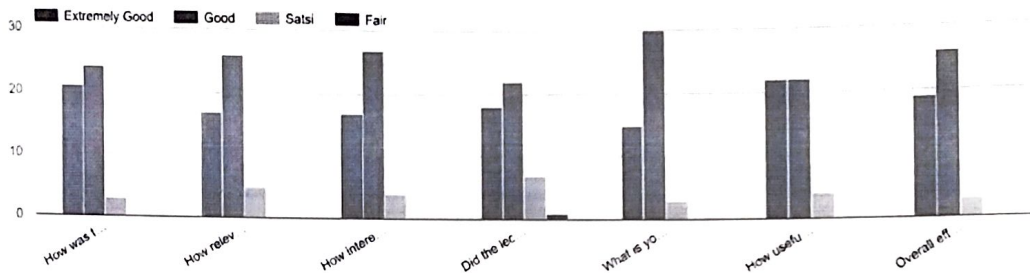
NAME OF THE ACTIVITY: Workshop on CV and LinkedIn

Date-5th May 2022

Time - 9.00 am to 10:30 am

## Q1) Please tick mark the option you find most suitable

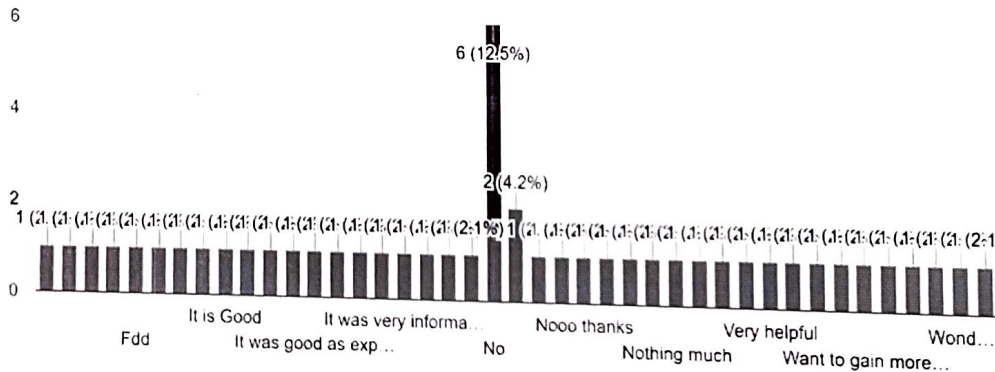
Please tick mark the option you find most suitable



## Q2) Additional comments and suggestions for future

Additional comments and suggestions for future

48 responses





## EXECUTIVE PROFILE

- A **Seasoned Professional of Training & Development and Academic Administration & Program Management** with **more than a decade** of experience, providing comprehensive educational & administrative support synchronizing the institutional vision with outstanding learning experience & holistic student development.
- Adept at devising & executing intensive & ambitious academic strategies, short & long-term goals, and objectives to sustain overall institutional growth. Driving excellence, embracing high-performance culture with planned interventions & increased engagement.
- Chronicled success in fostering professionalism, commitment, and ethical conduct, spearheading admission communications, recruitment process, resource planning, and curriculum management to meet the expectations of the internal & external stakeholders.
- Demonstrate expertise in analyzing learner and trainer concerns, academic performance & growth parameters to provide critical inputs & training recommendations for enhanced learner experience.
- Solid determination to achieve the institution's development objectives, persuade change, aligning development needs with organizational goals & core values.
- Hands-on, innovative and assertive approach – handpicked several times to drive new initiatives and orchestrate desired delivery outcomes. Comfortable in managing multiple projects simultaneously in fast-paced, deadline-driven environments.

## KEY SKILLS

- **Academic Strategies:** Expert in assimilating the institutional vision, objectives & principles into the day-to-day strategic operations & policy implementation. Brainstorming innovative & pragmatic training curriculum most conducive to the student's future endeavors.
- **Leadership:** Leading strategic direction for long-range curriculum planning, process improvement & change management. A dynamic thought leader, driving comprehensive performance excellence of the institution through cross-functional management & growth initiatives.
- **Learning & Development:** Transforming teaching & learning processes, providing practical experiences to enhance creativity, analytical thinking & communication skills. Onboarding industry experts as resource persons, facilitating futuristic skill-building, holistic development & learning experience.
- **Corporate Relations:** Developing & nurturing corporate connections, identifying recruitment opportunities & internship assignments for students. Impacting cognitive & social development of students through corporate exposure, innovative problem-solving & trusted relationship building.
- **People Management:** Collaborating with the management & parents, devising solutions to administrative issues and student concerns. Constructing & developing teams of talented resources & vendors and leading them from the front to deliver educational superiority, enhanced functioning & institutional growth.

## NOTABLE ACHIEVEMENTS

- Managed comprehensive academic functions for **13+** postgraduate batches, developing & refreshing learning modules.
- Initiated & directed a joint venture Academic project for a filmmaking course with the Institute of Creative Excellence.
- Counseled students during admission season, converting **70%** of the queries into admissions
- Organized **20 +** academic & practical training modules, sourcing industry experts each year.
- Developed a database of more than **500+** corporate contacts, increasing **15% to 20%** recruitment clients per year.
- Designed & implemented student placement processes, ensuring placement of **over 70 percent** of students.
- Conceived & executed innovative teaching/ learning plans and campus to corporate programs, enhancing learning experience & performance.
- Steered team performance & professional growth through formal training & education based on the interests & development needs of the team members.
- Planned and organized more than two special events each year, evaluating requirements, resources & quotations, meeting budgetary expectations.

## COMPETENCIES

Curriculum Planning  
Training Scheduling & Management  
Academic Performance Management  
Faculty Sourcing  
People Skills  
Team Management  
Corporate Relations  
Recruitment Process Management  
Event Planning and Management

## EDUCATION

**POSTGRADUATE DIPLOMA IN TRAINING & DEVELOPMENT**, The Indian Society for Training & Development, Mumbai, India, Pursuing

**POSTGRADUATE PROGRAM IN BUSINESS MANAGEMENT**, Welinkar Institute of Management, Mumbai, India, 2021, 66%

**DIPLOMA IN HUMAN RESOURCES MANAGEMENT**, Welinkar Institute of Management, Mumbai, India, 2020, 68%

**BACHELOR OF ARTS: PSYCHOLOGY**, SNDT Women's University, Mumbai, India, 1995, 70%

## CERTIFICATIONS

Certificate in Customer Relationship Management, Amity University Online, 2021  
Premiership in Business Management, Indian Council for Technical Research and Development, 2020  
Master Life Coach Certification, Transformation Academy, 2020  
Fundamentals of Digital Marketing, Google Digital Unlocked, 2020

## Linguistic Abilities

Written & Spoken : English & Hindi  
Spoken: Marathi & Gujarati



# MANIBEN NANAVATI WOMEN'S COLLEGE

DEPT OF COMMERCE

ACTIVITY REPORT

YEAR: 2021-22

**NAME OF THE ACTIVITY:** Workshop on "CV and LinkedIn"

**DD/MM/YY:** 5th May 2022

**TARGET GROUP:** T.Y.B.Com

**NAME OF FACULTY:** Ms. Pranaya Revandkar

**NO OF STUDENTS:** 48

**SPEAKER/RESOURCE PERSON (WITH DESIGNATION):** Ms. Aditi Gosalia,  
Professional of Training & Development and Academic Administration & Program  
Management.

**VENUE:** Online - Google Meet : <https://meet.google.com/zgg-oosp-rmd>

**TIME:** 9:00 to 10:00 am

## **OBJECTIVES:**

To teach the students that CV gives the chance to make a memorable first impression on recruiters by showcasing the skills and work experiences you've acquired throughout the years. It's the tool you need to land your dream job.

**METHODOLOGY:** Participative

## **OVERVIEW:**

CV has helped the students to summarise all their academic, professional and personal achievements in order to entice or interest a hiring manager when applying for a new job opportunity. Students gained knowledge to create profiles on linkedin and connect with each other in an online social network which may represent real-world professional relationships.

**OUTCOME:** Students have gained knowledge about linkedin to a great extent. Students who are looking for a job have created a LinkedIn profile. By doing so, they will get updates as and when the company posts any openings.

**ANY OTHER REMARKS:** Nil



**Bhujbal Knowledge City**  
**MIT INSTITUTE OF MASS MEDIA**

## *Certificate of Participation*

Awarded to

*Mr./Ms. Twinkle Mukesh Patel*

*from Maniben Nanavati Women's College  
for participating in the 'CV Making and LinkedIn Essentials'  
on 5/5/2022*

Sanjay Sukharkar

MIT Institute of Mass Media

Bandra Reclamation, Bandra (W), Mumbai 400 050. Tel. +91 22 2644 0446. [www.mit.edu](http://www.mit.edu)



**Bhujbal Knowledge City**  
**MET INSTITUTE OF MASS MEDIA**

## *Certificate of Participation*

Awarded to

Mr./Ms. Shweta Anavadiya

from Mariben Nanavati Women's College

for participating in the 'CV Making and LinkedIn Essentials'

on 5/5/2022

**Sanjay Saktharkar**  
Director  
MET Institute of Mass Media

Bandra Reclamation, Bandra (W), Mumbai 400 050 | Tel: (+91 22) 2644 0446 | [www.met.edu](http://www.met.edu)





**Bhujbal Knowledge City**

**MET INSTITUTE OF MASS MEDIA**

## *Certificate of Participation*

Awarded to

*Mr./Ms. Pinky Vakil Pandey*

*from Mariben Naravati Women's College*

*for participating in the 'CV Making and LinkedIn Essentials'*

*on 5/5/2022*

**Sanjay Saktharkar**  
Director

MET Institute of Mass Media

**Bandra Reclamation, Bandra (W), Mumbai 400 050 | Tel: (+91 22) 2644 0446 | [www.met.edu](http://www.met.edu)**



Estd.: 1972

NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

# MANIBEN NANAVATI WOMEN'S COLLEGE

BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai  
(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056.

Tel.: 2612 8840, Telefax : 91-22-2617 6196

E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 18-03-2022

To,  
Dr. Cicilia Chettiar,  
Head Department of Psychology,  
Maniben Nanavati Women's College,  
Mumbai.

Respected Ma'am,

The Post Graduate Department of Psychology would like to thank you for your training on Statistical Analysis using JASP software to our MA II students which was held on 19<sup>th</sup> March 2022 at 8am.

Your expertise and subject knowledge have indeed helped our students.

We hope our department will continue to have such fruitful interactions with you in future.

Thanking You.

Yours Sincerely,

Principal

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056.



Estd.: 1972  
NAAC Reaccredited 'A' grade

Chairman Mg. Committee  
Smt. Himadri S. Nanavati

**MANIBEN NANAVATI WOMEN'S COLLEGE**  
BEST COLLEGE 2018-2019 Awarded by SNDT Women's University, Mumbai  
(Affiliated to S.N.D.T. Women's University)

Conducted by : SHREE CHANDULAL NANAVATI WOMEN'S INSTITUTE & GIRLS' HIGH SCHOOL  
Vallabhbai Road, Vile Parle (West), Mumbai-400 056.  
Tel.: 2612 8840, Telefax : 91-22-2617 6196  
E-mail : mnwcollege@hotmail.com • Website : www.mnwc-sndt.org

Principal  
Dr. (Mrs.) Rajshree Trivedi

Date: 19.03.2022

To,  
Dr. Cicilia Chettiar,  
Head Department of Psychology,  
Maniben Nanavati Women's College,  
Mumbai.

Respected Ma'am,

The Post Graduate Department of Psychology would like to invite you as a resource person for MA II students for the workshop on Statistical Analysis using JASP software on 19<sup>th</sup> March 2022 at 8am.

Your expertise and subject knowledge will be an advantage to our students.

Kindly accept our invitation.

Thanking You.

Yours Sincerely,

Principal

**Dr. (Mrs.) Rajshree P. Trivedi**  
Principal

Maniben Nanavati Women's College,  
Vile Parle (West), Mumbai - 400 056.