

2022-23



# K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

## SCHOOL OF MEDICAL & ALLIED SCIENCES

ACADEMIC SESSION 2022-23

Ref. No: KRMU/SMAS/Notice/2022-23/ 23

06 September, 2022

### NOTICE

We are delighted to announce an upcoming event organized by the School of Medical and Allied Sciences at K.R. Mangalam University. **The event, titled "Skilling Me: Best Practice to Learn and Develop Social, Administrative, Communication, and IT Skills at the Workplace,"** aims to provide valuable insights and practical knowledge for personal and professional growth.

This event will be a unique opportunity for all attendees to enhance their skills in various crucial areas such as social, administrative, communication, and IT. Renowned experts and professionals in these fields will share their expertise, providing valuable guidance to help you excel in your academic and professional journey.

The agenda includes informative sessions, interactive workshops, and networking opportunities that will foster a collaborative learning environment. Whether you are a student looking to develop skills for the future or a professional seeking to stay ahead in your career, this event is designed to cater to your needs.

We encourage all students, faculty, and staff to actively participate in this enriching experience. Your presence will contribute to the success of the event and create a vibrant atmosphere of learning and collaboration.

For further details and registration information, please refer to the attached event brochure or visit our official website. We look forward to your enthusiastic participation and making this event a resounding success

#### **Event Details:**

Topic: New Designer Drugs

Date: 16<sup>th</sup> September 2022

Venue: B Block (B 404)

Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

Event Coordinator  
SMAS





**K.R. MANGALAM UNIVERSITY**

**THE COMPLETE WORLD OF EDUCATION**

**SCHOOL OF MEDICAL AND ALLIED SCIENCES**

*organizes*

# SKILLING ME:

BEST PRACTICES TO LEARN AND DEVELOP SOCIAL, COMMUNICATION,  
ADMINISTRATIVE AND IT SKILLS AT WORKPLACE

**Date:** 16-09-2022

**Venue:** Room No.: B404

## **Coordinators:**

1. Dr. Arun Garg
2. Dr. Pankaj Gupta
3. Mr. Sanjeev Kumar

SOCIAL SKILLS



COMMUNICATION SKILLS



ADMINISTRATIVE SKILLS



IT SKILLS



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University Gurugram Campus: 011-4888 4888 / 8800697010-15 8800697012

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**K.R. MANGALAM UNIVERSITY**  
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**Report on**

**SKILLING ME: BEST PRACTICE TO LEARN & DEVELOP SOCIAL,  
ADMINISTRATIVE, COMMUNICATION & IT SKILL AT WORKPLACE**

**(16-09-2022)**

**Date and Time** : Friday, 16<sup>th</sup> September 2022, 9:10 AM  
**Venue** : B-404, KRMU Campus, Sohna Road, Gurugram  
**Event Type** : Training Programme for Administrative Staff  
**Mode of Activity** : Offline  
**Target Group** : Laboratory Assistants and Technicians  
**Resource Persons:** NA


**Coordinators:**

- 1 Dr. Arun Garg (Dean, SMAS)
- 2 Dr. Pankaj Gupta (Associate Professor, SMAS)
- 3 Mr. Sanjeev Kumar (Assistant Professor, SMAS)

**Organized By: SMAS**

**No of Participants: 07 (Annexure I)**

Employee training and development programs are important for enhancing employee performance. The objectives of the training programme were to skill the lab staff with Good Laboratory Practices (GLP) guidelines, IT skills, social, administrative and communication skills. The School of Medical & Allied sciences (SMAS) K. R. Mangalam University, Gurugram organized a **Skilling session** on "Best Practice to Learn & Develop Social, Administrative, Communication & IT Skill at Workplace" for laboratory assistants and

  
16/09/2022

Dr. Pankaj Gupta



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See  
16/9/22

(SANJEEV KUMAR)



Technicians of SMAS. The session was started by **Dr. Pankaj Gupta** with a presentation on GLP guidelines. He explained the importance of following GLP guidelines to the laboratory staff and told about the key aspects related to GLP. He also told the significance of SOPs, general guidelines for analytical laboratories and discussed the safety aspects associated with laboratories. The session was highly fruitful for the laboratory staff as they were brushed up with various aspects related to GLP. The next session was for skilling the technicians with the IT Skills which was carried out by **Mr. Sanjeev Kumar**. He explained the lab staff about the use and applications of MS office - word, Excel and PowerPoint. He also explained the communication skills with respect to the email etiquettes to the lab staff so that the lab staff can suitably communicate within the Professional Organisations. **Dr. Arun Garg, Dean, SMAS** addressed the lab staff with the social and administrative skills required at the workplace so that they can maintain a professional as well as friendly culture in the organisation.

#### **Attendees: Laboratory Assistants and Technicians of SMAS (Total - 7)**

#### **Activity Outcome**

- To provide skills to the lab staff related to GLP.
- To provide skills to the lab staff related to social, administrative and communication skills
- To provide skills to the lab staff related to IT skills
- Participants expressed their views on the Skill session that it was informative and provided confidence to them for enhancing their capabilities and potential.

#### **Conclusion**

The event was a very beneficial & informative session especially conducted for the laboratory assistants and technicians of SMAS. The participants were groomed with the skills related to GLP & IT skills as well as were tuned for social, administrative and communication skills. An open session/ panel discussion was kept at the end of session when

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**K.R. Mangalam University**  
Sector Road, Gurugram, (Haryana)

our participants asked many questions regarding the skills briefed to them. They were given satisfactory answers by panellists.

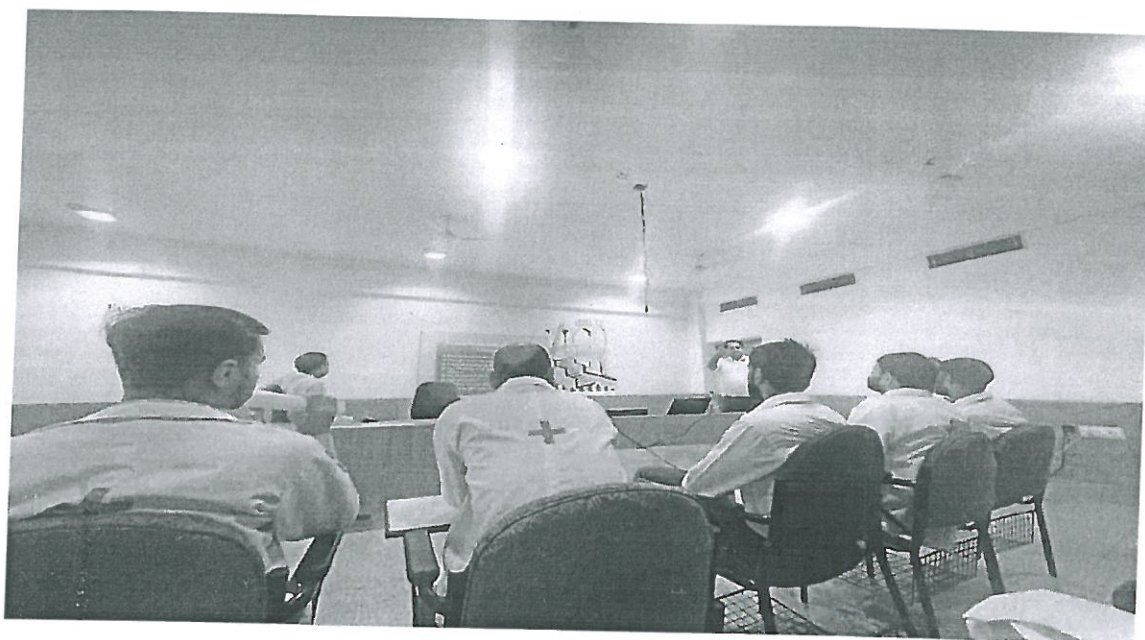


Image.1: Session on GLP guidelines conducted by Dr. Pankaj Gupta

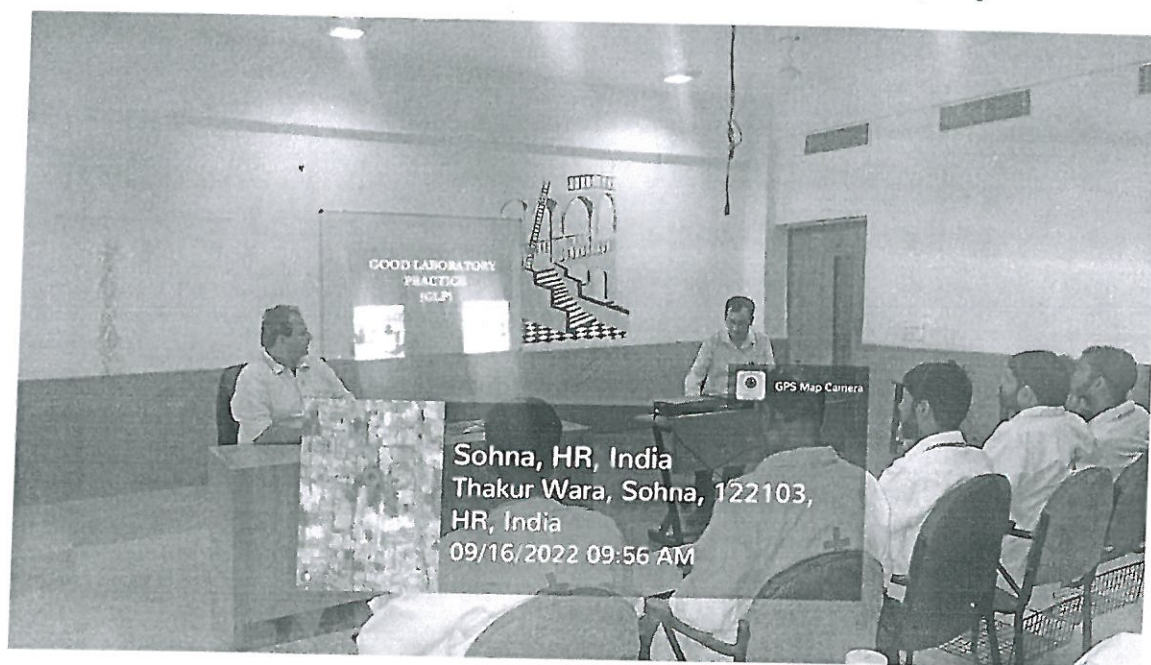


Image.2: Geotagged Image of Session on GLP guidelines

  
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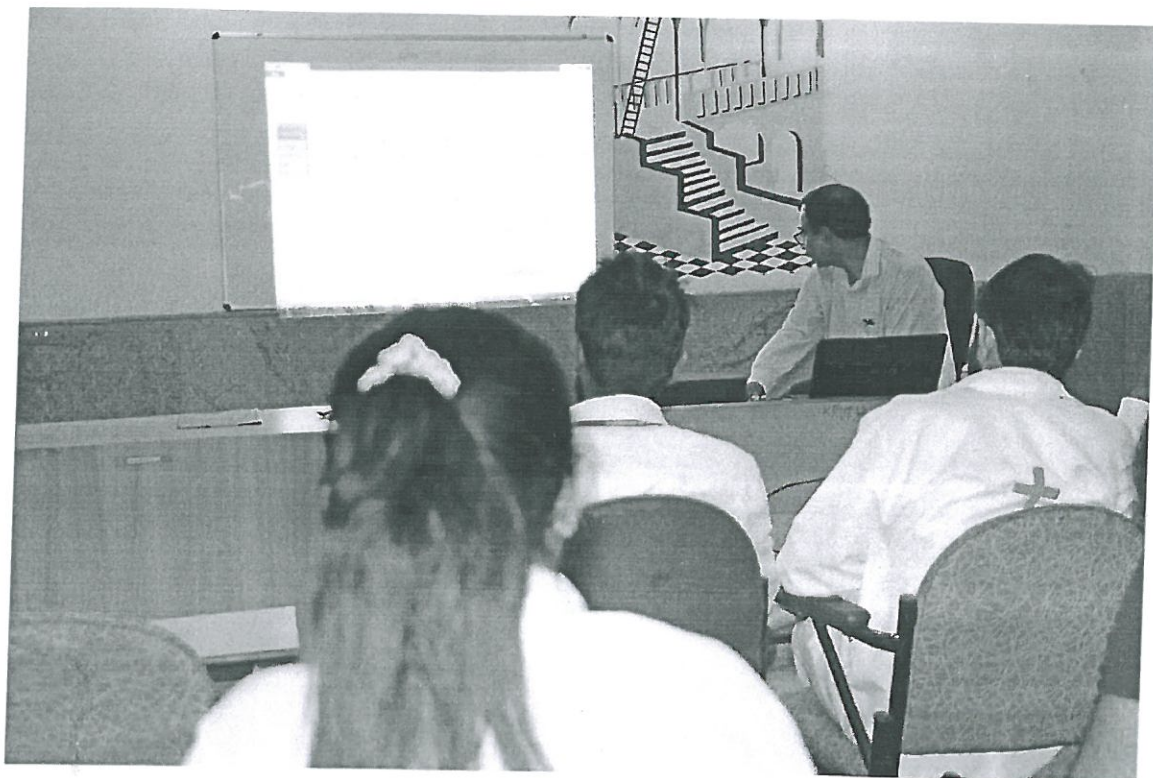


Image.3: Session on IT Skills conducted by Mr. Sanjeev Kumar

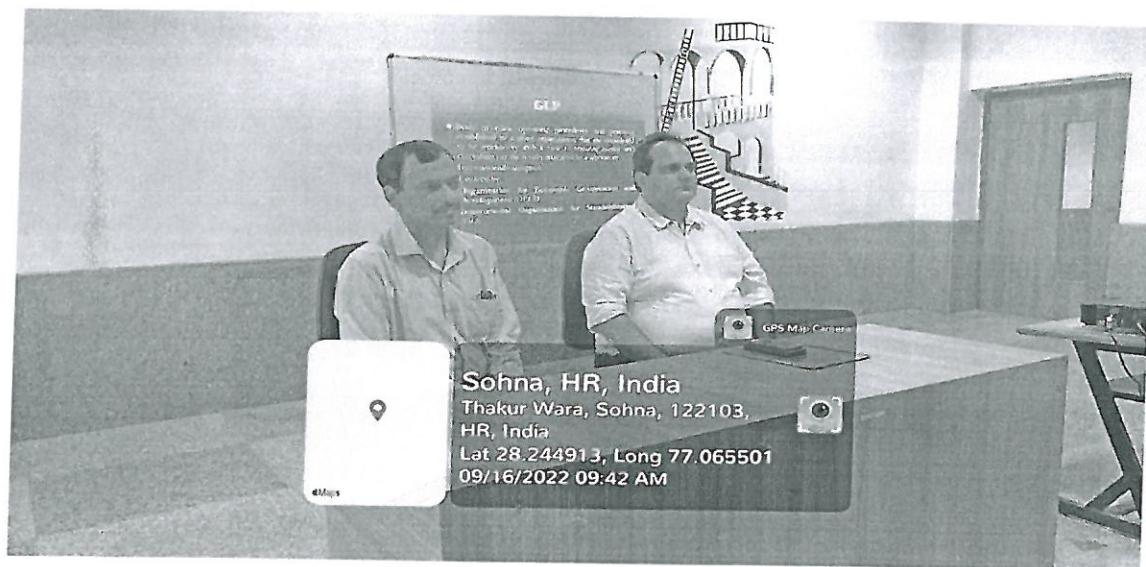


Image.4: Geotagged Image of session on "Skilling me"

*[Signature]*  
16/09/2022

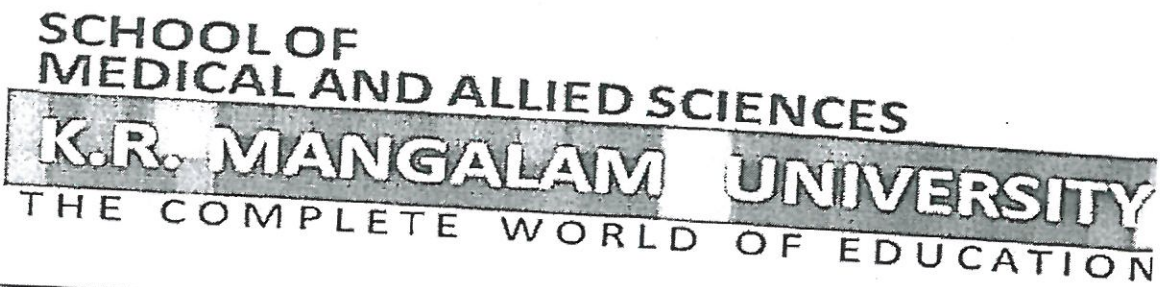
Dr. Pankaj Gupta

*[Signature]*

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Sohna Road, Gurugram, (Haryana)

Son  
16/9/22.


(SANJEEV KUMAR)



DATE: 16/09/2022

ORGANISED BY: SMAS

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Organiser's Sig

Dr. Parvathy Gupta  
Associate Professor  
Name and Designation

*Int.*

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Sohna Road, Gurugram, (Haryana)





# K. R. Mangalam University

Sohna Road, Gurugram

School of Medical & Allied Sciences

## Feedback Form

**Event Name: Skilling Me: Best Practice to learn and develop Social, Administrative, Communication and IT skills at workplace.**

Participant Name Sunohit Nivala  
SJMC - Lab Assistant

Phone 9953 230348.

Please respond the following statements by using 4- point rating scale to indicate the extent to which you agree or disagree with each answer. Please tick mark in front of the number that applies.

Sr. No.	Statement	Strongly disagree	Disagree	Agree	Strongly Agree
1	The session was informative and met your objective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	The session was well organized	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	The "GLP guidelines" session was informative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	The "IT" session was informative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	The "Social and Administrative" session was informative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please write few points which you learnt from this session:

Good & informative session.

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Sohna Road, Gurugram, (Haryana)



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SOED/Notice/2022-23

17 October, 2022

**School of Education**  
*Organizes*  
**Presentation Competition**  
**On**  
**"Poverty Alleviation Strategies in Developing Countries"**

**17 October 2022**

**NOTICE**

In order to commemorate International Day for the Eradication of Poverty 2022, the School of Education in collaboration with Human Touch Foundation organizes a presentation competition on "Poverty Alleviation Strategies in Developing Countries", on 17th October 2022.

**Theme:** Commemorate International Day for the Eradication of Poverty 2022

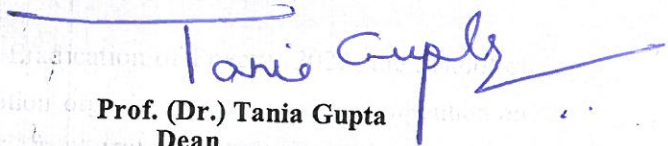
**Mode:** Offline


**Venue:** A201

**Registration Link:** <https://forms.gle/7KqUQBvNAE8vzhE8>

**Target Audience:** Undergraduate and Postgraduate students

**Ms. Vidhi Gaur**  
Assistant Professor  
School of Education  
Event Coordinator

  
**Prof. (Dr.) Tania Gupta**  
Dean  
School of Education

  
**Registrar**  
K.R. Mangalam University  
Sohna Road, Gurugram (Haryana)

**DEAN**  
School of Education (SOED)  
K.R. Mangalam University  
Sohna road, Gurugram Haryana 122103





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Gurugram, Delhi-NCR



*Commemorating International Day for the Eradication of Poverty 2022*

## School of Education

In collaboration with Human Touch Foundation



Organizes

## Presentation Competition

# on POVERTY ALLEVIATION STRATEGIES IN DEVELOPING COUNTRIES

**DATE:** 17TH OCTOBER 2022

**VENUE:** A 201, II Floor

**TIME:** 11:55 AM onwards

**FACULTY COORDINATOR:**

Ms Vidhi Gaur (9911000963)

**STUDENT COORDINATORS:**

Chetna (8377993955)

Kashish (9161991446)



**CONVENERS:**

Prof. (Dr.) Tania Gupta  
Dean, School of Education

Dr. Upasana Singh  
Director  
Human Touch Foundation

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*Commemorating International Day for the Eradication of Poverty 2022*

## **SCHOOL OF EDUCATION**

in Collaboration with

**Human Touch Foundation**



*Organizes*

### **PRESENTATION COMPETITION**

*On*

## **POVERTY ALLEVIATION STRATEGIES IN DEVELOPING COUNTRIES**

**Date: 17 October 2022**

**Time: 11:55 A.M onwards**



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Sohna Road, Gurugram, (Haryana)

**REGISTRATION LINK :** [shorturl.at/pDJX9](https://shorturl.at/pDJX9)



## OUTCOMES OF THE EVENT

The participants will submit PPT and present their ideas during the competition.

**Theme** - Poverty Alleviation Strategies in Developing Countries

**Target Audience:** Undergraduate and Postgraduate students of any discipline studying in colleges and universities can participate.

**Time and Date:** 11:55 AM onwards

**Venue:** A Block, Second Floor, Room No. 201

**Mode:** Offline and Online

**Medium-** (English and Hindi)

**REGISTRATION FEE:** NIL

**REGISTRATION FORM LINK:** <https://forms.gle/7KqUQBAvnAE8vzhE8>

**CERTIFICATES:** Certificates will be provided to the winners and all participants.

### RULES AND REGULATIONS:

- Students will be required to present their Student Identity Card at the competition.
- The time duration for the presentation by each participant will be between 3- 5 minutes.
- Any act of indiscipline by participants calls for cancellation of registration.
- The decision of the judges will be final and binding.
- The dress code will be formal.

### JUDGMENT CRITERIA:

- Oratory Skills and Reflective Thinking
- Digital Creativity in Presentation
- Clarity of Thoughts in providing the solution to provide Poverty Reduction.
- Content Knowledge- use of case study

### Convener

**Prof. (Dr.) Tania Gupta**, Dean Assistant Professor, School of Education  
**Dr. Upasana Singh**, Director, Human Touch Foundation


### Event Coordinators

**Ms. Vidhi Gaur**, Assistant Professor, School of Education (SOED), K.R Mangalam

### Student Coordinator

**Chetna**, B.El.Ed. Sem

**Kashish**, B.El.Ed. Sem III

  
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Gurugram, Delhi-NCR



*Commemorating International Day for the Eradication of Poverty 2022*

## School of Education

In collaboration with Human Touch Foundation



Organizes

## Presentation Competition

# POVERTY ALLEVIATION STRATEGIES IN DEVELOPING COUNTRIES

**DATE:** 17TH OCTOBER 2022

**VENUE:** A 201, II Floor

**TIME:** 11:55 AM onwards

**FACULTY COORDINATOR:**

Ms Vidhi Gaur (9911000963)

**STUDENT COORDINATORS:**

Chetna (8377993955)

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**CONVENERS:**

Prof. (Dr.) Tania Gupta  
Dean, School of Education

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**Report on**

**"Poverty Alleviation Strategies in Developing Countries" (Presentation Competition)**

**Date:** 17<sup>th</sup> October 2022

**Venue:** Room No. 201, A Block, K.R. Mangalam University

**Event Type:** Presentation Competition

**Mode of Activity:** Offline

**Target Group:** Undergraduate and Postgraduate students

**Faculty Coordinators:** Ms Vidhi Gaur, Assistant Professor, School of Education

**Student Coordinator-** Chetna, B.El.Ed. Sem I

Kashish, B.El.Ed. Sem III

**Organised by:** School of Education in collaboration with Human Touch Foundation.

**Number of Participants:** 19

**Introduction**

Through resolution 47/196, adopted on 22 December 1992, the UN General Assembly declared 17 October as the International Day for the Eradication of Poverty and invited all states to devote the Day to presenting and promoting, as appropriate in the national context, concrete activities about the eradication of poverty and destitution.

In order to commemorate International Day for the Eradication of Poverty 2022, the School of Education in collaboration with Human Touch Foundation organizes a presentation competition on "Poverty Alleviation Strategies in Developing Countries", where students from various institutes will be invited to integrate STEM into their presentations by adding their ideas on different strategies for Poverty Alleviation in line with **SDG 1 and other related SDGs**.

**Objective**

The major objectives of the presentation competition are to develop confidence and communication skills among student-teachers through the presentation competition and also advance analytical and synthesis skills of student-teachers in doing case studies of action plan of various developing countries on poverty alleviation

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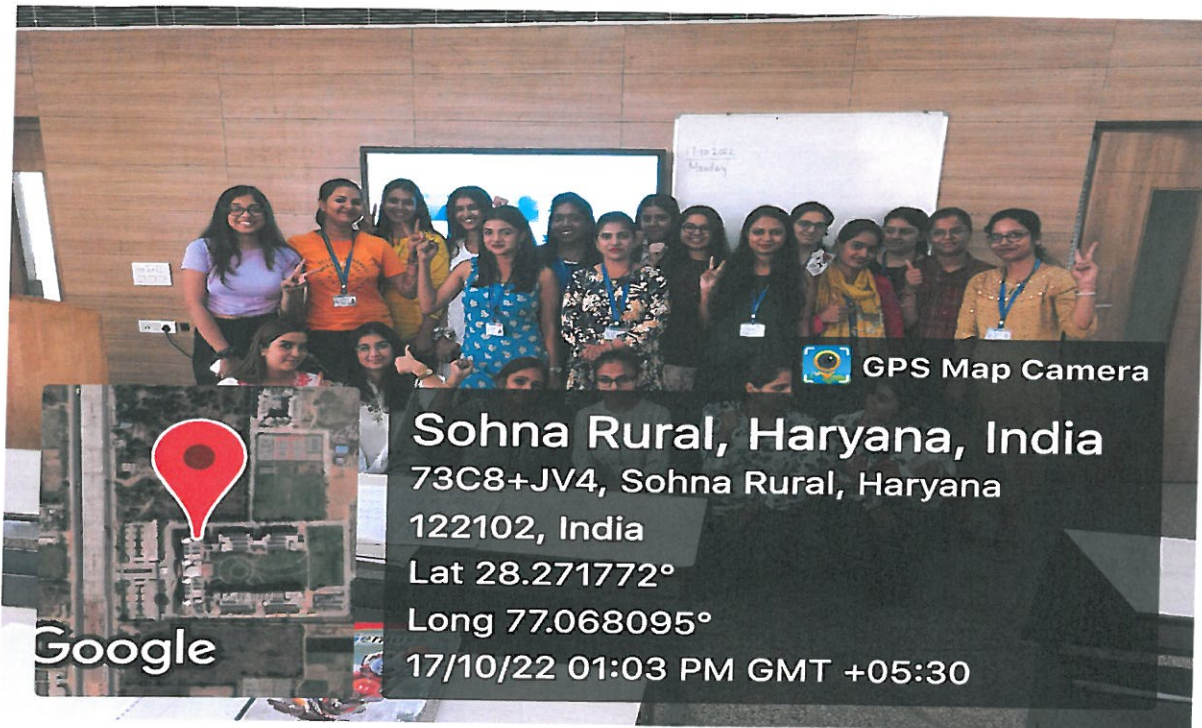
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Sohna Road, Gurugram, (Haryana)

17/10/22

17/10/22



## Glimpses Presentation Competition on "Poverty Alleviation Strategies in Developing Countries"



Group photograph with the participants



Participants presenting the Presentation on Poverty Alleviation

  
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# K.R. MANGALAM UNIVERSITY

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## CERTIFICATE OF PARTICIPATION

This is to certify that Mr./ Ms. **Krish Raj**, Student of **K R Mangalam University**, Haryana, participated in Quiz Competition on "Sports Stars from Haryana" on National Sports Day (Commemorating Major Dhyan Chand's Birth Anniversary) organized by School of Education, K.R. Mangalam University, Sohna, Gurugram on 29<sup>th</sup> Aug 2022. He/ She secured **Second** position in Quiz Competition.

*Ms. Vidhi Gaur*

Ms. Vidhi Gaur  
Assistant Professor  
School of Education

*Dr. Anshul Saluja*

Dr. Anshul Saluja  
Assistant Professor  
School of Education

*Tahia Gupta*

Prof. (Dr.) Tahia Gupta  
Dean  
School of Education




















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Commemorating International Day for the Eradication of Poverty 2022  
School of Education  
In collaboration with Human Touch Foundation  
organises

Presentation Competition  
On  
"Poverty Alleviation Strategies in Developing Countries"  
17 October 2022

ATTENDANCE SHEET

Name	Contact Number	Name of the Institute	Name of the School/Department	Course Name	Semester/Year	Enrolment Number	Signature
Kashish	08368954896	K R Mangalam University	School of Education	B.El.Ed.	3rd Semester	2111260018	
Vedant	9319127789	K R Mangalam University	School of Education	B.El.Ed.	5th Semester	9319127789	
Alpana James	09873776907	K R Mangalam University	School of Education	B.Ed.	1st Semester	2211270011	
Somya Pathak	9179380985	K R Mangalam University	School of Education	B.Ed.	1st Semester	2211270014	
Tannu	8860841953	K R Mangalam University	School of Education	B.Ed.	1st Semester	2211270019	
Isha Yadav	8595073721	K R Mangalam University	School of Education	B.Ed.	1st Semester	2211270018	
Chetna	8377993955	K.R Mangalam University	School of Education	B.El.Ed.	1st Semester	2211260012	
Nirdeshika Panchai	8851204747	K.R Mangalam University	School of Education	B.Ed.	1st Semester	2211270007	
Priya Garg	8708647373	K.R Mangalam University	School of Education	B.Ed.	1st Semester	2211270020	
Aarushi	9212414188	K.R Mangalam University	School of Education	B.El.Ed.	5th Semester	2011260013	
Amisha Anand	8506059244	K.R Mangalam University	School of Education	B.El.Ed.	5th Semester	2011260011	
Jeovanshi	8810446193	K.R Mangalam University	School of Education	B.El.Ed.	5th Semester	2011260008	
Aarushi Kalariya	9354033632	K.R Mangalam University	School of Education	B.El.Ed.	1st Semester	2211260014	
Payal rathi	9999168597	K.R Mangalam University	School of Education	B.El.Ed.	1st Semester	2211260006	
Reena Rani Nath	8089759085	K.R Mangalam University	School of Education	B.Ed.	1st Semester	2211270002	
Mokshita Sethi	8287029276	K.R Mangalam University	School of Education	B.El.Ed.	5th Semester	2011260005	
Aditi Verma	9560608281	K.R Mangalam University	School of Education	B.El.Ed.	5th Semester	2011260002	
Karuna Dagar	9588525856	K.R Mangalam University	School of Education	B.Ed.	1st Semester	KRMU22028014	
Armeena Khalun	7076609258	K.R Mangalam University	School of Education	B.Ed.	1st Semester	2211270006	

Prof. (Dr.) Tania Gupta  
Dean Assistant Professor  
School of Education

Event Coordinator  
Ms. Vidhi Gaur  
Assistant Professor  
School of Education

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**SCHOOL OF ENGINEERING & TECHNOLOGY**

Ref. No: KRMU/SOET/Notice/2022-23/

Date: 4.11.2022

**NOTICE**

1. The Department of Computer Science and Engineering, SOET is organizing a Workshop on "How to Improve your Soft Skills?" on 24<sup>th</sup> Nov, 2022
2. All the students of SOET have to attend the session.
3. The details of the session are as below:

Date: 24<sup>th</sup> Nov, 2022

Time: 9:30 am Onwards

Venue: Lab 8, C Block, KRMU

Event Coordinators

Ms. Jyoti Kataria

Registrar

K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

Dean SOET





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SCHOOL OF ENGINEERING & TECHNOLOGY

# -ONE DAY WORKSHOP-

## "HOW TO IMPROVE YOUR SOFTSKILLS"

Date: 24 nov 2022 , Time: 11am onwards ,

Venue: Lab 8 C Block

DEAN

**DR. PANKAJ AGARWAL ,SOET**

ORGANIZER:

**MS. JYOTI KATARIA , ASSISTANT  
PROFESSOR, SOET**





# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

Report on

### One Day Workshop “How to improve your soft skills?”

**Date:** Thursday, 24<sup>th</sup> November 2022.

**Venue:** Lab-8, C Block, K.R. Mangalam University.

**Event Type:** Workshop

**Mode of Activity:** Offline

**Target Group:** Final Year Students of K.R. Mangalam University

**Resource Person (if any):** Ms. Jyoti Kataria

**Coordinators:** Ms. Jyoti Kataria

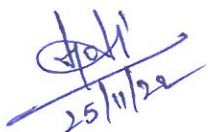
**Organized by:** School of Engineering & Technology


**Number of Participants:** 08

A one-day workshop was conducted by School of Engineering and Technology for training the pre-final year students of K.R. Mangalam University. The objective of the program was to conduct a workshop for Corporate Grooming & Etiquette, HR Round Interview and Group discussion sessions for the benefit of the target audience. Following topics were covered during the session:

1. Communication Skills
2. Presentation Skills
3. Differences between CV, resume and bio data
4. Guidelines for attending HR interview
5. Dos and Don'ts in group discussion
6. Conditional Formatting

In the workshop, the students were taught about some good etiquette to be followed while attending interviews. Tips and guidelines for attending HR interview were also dealt in detail. The whole program was interactive and able to achieve its desired objective.

  
25/11/22

  
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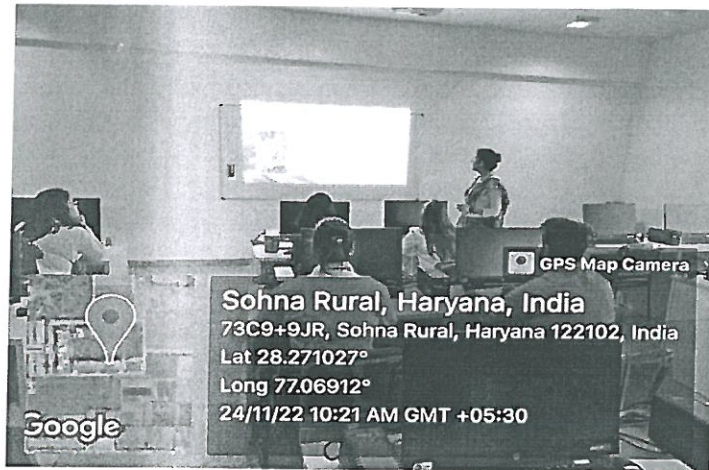


Photo 1: Ms. Jyoti Kataria explaining about communication skills

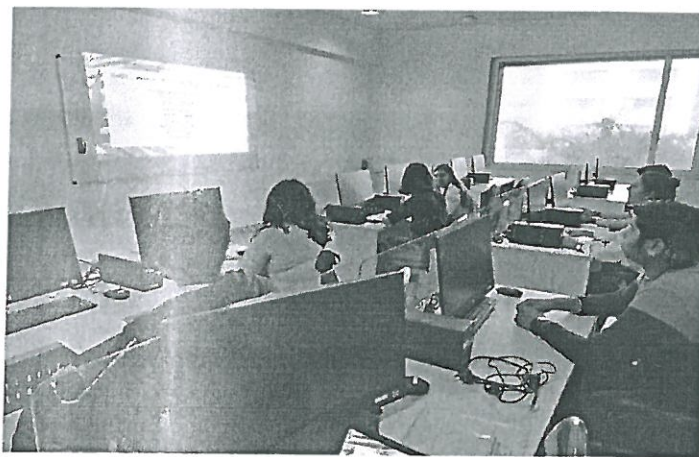


Photo 2: Students attending the workshop



Photo 3: Final Year Students in the workshop

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25/11/22

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2  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)



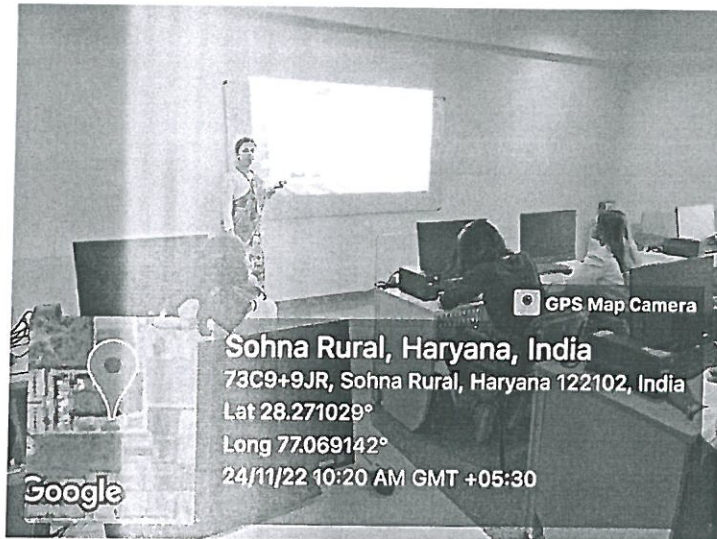


Photo 4: Explaining the concepts for handling people

Report prepared by	Ms. Jyoti Kataria
	Date:- 25/11/2022
Report verified by Event Coordinator	<i>Jyoti</i> <i>25/11/22</i>
Report Seen by Dean / Club Coordinator / Activity Coordinator/ IQAC Director / Registrar	<i>Phur</i> <i>25.11.22</i>

*Jyoti*  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

K.R. Mangalam University  
Sohna Road, Gurugram (Haryana)





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**SCHOOL OF HUMANITIES**

**ACADEMIC SESSION 2022-23**

**NOTICE**

**Soft Skills Enhancement Workshop on  
“Team work & Interpersonal Relations”**

SOHS/NOTICE/2022-23/25

Date: 16/11/2022

The School of Humanities (SOHS), K.R. Mangalam University, is organizing a soft skill enhancement workshop on Team work & Interpersonal Relations on 24<sup>th</sup> November, 2022 at 11:00 am., for the students of SOHS, to create awareness and understanding of the importance of Interpersonal skills, and to develop the behavior and tactics a person uses to interact with others effectively.

**Resource Person:** Dr. Kanu Priya, Assistant professor, FMeH, Manav Rachna International Institute of Technology

**Date** – 24<sup>th</sup> November, 2022

**Time** – 11:00 AM onwards

**Venue** – Online Platform – MS Teams

**Event Type:** Workshop

**Faculty Coordinators:-**

Dr. Shivani Tomar (Assistant Professor, Psychology, SOHS)

Dr. Shikha Dutt Sharma (Assistant Professor, English, SOHS)

Ms. Afreen Fatima (Assistant Professor, Psychology, SOHS)

Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

Dean, SOHS

DEAN  
School of Humanities (SOHS)  
K.R. Mangalam University  
Sohna road, Gurugram  
Haryana 122103





**K.R. MANGALAM UNIVERSITY**  
THE COMPLETE WORLD OF EDUCATION

Gurugram, Delhi-NCR

## School Of Humanities

*Organizes*

### Soft Skills Enhancement Workshop *on*

# **TEAM WORK & INTERPERSONAL RELATIONSHIPS**

*In collaboration with*

## **UNIQUE PSYCHOLOGICAL SERVICES**

**Venue:** Online Platform

**Date:** 24 Nov 2022

**Meeting Link:** <https://teams.live.com/join/9574596883879>

**Key Note Speaker:**

Dr. Kanu Priya (Assistant Professor)  
FMEH MRIIS

**Covenor:**

Kamini Chauhan Tanwar  
Dean Dept. Psychology

### **Organizing Committee:**

Dr. Shivani Tomar, Assistant Professor(Psychology)|School of Humanities  
Dr. Shika Dutt Sharma, Assistant Professor (English)  
Ms. Afreen Fatima, Assistant Professor(Psychology)

University Gurugram Campus: ☎ 011-48884888 / 8800697010-15 📞 8800697012

🌐 [www.krmangalam.edu.in](http://www.krmangalam.edu.in) ✉ [welcome@krmangalam.edu.in](mailto:welcome@krmangalam.edu.in)

*Shika*

*Dr. Shika*

Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)





# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

Report on

**Soft Skills Enhancement Workshop on**

**“Team Work & Interpersonal Relationships”**

**Target Group:** Students of SOHS

**Key Note Speaker:** Dr. Kanu Priya, Assistant Professor, FMeH, Manav Rachna International Institute of Technology.

**Organizing Team:** Dr. Shivani Tomar, Assistant Professor (Psychology), Dr. Shikha Dutt Sharma, Assistant Professor (English), Ms. Afreen Fatima, Assistant Professor (Psychology), Dept. of Psychology, School of Humanities, K.R.Mangalam University.

**Date and Time:** 24/Nov/2022, 12:00 PM onwards.

**Venue:** Online Platform – MS Teams.

### Introduction

In today's time and age Soft Skills are extremely important for Communication, Leadership and Creativity. Communication aspect of soft skills includes verbal communication, presentation skills, listening, public speaking, humor, interviewing, and writing. Leadership aspect of soft skills includes team building, strategic planning, supervising, decision making, delegation, and monitoring, giving feedback. Creativity aspect of soft skills includes problem solving, innovation, design sense, artistic sense, critical thinking and trouble shooting.

The topic of Team Work includes Micheal Jordans saying, “Talent wins games, but team work win championships” The word TEAM breaks down into “together, everyone, achieves, more”. The phases of Team development are of utmost importance. The topic of Interpersonal relationships involves understanding what these skills mean like the behaviors and tactics a person uses to interact with others effectively.

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Sohna Road, Gurugram, (Haryana)



Sohna Rural, Haryana, India

73C8+JV4, Sohna Rural, Haryana 122102, India

Lat 28.271604°

Long 77.067987°

24/11/22 12:00 PM

⚠ You've started a group meeting. Your current Teams plan gives you up to 60 minutes per meeting.

Learn more

Dismiss

### People

Invite someone

Share invite

DS	Divya Sharma (Guest)	✖
	Meeting guest	
DS	Dr Shikha (Guest)	✖
	Meeting guest	
DS	Dr. Shikha (Guest)	✖
	Meeting guest	
DD	Drishiti Dey (Guest)	✖
	Meeting guest	
M2	MGMANI 2008790015 (Guest)	✖
	Meeting guest	
JS	Japneet Jagan Samratty	✖
KP	Kanu Priya	✖
AM	Kareena Malik	✖
K	Kashay (Guest)	✖
	Meeting guest	
K	Khushi (Guest)	✖
	Meeting guest	
M2	KHUSHI DANIYA 200879000...	✖
	Meeting guest	

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Teams Meeting | Microsoft Teams

teams.live.com/j/...pre-join-calling/

### Phases of Team Development

Forming, Storming, Norming, Performing, and Adjourning - five stages of group development model by Bruce Tuckman

FORMING	STORMING	NORMING	PERFORMING	ADJOURNING
<ul style="list-style-type: none"> <li>Team members are getting to know each other and the team's purpose.</li> <li>Team members are establishing a rapport and a working relationship.</li> <li>Team members are beginning to understand the team's goals and objectives.</li> <li>Team members are starting to develop a sense of identity and belonging.</li> </ul>	<ul style="list-style-type: none"> <li>Team members are beginning to express their individuality and opinions.</li> <li>Team members are starting to challenge each other and the team's direction.</li> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> </ul>	<ul style="list-style-type: none"> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> </ul>	<ul style="list-style-type: none"> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> </ul>	<ul style="list-style-type: none"> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> <li>Team members are beginning to establish a sense of trust and respect.</li> <li>Team members are starting to develop a sense of responsibility and accountability.</li> </ul>

Press Ctrl+Shift+M to unmute your microphone.

29:24

afreen fatima, Mani Khan, kunwar pal singh, MADHA AYESHA ARL, Nandini Biswas (Guest)

12:10 PM 11/24/2022

**People**

Share Invite

Currently in this meeting (25)

- Dr. Shivani (Guest)
- afreen fatima Organizer
- Akansa Dutta (Guest)
- Amit kumar yadav (Guest)
- ANUSHKA BATRA 21087900...
- Ayush Singh
- Divya Sharma (Guest)
- Dr Shikha (Guest)
- Drishti Dey (Guest)
- GARIMA NAGWANI 210879...

Teams Meeting | Microsoft Teams

teams.live.com/j/...pre-join-calling/

### Phases of Team Development

Forming, Storming, Norming, Performing, and Adjourning - five stages of group development model by Bruce Tuckman

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31:11

afreen fatima, Mani Khan, kunwar pal singh, MADHA AYESHA ARL, Nandini Biswas (Guest)

**People**

Share Invite

Currently in this meeting (25)

- Drishti Dey (Guest)
- GARIMA NAGWANI 210879...
- HIMANI 2008790016 (Guest)
- Japneet sapan savhney
- kareena malik
- Keshav (Guest)
- Khushi (Guest)
- KHUSHI DAHIYA 200879000...
- kunwar pal singh
- MADHA AYESHA ARORA 21...
- Mani Khan

*[Signature]*

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Far Far Workshop on EI - shivani x Meeting | Microsoft Teams

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Team Work and Interpersonal Relationships - PowerPoint

Home Insert Draw Design Layout References Animations Slide Show Record Review View Help Tell me what you want to do

Jon Gordon's bestseller *The Energy Bus* examines how attitude impacts work life. *The Power of a Positive Team* also focuses on the powers of optimism. The book explores the elements that make up a positive team culture and explains how to create teams that care for, commit to, and communicate with each other. Jon Gordon analyzes the behaviors and circumstances that cause negativity and conflict among groups, and suggests actions and perspectives that foster healthier, more productive atmospheres. *The Power of a Positive Team* draws on case studies, research, and anecdotes from model success stories to illustrate best practices for affirmative teams.

Notable Quote: "Positive teams confront the reality of challenging situations and work together to overcome them."

Press Ctrl+Shift+M to unmute your microphone.

33:12

AF AFreen Fatima MK Molin Khan KS Kurnoor pal singh M2 MADHIA AVESHA ARL NB Nandini Biswas (Guest)

People

Share Invite

Currently in this meeting (33)

- MK Molin Khan
- MC muskaan chauhan
- NB Nandini Biswas (Guest)
- N Neha (Guest)
- KS Rakshit Sharma
- AJ rudransh jauhan
- SM Sanya Malik
- S2 SANYA SOOD 2108790009 (...)
- S2 SHREYA JAINE 2008790002 (...)
- S Stuti (Guest)

12:14 PM 11/24/2022

Far Far Workshop on EI - shivani x Meeting | Microsoft Teams

teams.live.com/\_/pre-join-calling/

Soft-Skills

"An Essential Ingredient For Success"

Press Ctrl+Shift+M to unmute your microphone.

35:44

KS Kurnoor pal singh M2 MADHIA AVESHA ARL NB Nandini Biswas (Guest) DS Dr. Shivani (Guest) JS jpreet sapan seh...

People

Share Invite

Currently in this meeting (34)

- DS Dr. Shivani (Guest)
- 9 918130936261
- AF afreen fatima Organizer
- AD Akansha Dutta (Guest)
- AK Akriti Kapur
- AY Amit kumar yadav (Guest)
- A2 ANUSHKA BATRA 21087900...
- AS Ayush Singh
- BG Banika Gosain (Guest)
- CHANDNI YI (Guest)

12:17 PM 11/24/2022

*Dr. Shivani*

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**K.R. MANGALAM UNIVERSITY**  
EDUCATION FOR LIFE  
(Recognized by UGC and a member of AIU)

Reference: KRMU/ Event/ 2021-22/\_\_\_/\_\_\_

Date: 18 / 11 / 2022

Event Approval Form

Society / Club / Department Name: Psychology

School: SONS

Student Coordinator: —

Club/Society Coordinator: —

Date of Event: 24th Nov. 2022

Event Name: Soft Skills Enhancement Workshop on Team Work & Interpersonal Relationships

Audience Count: —

Mode of Conduction: Online

Place of Conduction: A 212 - K.R. Mangalam University

Event Timings: 12 PM onward

Material Requirements: —

Any Other Requirements: Transport ☐ IT ☐

(Note: Please fill separate requisition for Transport and IT)

Dr. Shivani Tovar

Name and Signature  
(Event Coordinator)

Kamran

Name and Signature  
(Dean of School/ DSW)

Signature  
(Administrative Officer)

(Note: Dean Students Welfare in case of cultural activity only)

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K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

Signature  
(Registrar)



**K.R. MANGALAM UNIVERSITY**  
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**Guruशाला**  
Inspiring To Teach

**Pratham**  
Every Child in School & Learning Well

## School of Education

K.R. MANGALAM UNIVERSITY, GURUGRAM HARYANA  
*in collaboration with*

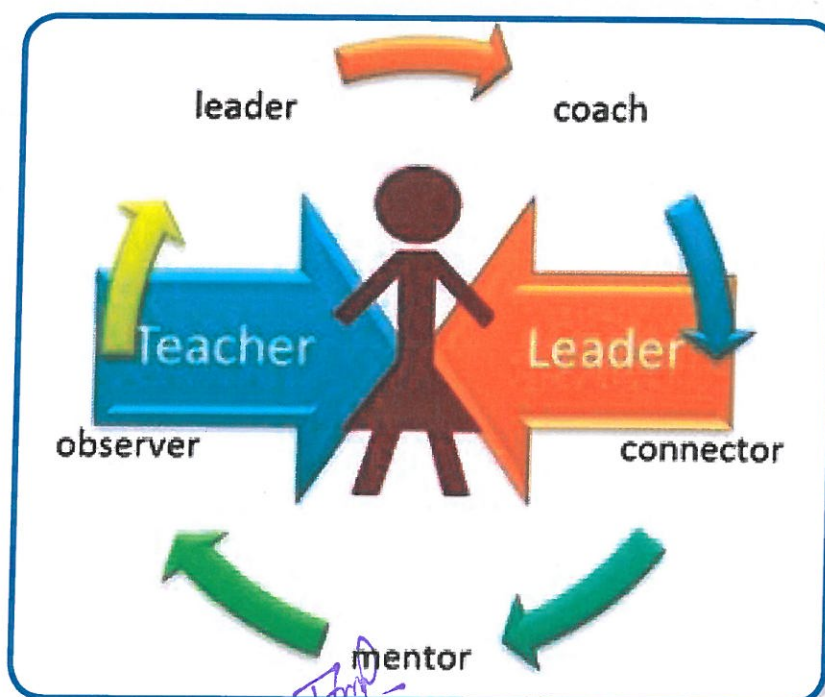
**Gurushala Pratham Education Foundation**

# SOFT SKILL ENHANCEMENT WORKSHOP

*On*

# LEADERSHIP SKILLS FOR TEACHERS

11<sup>th</sup> January 2023



Registrar

K.R. Mangalam University  
Sohna Road, Gurugram (Haryana)



## ABOUT K. R. MANGALAM UNIVERSITY

K.R. Mangalam University (KRMU) located at Sohna Road, Gurugram is the fastest growing and most promising upcoming University in India. The green and pollution-free environment, world-class infrastructure, advanced and comfortable learning environment, health and fitness activities, charming hangouts and safe campus are some of the special features of KRMU.

KRMU aims to transform lives through knowledge, collaboration and partnership, creates niche of innovation, entrepreneurship and creativity, nurtures and rewards skills and talents, and undertakes world-class research of high impact on society.

The well-qualified and experienced faculty members from prestigious institutions, eminent academic leaders and highly professional management give the best to the students to groom them to be academically excellent, professionally and socially responsible individuals.

The University gives a perfect balance between curricular and co-curricular activities providing a highly creative and innovative platform for the students to enrich their personalities. Various activities like industry visits, internships, guest lectures, workshops, social services, and medical camps are some of the regular activities of the campus.

## SCHOOL OF EDUCATION

The School of Education aspires to become an internationally recognized department through excellence in the interdisciplinary arena of education, research and innovation, preparing socially responsible lifelong learners contributing to nation building. Since 2016 the School of Education strives to foster and maintain a creative environment with a deep commitment to inculcate excellence in academics and contribute towards students' development. The school brings an attitudinal change in prospective teachers for their advancement into accountable agents of change in the society, who are sensitive to local, national, and global concerns and issues vital for human survival, progress, and development. The School of Education offers diverse programs of studies that are designed to develop an insight into the nuances of teaching and learning in terms of theoretical perspectives, pedagogical techniques that facilitates the students' understanding of social, emotional, and intellectual ecosystem. Some of the best practices of SOED are blended learning, collaborative learning, integrated learning and experiential learning.

## Programmes offered at the School of Education

- Bachelor of Education (B.Ed.)

  
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- Bachelor of Elementary Education (B.El.Ed.)
- M.A. Education
- Ph.D. Education

K.R. Mangalam University has collaborated with Gurushala, Pratham Education Foundation (MOU partner) to equip Faculty and Students of School of Education, K.R. Mangalam University.

## PRATHAM EDUCATION FOUNDATION

Gurushala is an initiative of Indus Towers Ltd. and Vodafone Idea Foundation and is implemented by Pratham Education Foundation. The idea driving Gurushala dates back to 2012 when a digital education programme was piloted in 151 under-resourced and low-cost schools across India. The programme aimed to positively impact the learning levels of students by equipping schools with digital technology and training upper-primary math and science teachers to integrate technology and innovative group learning pedagogies inside the classroom.

Over the years, the programme worked with schools across diverse geographies, cultures, languages and other socio-economic characteristics. In this process, it generated a rich pool of knowledge and insights about the problems that Indian teachers face inside their classrooms and innovative and scalable solutions to solve those problems. The need to provide teachers with an integrated platform for self-paced capacity development, access to varied resources and connect with peer teachers was realized. The growing penetration of internet and smart-phones in both rural and urban areas offered an opportunity to transform this need into the idea of an online teacher portal. In 2019, this idea translated into reality with the launch of Gurushala.

Pratham is an innovative learning organization created to improve the quality of education in India. As one of the largest non-governmental organizations in the country, Pratham focuses on high-quality, low-cost, and replicable interventions to address gaps in the education system. Established in 1995 to provide education to children in the slums of Mumbai, Pratham has grown both in scope and geographical coverage. The organization aims to improve the quality of education in India and ensure that all children not only attend but also thrive in school. This goal is accomplished by working in collaboration with the government, local communities, parents, teachers, volunteers, and civil society members.

## ABOUT THE WORKSHOP

Before you are a leader, success is all about growing yourself. When you become a leader, success is all about growing others." — Jack Welch

  
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**Convener:**

**Prof. (Dr.) Tania Gupta**, Dean, School of Education (SOED), K.R Mangalam University

**Faculty Co-ordinators**

**Dr. Pooja Verma**, Assistant Professor, School of Education (SOED)  
K.R Mangalam University


**Dr. Shabia Subuhi**, Assistant Professor, School of Education (SOED)  
K.R Mangalam University

**Student Coordinators**

**Kajal Chaudhary**, Student-Teacher, School of Education (SOED), K.R Mangalam University  
(Contact No: 8750739308)

**Neeru, Student-Teacher**, School of Education (SOED), K.R Mangalam University  
(Contact No: 6202998726)

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# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

Report on  
Soft Skill Enhancement Workshop  
On  
Leadership Skills for Teachers

**Date:** Wednesday, 11<sup>th</sup> January 2023.

**Venue:** Gurushala platform

**Event Type:** Workshop

**Mode of Activity:** Online

**Target Group:** Student- Teachers and Faculty members of SOED

**Resource Person:** Ms. Aakriti Adya & Mr. Laboni Biswas.

**Coordinators:** Dr. Pooja Verma & Ms. Shabia Subuhi, Assistant Professor, K.R. Mangalam University (KRMU), Gurugram.

**Organized by:** School of Education, KRMU in collaboration with Gurushala, Pratham Education Foundation.

**Number of Participants:** 125

Soft skills are the personal attributes through which an individual achieves his goals. They are the attributes that are needed for success on the job. Out of all the skills, leadership is the one that has the most impact on an organization's success. Throughout their often-diverse careers, most teachers maintain many leadership roles. Some are among the students, while others influence fellow educators and the community. In recent years, though, teacher leadership has become a more distinct role that educators must fill. Thus, with the objective of developing the leadership skills of teachers, the School of Education, K.R. Mangalam University organised an online soft skill enhancement workshop on "Leadership Skills for Teachers" for educators and students in collaboration with Gurushala at Pratham Education Foundation. Ms. Laboni Biswas and Ms. Aakriti Adya from Gurushala were the invited speakers for the workshop.

Dr. Pooja Verma, Assistant Professor, School of Education, welcomed the participants and guest speakers of the day and introduced the speakers to the participants. The session was conducted on the digital platform of Gurushala. Prof. Tania Gupta, Dean, School of Education, welcomed the speakers and gave a brief introduction about the essence of scheduling this workshop and Gurushala. There were more than 200 participants who attended the workshop. The participants

*Pooja Verma*  
11/1/23  
*Shabia Subuhi*  
14-1-23

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K.R. Mangalam University  
Sohna road, Gurugram Haryana - 122003

*Tania Gupta*  
(Dean)  
11/01/23  
Registrar  
K.R. Mangalam University  
Sohna Road Gurugram (Haryana)



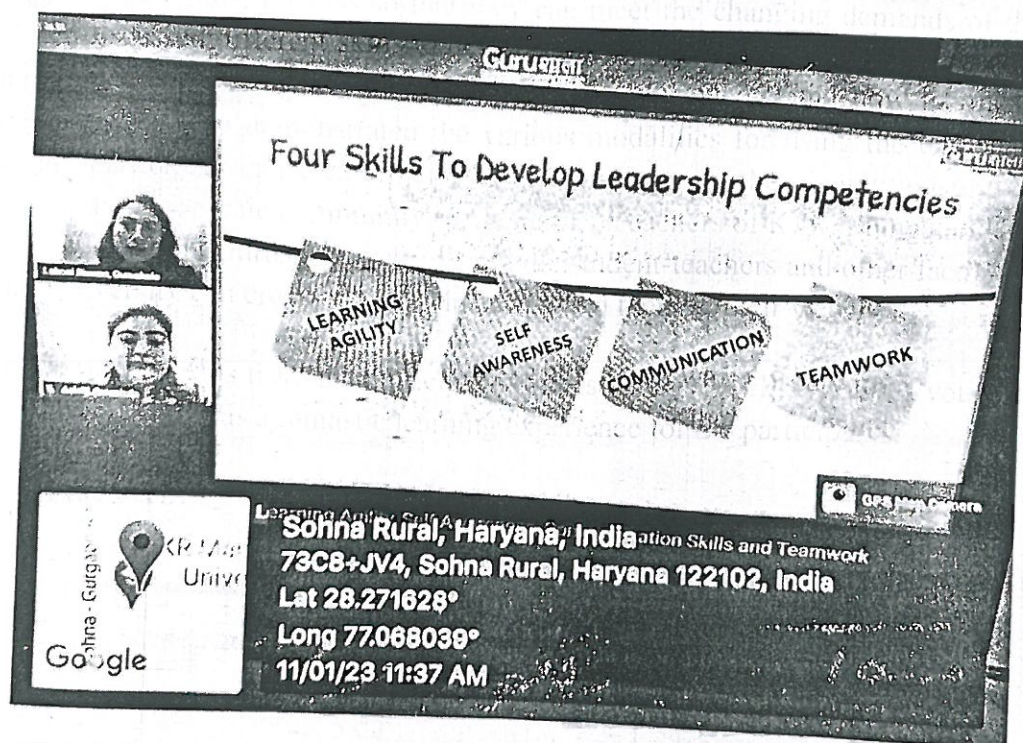
who joined this session were student-teachers from various colleges, research scholars, school teachers, assistant and associate professors, and principals of different colleges. They were not only from the education department but also from other areas. The participants belonged to different states.

The speakers started the session by discussing the need for leadership skills among the teachers and what skills they must possess so that they can meet the changing demands of the learners. They further discussed different skills to develop leadership competencies, strategies to develop leadership competencies, ways to act-on leadership competencies, and how to link leadership competencies. They also demonstrated the various modalities for using the Gurushala website and how any participant can create their own modules or use the already existing ones. They demonstrated that a separate community by the name 'Teachers of K. R. Mangalam Community' has been created on the Gurushala website, and the student-teachers and other faculty from K. R. Mangalam University can create their modules and add them to their website.

They also handled queries from the participants. The session was closed with a vote of thanks by Dr. Pooja Verma. This was a fantastic learning experience for the participants.

#### Glimpses of the event

#### Geotagged photos



11/01/2023- Experts discussed four skills to develop leadership competencies.

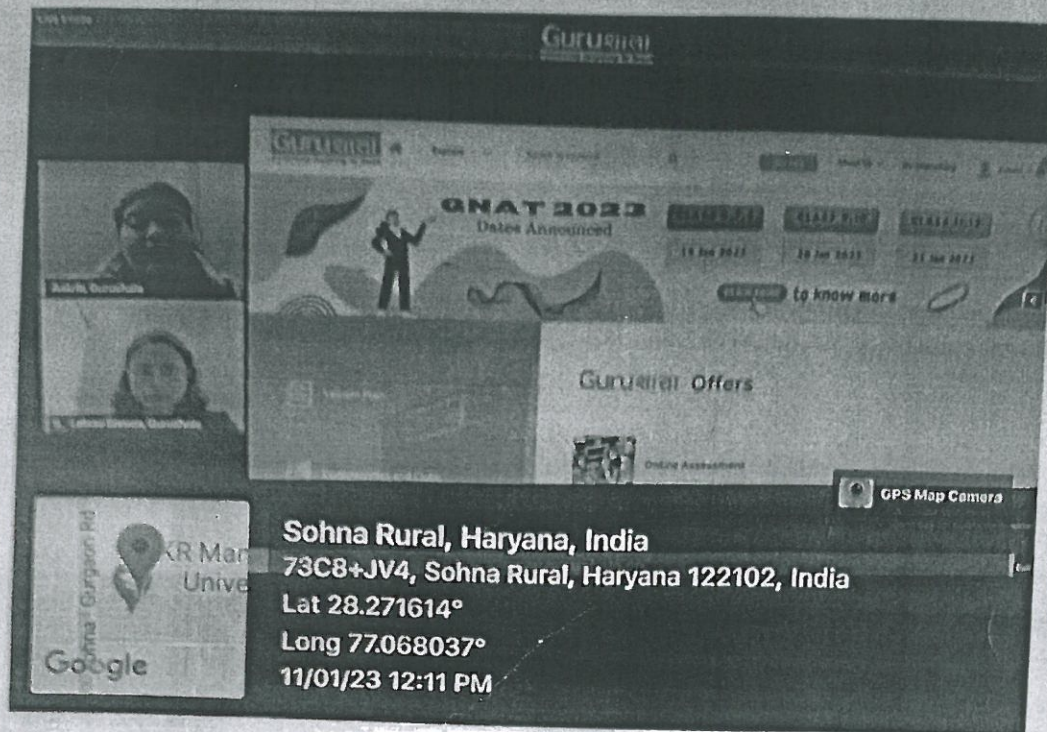
Pooja Verma  
11/1/23  
11-1-23

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K.R. Mangalam University  
Sohna road, Gurugram Haryana

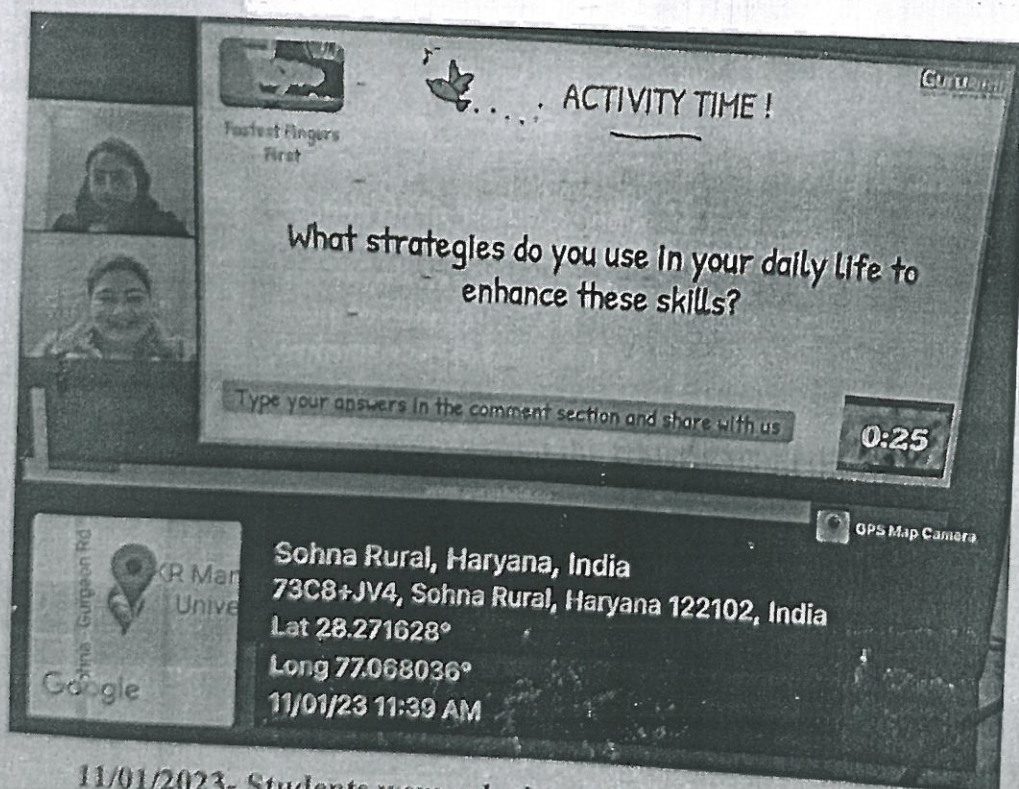
Tanis Anand  
(Dean)  
11/1/23

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11/01/23- Participates explored the Gurushala platform.



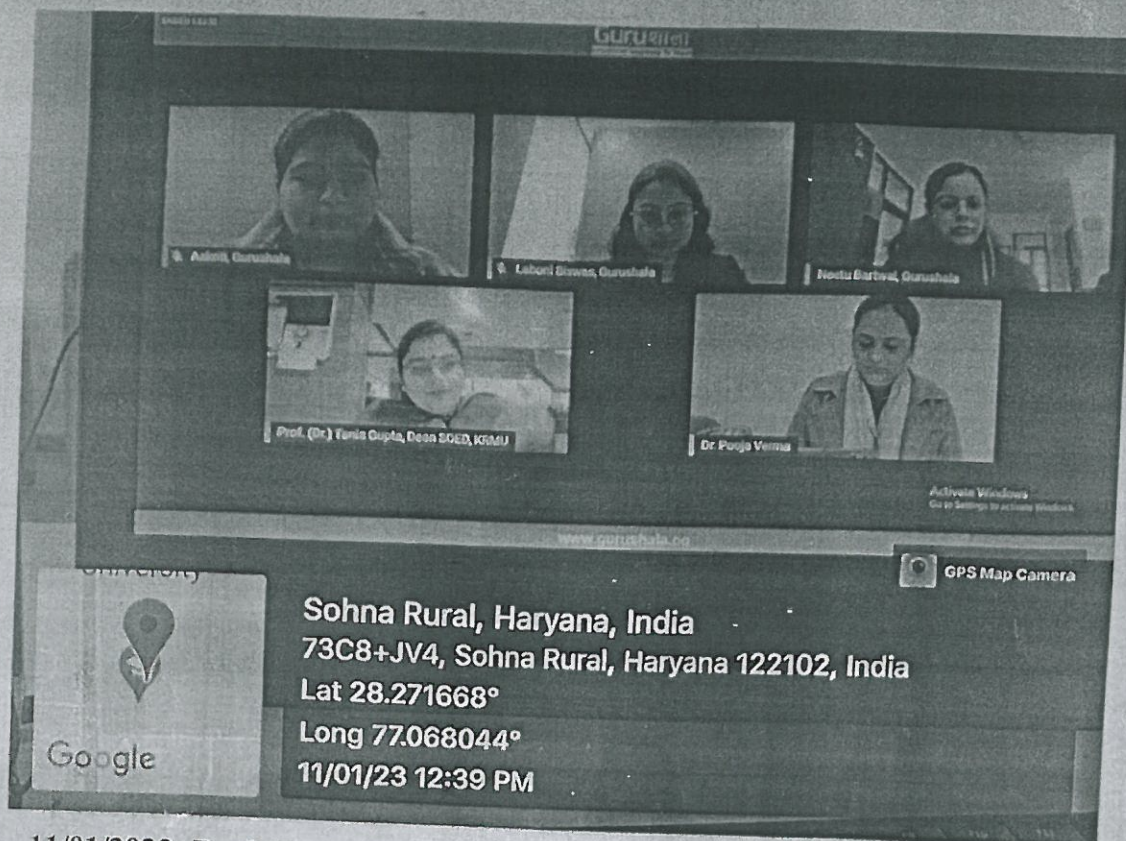
11/01/2023- Students were asked to take part in the activity.

*For*  
*11/1/23*  
*11-1-23*

DEAN  
School of Education (SOED)  
K.R. Mangalam University  
Sohna road, Gurugram Haryana 122103

*Tarique Ahmad*  
(Dean)  
*11/01/23*  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, Haryana





11/01/2023- Prof. Tania Gupta, Dean, SOED, KRMU addressed the session.

Non-geotagged



11/01/2023- Prof. Tania Gupta, Dean, SOED, KRMU addressed the session

*Prof*  
11/1/23  
*Dr*  
11-1-23

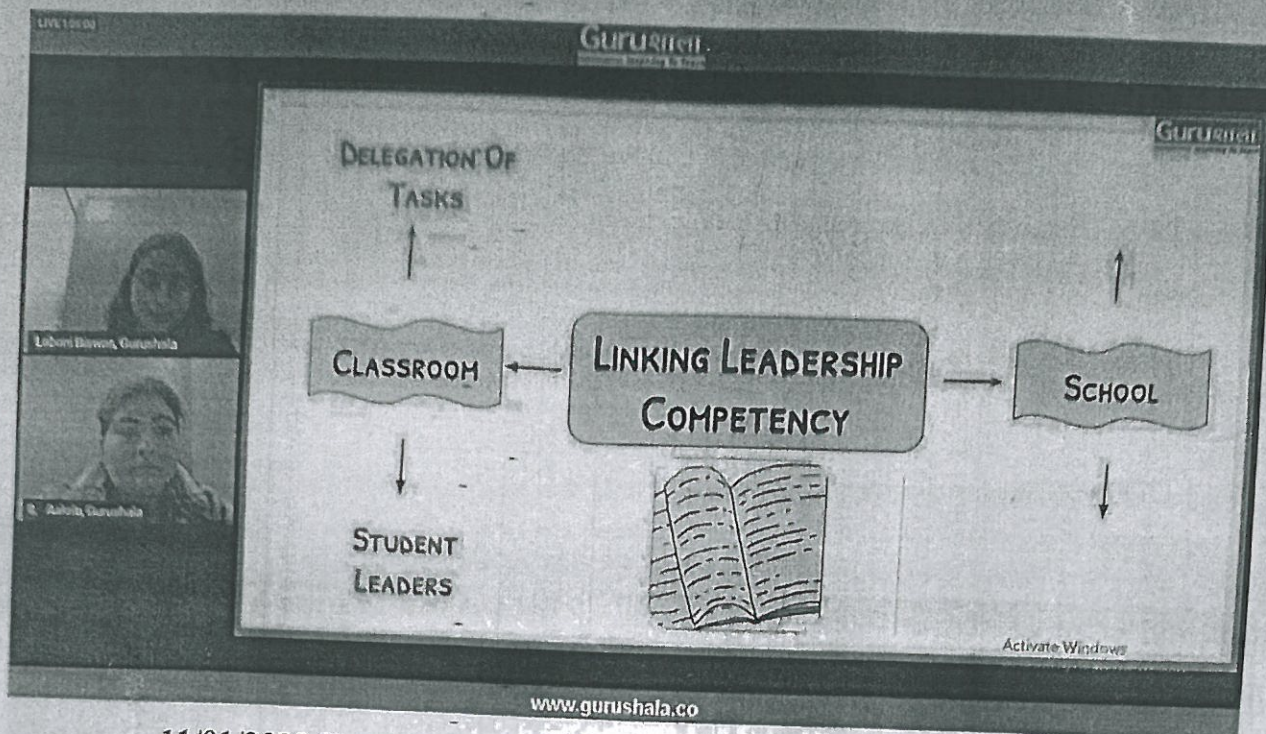
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K.R. Mangalam University  
Sohna road, Gurugram Haryana 122103

*Tania Gupta*  
(Dean)  
*Dr*  
11/1/23

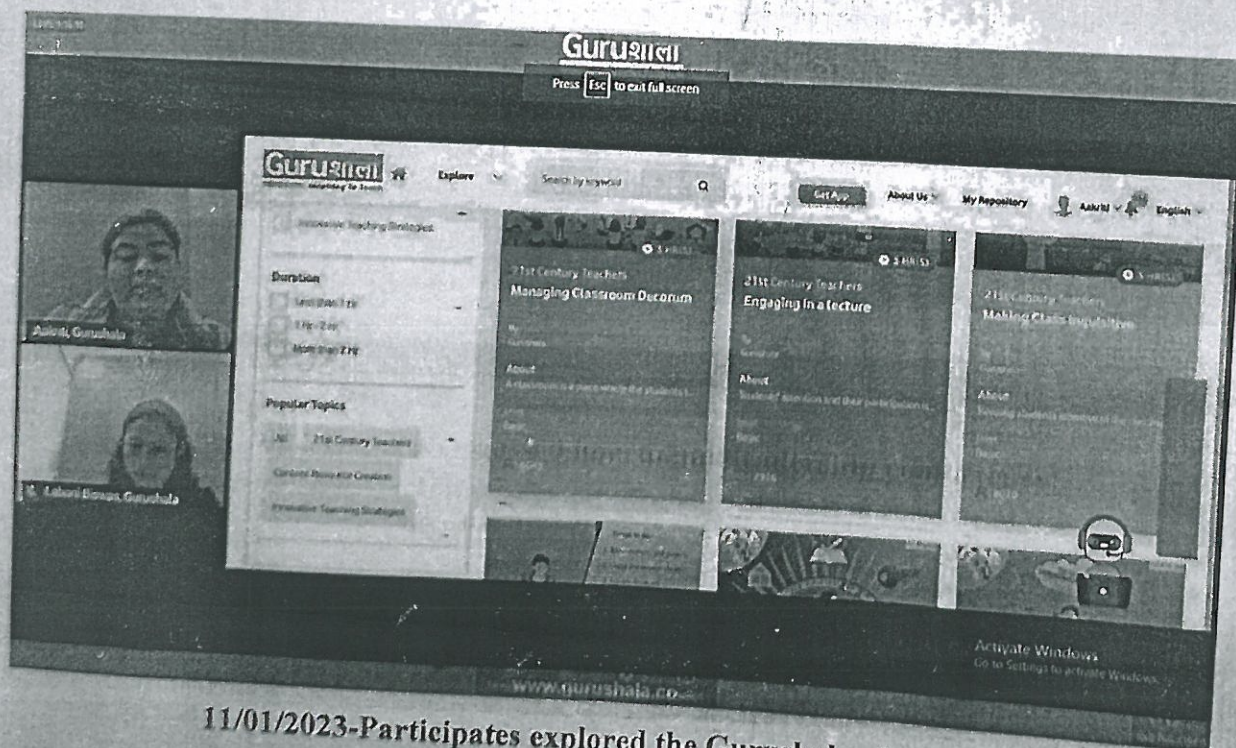
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11/01/2022-Experts discussed how to link leadership competency.



11/01/2023-Participants explored the Gurushala platform.

Page 11/1/23  
11-1-23

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Lavie Anand  
(Dean)  
11/01/23  
Registrar

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LIVE 30:30

GURUJIT

... ACTIVITY TIME !

Fastest Fingers First

What strategies do you use in your daily life to enhance these skills?

Type your answers in the comment section and share with us

Shabana Aslam  
ICT tools

0:14

www.gurushala.co

11/01/2023- Students were asked to take part in the activity.

Report prepared by	<i>Pooja</i> 11/1/23 Dr. Pooja Verma
Report verified by Event Coordinator	<i>Pooja</i> 11/1/23 Dr. Pooja Verma, Dr. Shabia Subuhi
Report Seen by Dean / Club Coordinator / Activity Coordinator/ IQAC Director / Registrar	<i>Tania Gupta</i> 11/1/23 Prof. Tania Gupta, Dean. SOED.

*Jmd*  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

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School of Education (SOED)  
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**K.R. MANGALAM UNIVERSITY**  
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**NOTICE**

**SCHOOL OF AGRICULTURAL SCIENCES**

**ACADEMIC SESSION 2022-23**

KRMU/SOAS/Notice/2022-23/27

Date- 26/03/2023

**Lecture on Personality Development for Students**

School of Agricultural Sciences is organizing a lecture on Personality development for students on 3<sup>rd</sup> April, 2023 in room no. C-305, where the students will learn how to effectively communicate with others using different context, imbibe self-confidence, maintain a positive attitude and outlook, stay motivated. All the students are encouraged to participate in this.

Dean

SOAS

*[Signature]*  
27/3/23

*[Signature]*

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**K.R. MANGALAM UNIVERSITY**  
THE COMPLETE WORLD OF EDUCATION  
Gurugram, Delhi-NCR



# School of Agricultural Sciences

organizes

## LECTURE

on

## PERSONALITY DEVELOPMENT

SOFT SKILLS

Date: 03 April, 2023

Timings: From 1:30 pm onwards

Venue: Room no. 305,

Block C, SOAS, KRMU

### RESOURCE PERSON



**Dr. Ruchika Yadav**  
Certified Heartfulness Trainer &  
Professor at SOMC, KRMU



**Dr. Meenakshi Gujral,**  
Associate Professor  
SOMC, KRMU

### OTHER FACULTY INVOLVED

S.S. Sharma, Ms. Priyanshu Choubey

### FACULTY COORDINATOR

Dr. Neha Sharma, Ms. Akanksha Sharma

University Gurugram Campus: ☎ 011-48884888 / 8800697010-15 📞 8800697012

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Sohna Road, Gurugram, (Haryana)



## Attendance

General



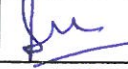

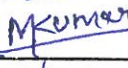
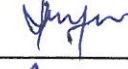


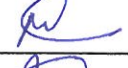
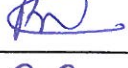
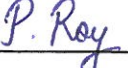


Lecture on Personality Development					
Date: 03.04.2023			Venue: Room no. 305, C Block, SOAS		
School of Agricultural Sciences					
Sr No.	Roll Number	Student Name	Program Name	Program Code	Signature
01	2013820005	Poonam	B.Sc.(H) Ag <sup>(3-Year)</sup>		Poonam
02	2013820001	Sheetal	"		Sheetal
03	2013820009	Aamir	"		Aamir
04	2013820002	Abhishek	"		Abhishek
05	2013820010	Karuna	"		
06	2013820012	Parul	"		
7	211380022	Rihan	2nd year		Rihan
8	2113820014	Yogesh	"		Yogesh
9	2113820009	Gouram	"		Gouram
10	2113820010	Dishant	B.Sc.(H) Agri 2 <sup>nd</sup> year		Dishant
11	2113820020	Mayank	B.Sc.(H) Agri 2 <sup>nd</sup> year		Mayank
Verified by: Dr. Neha Sharma, Ms. Akanksha Sharma Signature: Date: 03.04.2023					


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## Attendance

### General

Lecture on Personality Development					
Date: 03.04.2023			Venue: Room no. 305, C Block, SOAS		
School of Agricultural Sciences					
Sr No.	Roll Number	Student Name	Program Name	Program Code	Signature
12.	2113820008	Senal Goyal			
13.	2113820003	Abdul Badir			
14.	2213820005	Sakshi Sneha	I <sup>st</sup> year		
15.	2213820015	Riddhi Nigam	B.Sc(H) Ag. 1 yr		
16.	2213820009	Mohit Kumar	B.Sc(H) Ag I <sup>st</sup> yr		
17.	2213820006	Sagar	11		
18.	2213820007	Arshad Khan	11		
19.	2213820013	Harsh Chaudhary	11		
20.	2213820014	Muskeem	11		
21.	2213820016	Divesh	11		
22.	2213820004	Prachin	11		
Verified by: Dr. Neha Sharma, MS. Ankusha Sharma Signature:   Date: 03.04.2023					

  
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# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

Report on

### Lecture on Personality Development

**Date:** 03<sup>rd</sup> April, Monday 2023.

**Venue:** Room No. – 305, Block C KRMU Campus

**Event Type:** Lecture

**Mode of Activity:** Offline

**Target Group:** Students of SOAS

**Coordinators:** Ms. Akanksha Sharma  
Dr. Neha Sharma

**Organized by:** School of Agricultural Sciences

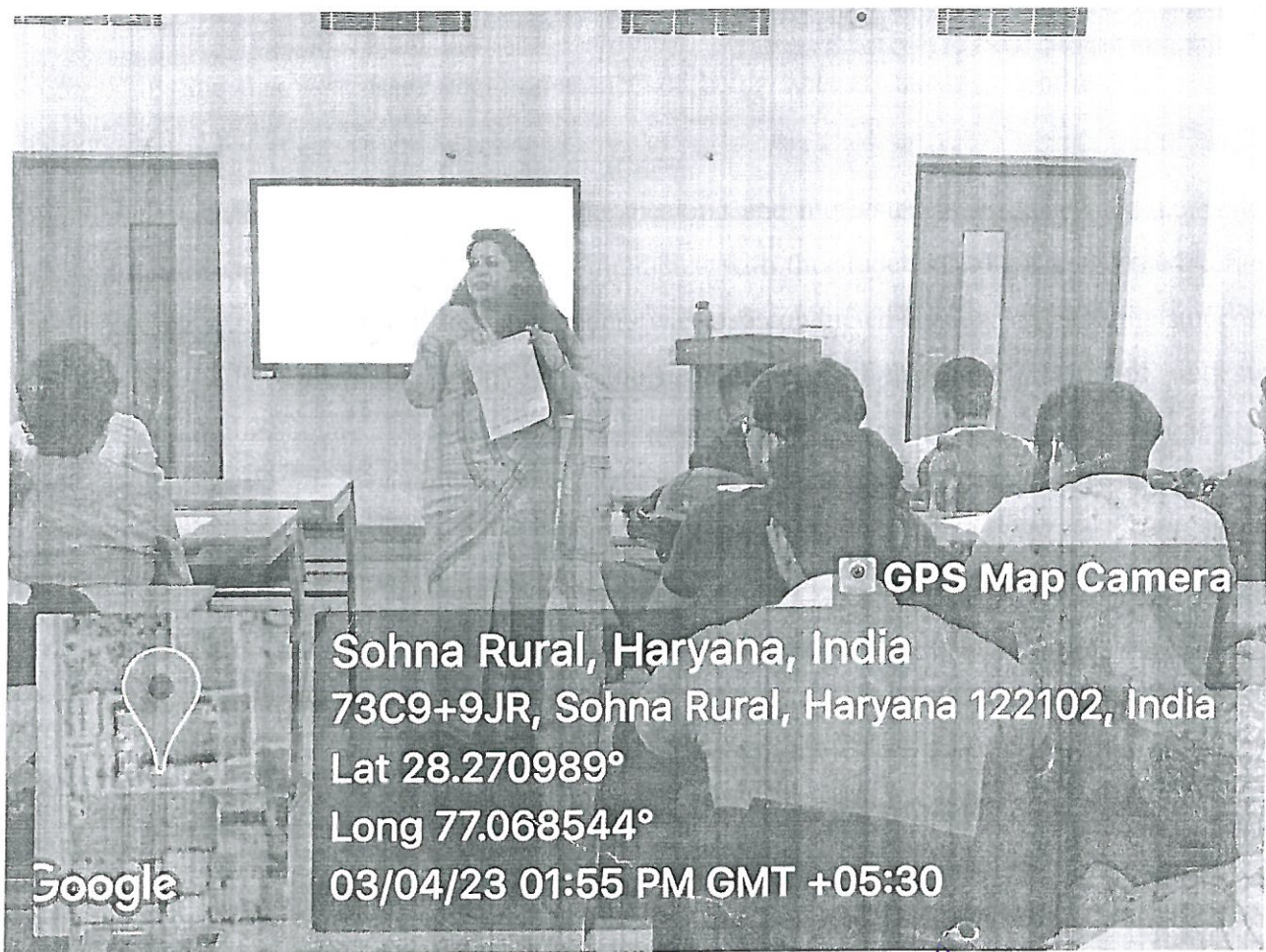
**Number of Participants:** 22

A lecture on Personality development (Soft skills) by motivational speaker Dr. Meenakshi Gujral and Dr. Ruchika was arranged on 3<sup>rd</sup> April 2023 in Room No. – 305, Block C KRMU Campus for the students of B.Sc. (Hons.) Agri. The main aim was to develop confidence in students and improve their communication skills. This session was taken for students to make them understand the importance of Public Speaking and develop stage daring as well. The lecture was conducted by a professional development coach Dr. Meenakshi Gujral and Dr. Ruchika Yadav in order to equip students with the knowledge and skills necessary for success in the workplace. The speaker discussed the importance of soft skills such as communication, teamwork, problem-solving, and conflict resolution as well as self-confidence, leadership, and emotional intelligence. The speaker began by emphasizing the importance of communication, both verbal and written. They discussed the need to be able to clearly express one's thoughts and ideas in order to be effective in the workplace. She also discussed the importance of active listening, allowing the speaker to feel heard and understood. Next, the speaker discussed the importance of teamwork. She emphasized the need for individuals to be able to collaborate, delegate, and motivate others in order to be



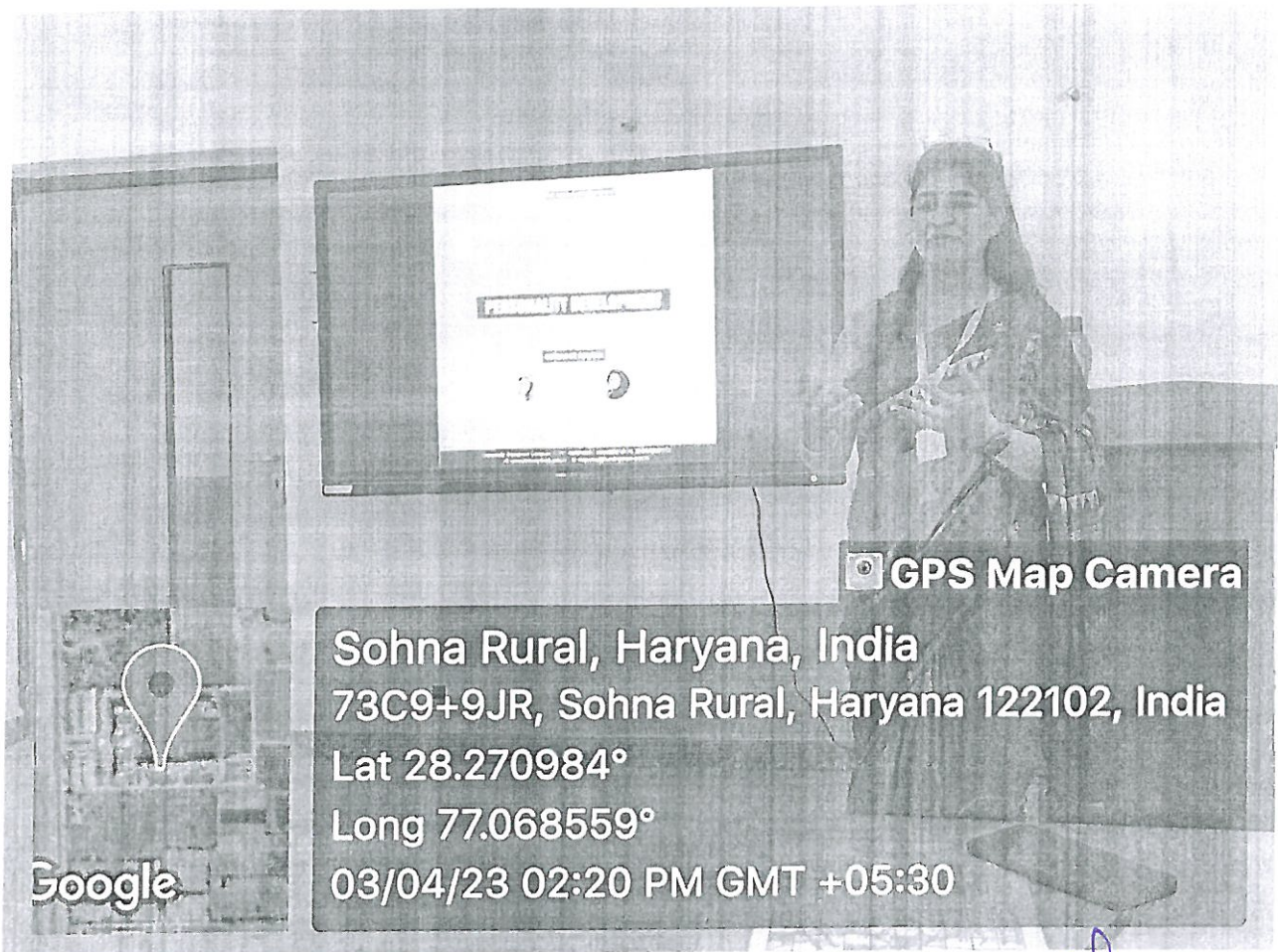
successful. She also discussed the importance of being able to manage conflict and resolve disputes in the workplace.

She emphasized on the importance of public speaking and motivated the students for the same. She conducted various short activities. She interacted with the students and answered the queries of the student. An activity of snakes and ladders was also conducted at the last where the students had to make a list of all the positive and the negative part of their lives. A lot of students benefitted from this lecture.



*Jmt*  
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GPS Map Camera

Sohna Rural, Haryana, India

73C9+9JR, Sohna Rural, Haryana 122102, India

Lat 28.270984°

Long 77.068559°

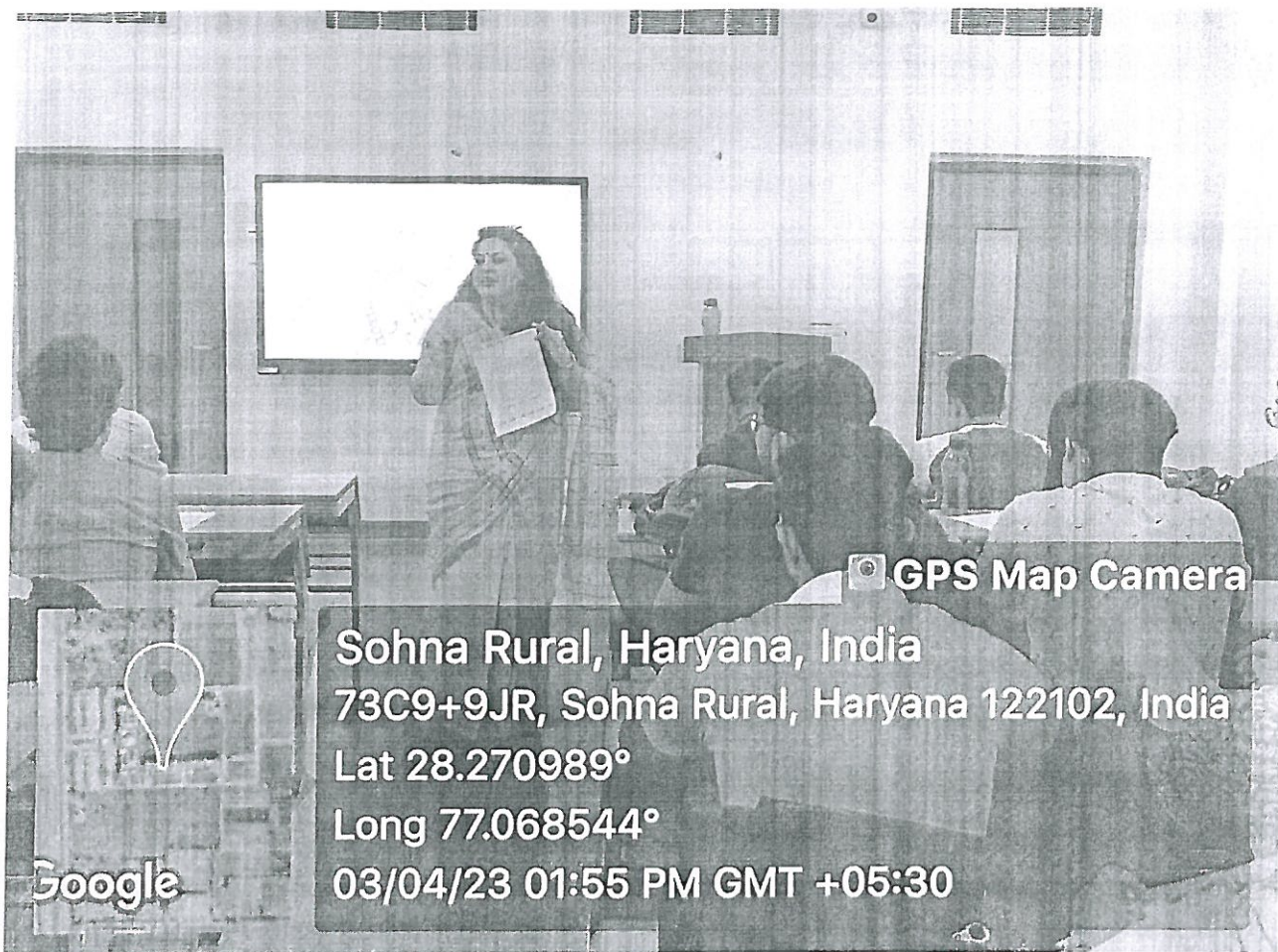
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*Jmf*

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GPS Map Camera

Sohna Rural, Haryana, India

73C9+9JR, Sohnna Rural, Haryana 122102, India

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Long 77.068544°

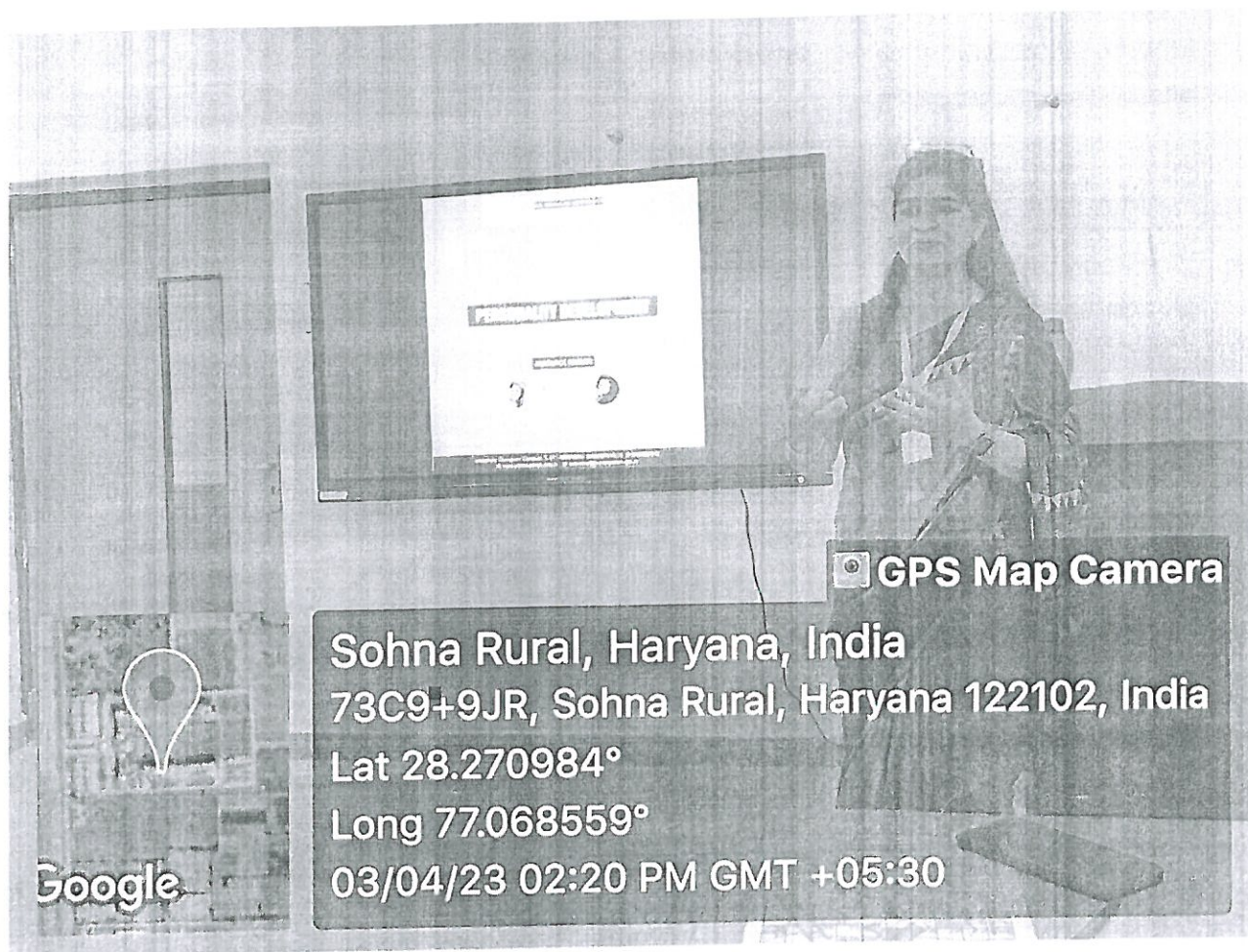
03/04/23 01:55 PM GMT +05:30

Google

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Sohna Road, Gurugram, (Haryana)





Report prepared by	Ms. Akanksha Sharma
Report verified by Event Coordinator	Dr. S.S Sharma
Report Seen by Dean/Club Coordinator/Activity Coordinator	Dr. S.S Sharma, Dean Dr. Neha Sharma Ms. Akanksha Sharma
Report Seen by IQAC OFFICE	Dr. Shikha Dutt Sharma

  
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 School of Agriculture Sciences (SOAS)  
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 Sohna road, Gurugram  
 Haryana 122103  
 IQAC  
 K.R. Mangalam University  
 Sohna Road, Gurugram-122103





# K.R. MANGALAM UNIVERSITY

## THE COMPLETE WORLD OF EDUCATION

### School of Hotel Management & Catering Technology Academic Session 2022-23


SOHMCT/Notice/2022-23/28

12<sup>th</sup> April 2023

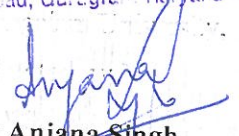
### NOTICE

#### "Dining Etiquette Workshop"

1. School of Hotel Management and Catering Technology, K. R. Mangalam University, Gurugram, held a workshop on "Dining Etiquette Workshop" facilitated by Ms. Arushi Chadha, on 9:00 am at Swagat Restaurant on 19th April 2023.
2. The details of the workshop are enclosed in the flyer.
3. All the SOHMCT students are invited to participate and learn in the event.

  
Ms. Arushi Chadha  
Event Co-ordinator

DEAN  
School of Hotel Management &  
Catering Technology (SOHMCT)  
K.R. Mangalam University  
Sohna Road, Gurugram, Haryana 122103

  
Dr Anjana Singh  
Dean, SOHMCT

  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

DEAN  
School of Hotel Management &  
Catering Technology (SOHMCT)  
K.R. Mangalam University  
Sohna Road, Gurugram Haryana 122103





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School of Hotel Management & Catering Technology  
organizes

# WORKSHOP

on

## DINNING ETIQUETTES

19th April 2023

Swagat Restaurant



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Report on

**"Dining Etiquette Workshop"**

**Date:** 19<sup>th</sup> April 2023, Wednesday.

**Venue:** Swagat Restaurant, C Block Ground Floor

**Event Type:** " Dining Etiquette Workshop ",

**Mode of Activity:** Offline

**Target Group:** SOHMCT Students

**Resource Person (if any):** Nil

**Coordinators:** Ms. Arushi Chadha (Assistant Professor)

**Organized by:** School of Hotel Management and Catering Technology

**Number of Participants:** 6

School of Hotel Management and Catering Technology, K. R. Mangalam University, Gurugram, held a workshop on "Dining Etiquette Workshop" facilitated by Ms. Arushi Chadha, at Swagat Restaurant on 19th April 2023.

In this workshop, the students were taught the basic rules of dining etiquette and they learned the skills to apply these rules to professional dining situations. It aimed to provide students with the knowledge, self-confidence, and skills needed for a successful social and business life.

Topics covered were the value of practicing good table manners, attire in formal dining, body language in the dining atmosphere, meet and greet, table setting, navigating and usage of cutlery, crockery, and glassware on the table, ordering the dishes and how to eat in a formal atmosphere.

This workshop strengthened the overall dinning development of each and every student developing their social and self-management skills.

**Outcomes of workshop** consists of various learning outcome. Mock drill was done by students in which students have done table setup by elaborating various cutlery, crockery, and glassware. They have navigating different cutlery, crockery, glassware and demonstrated their usage too for designated food and beverages.

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DEAN  
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K.R. Mangalam University  
Sohna Road, Gurugram Haryana 122001



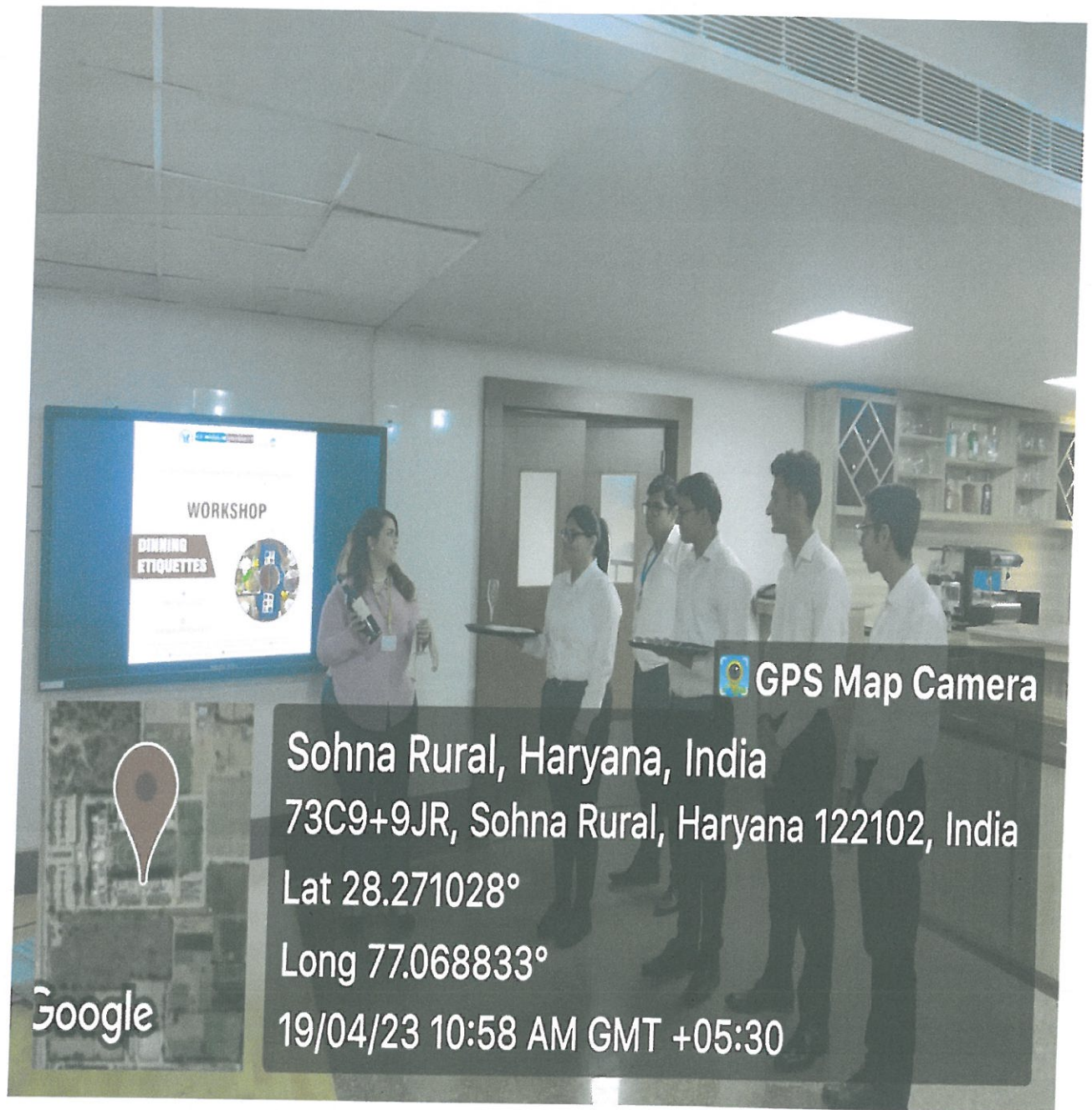


Photo 1: All SOHMCT students were attending workshop facilitated by Ms. Arushi Chadha, Assistant Professor, SOHMCT.

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Sohna road, Gurugram Haryana 122103



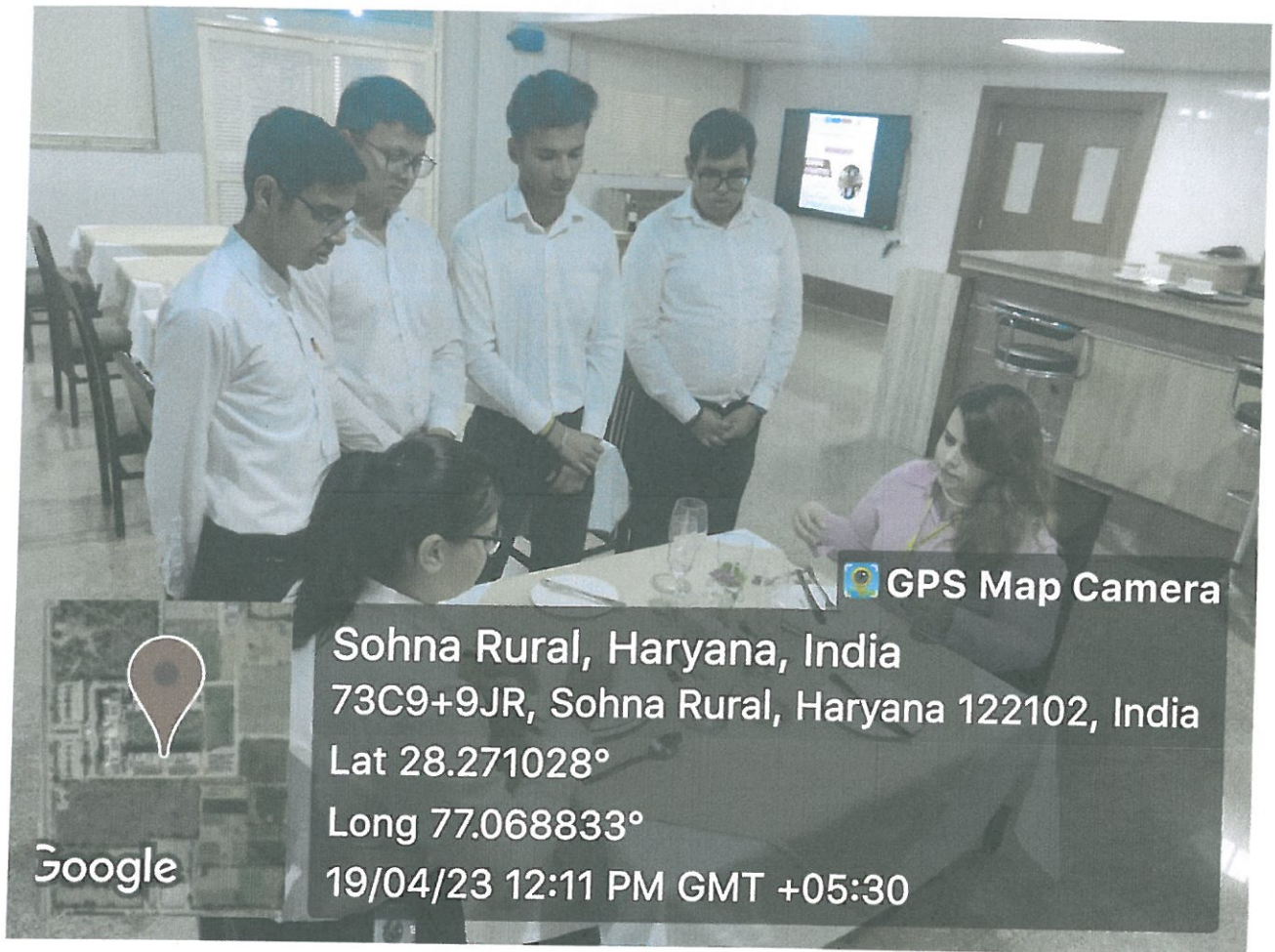


Photo 2: SOHMCT students practicing dining etiquette learned in workshop.

Report prepared by	Ms. Arushi Chadha	
Report verified by Event Coordinator	Ms. Arushi Chadha	
Report Verified by Dean	Dr. Anjana Singh,	
Report verified by IQAC	Dr. Shikha Dutt Sharma	

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## Attendance


[illegible]

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DEAN  
School of Hotel Management &  
Catering Technology (SOHCT)  
K.R. Mangalam University  
Sohna road, Gurugram Haryana 122463




Verified by: Ms Arushi Chadha  
Signature:   
Date: 19/04/2023

  
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K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)


DEAN  
School of Hotel Management &  
Catering Technology (SHMCT)  
K.R. Mangalam University  
Sohna road, Gurugram, Haryana 122103



# Dining Etiquette Workshop

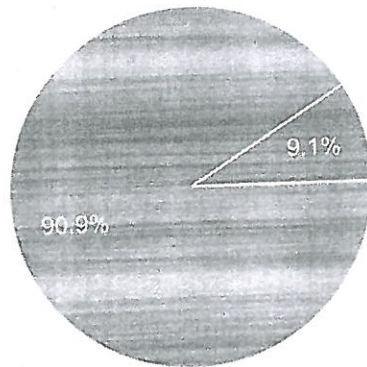
11 responses

Publish analytics

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Have you attended the workshop?

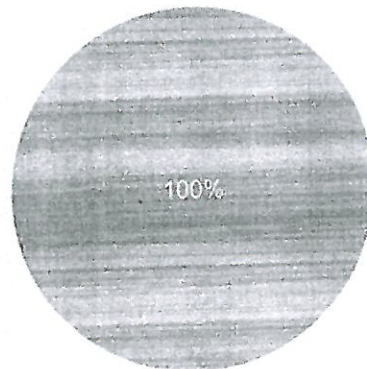
11 responses



● Yes  
● No

Are you satisfied with the workshop?

10 responses

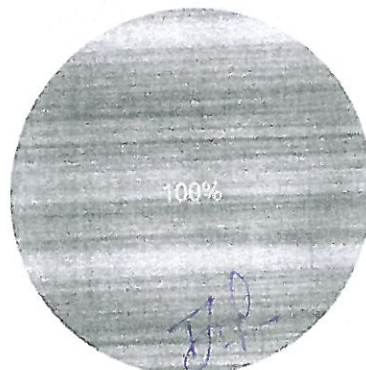


● Yes  
● No


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Will you implement the Dining Etiquette future?

10 responses



● Yes  
● No

 Copy

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Sohna Road, Gurugram, Haryana 122003



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Reference: KRMU/Event/2022-23/**SMAS/246**

Date :27/05/2023

**NOTICE**

This is to inform you that School of Medical and Allied Sciences is organizing an Intra-School event on **"Workshop on soft skills in Health care"** to commemorate professionalism among students on **31.05.2023, Wednesday**. In today's competitive world, soft skills have become essential for personal and professional success. Effective communication, leadership, teamwork, time management, and problem-solving are just a few examples of the soft skills that can significantly impact our lives. This workshop will provide participants with practical insights and tools to develop and improve these skills. Additionally, the workshop will shed light on the importance of maintaining good health and adopting a holistic approach to well-being. Topics such as nutrition, exercise, stress management, mental health, and work-life balance will be covered to empower participants with the knowledge and strategies to lead a healthier lifestyle. The workshop will feature interactive sessions, expert presentations, group activities, and discussion, ensuring an engaging and enriching learning experience. Participants will have the opportunity to connect with like-minded individuals, share experiences, and gain valuable insights from industry experts. **The venue for the event is Seminar Hall, A-213 from 11:00 am onwards.**

*Hemachaudhary*  
29/05/2023  
Dean

Prof. (Dr.) Hema Chaudhary

**Event Coordinator**

Ms. Ankita Samuel (PT) *Ankita*

Mr. Gurpreet Singh (PT) *Gurpreet*

Mr. Debashish Paramanick

*Jmp*

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**School of Medical & Allied Sciences**  
*Organizes*

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# WORKSHOP

on

## SOFT SKILLS IN HEALTH CARE

Date: 31st May, 2023 | Time: 11:00 A.M. Onwards | Venue: A-213

**Coordinators:**

Dr Ankita Samuel (PT)

Dr Gurpreet Singh (PT)

Mr Debashish Paramanick

**Faculty, SMAS**

**Student Co-ordinators:**

Harsh Raj

**Resource Person**  
Dr. Padmini Kaul



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भूतं कुरुते  
ONE EARTH - ONE FAMILY - ONE FUTURE



**K.R. MANGALAM UNIVERSITY**  
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Report on  
**Workshop on Soft Skills in Health Care**

**Date:** Friday, 31<sup>st</sup> May 2023.

**Venue:** Room No. A-213, A Block, K.R. Mangalam University.

**Event Type:** Intra-School

**Mode of Activity:** Offline

**Target Group:** B. Pharm, BPT students,

**Resource Person (if any):** Dr. Padmini Kaul

**Coordinators:** Ms. Ankita Samuel, Mr. Gurpreet Singh and Mr. Debashish Paramanick,

**Organized by:** School of Medical & Allied Sciences

**Number of Participants:** 72

**Attendance as Annexure:** 1

### **Introduction**

The School of Medical & Allied Sciences (SMAS) at K. R. Mangalam University, Gurugram, organized a one-day workshop on "Soft Skills in Healthcare" on 31st May 2023. The workshop aimed to equip participants from the Physiotherapy and Pharmacy departments with essential soft skills to enhance their professional capabilities and improve patient care. Dr. Padmini Kaul delivered keynote presentations on various aspects of soft skills in healthcare. The presentations covered topics such as effective communication, empathy in patient care, teamwork, and leadership development. The workshop concluded with a closing session that summarized the key learnings and outcomes of the day. The workshop coordinator expressed gratitude to the participants, speakers, and organizers for their valuable contributions.

### **Objectives**

1. To raise awareness about the importance of soft skills in the healthcare sector.

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2. To provide practical knowledge and tools to improve communication, empathy, teamwork, and leadership skills.
3. To facilitate networking and knowledge-sharing among participants.

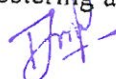
### Outcomes

- Increased Awareness:** The workshop successfully increased participants' awareness of the significance of soft skills in healthcare. Attendees recognized that soft skills are essential for effective communication with patients, building trust, and delivering high-quality care.
- Enhanced Communication Skills:** Participants gained valuable insights into effective communication techniques. They learned how to actively listen, use non-verbal cues, and tailor their communication to different patient demographics and cultural backgrounds. The workshop emphasized the importance of empathy, compassion, and clear communication in creating a positive patient experience.
- Improved Teamwork and Collaboration:** The workshop emphasized the significance of teamwork and collaboration in healthcare settings. Participants engaged in group activities and case studies that highlighted the benefits of effective teamwork. They learned how to work efficiently in multidisciplinary teams, foster a collaborative environment, and resolve conflicts constructively.
- Leadership Development:** The workshop provided healthcare professionals with tools to enhance their leadership skills. Participants explored different leadership styles and learned how to lead by example, inspire others, and promote a culture of continuous improvement within their healthcare organizations. They gained insights into effective decision-making, problem-solving, and delegation.
- Networking and Knowledge-Sharing:** The workshop facilitated networking opportunities for healthcare professionals from diverse backgrounds. Participants had the chance to exchange experiences, ideas, and best practices in soft skills development. The networking sessions fostered a sense of community among attendees and encouraged ongoing collaboration beyond the workshop.

At the end of the session students were asked to discuss and demonstrate the use of Soft skills in different life case scenarios eg. In hospital, as a student etc

### Conclusion:

The "Workshop on Soft Skills in Healthcare" successfully raised awareness about the importance of soft skills in the healthcare sector. Participants gained practical knowledge and tools to enhance their communication, teamwork, leadership, and overall patient care. The workshop provided a platform for networking and knowledge-sharing, fostering a community of healthcare



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Photo 1- Resource Person Dr. Padmini delivering lecture

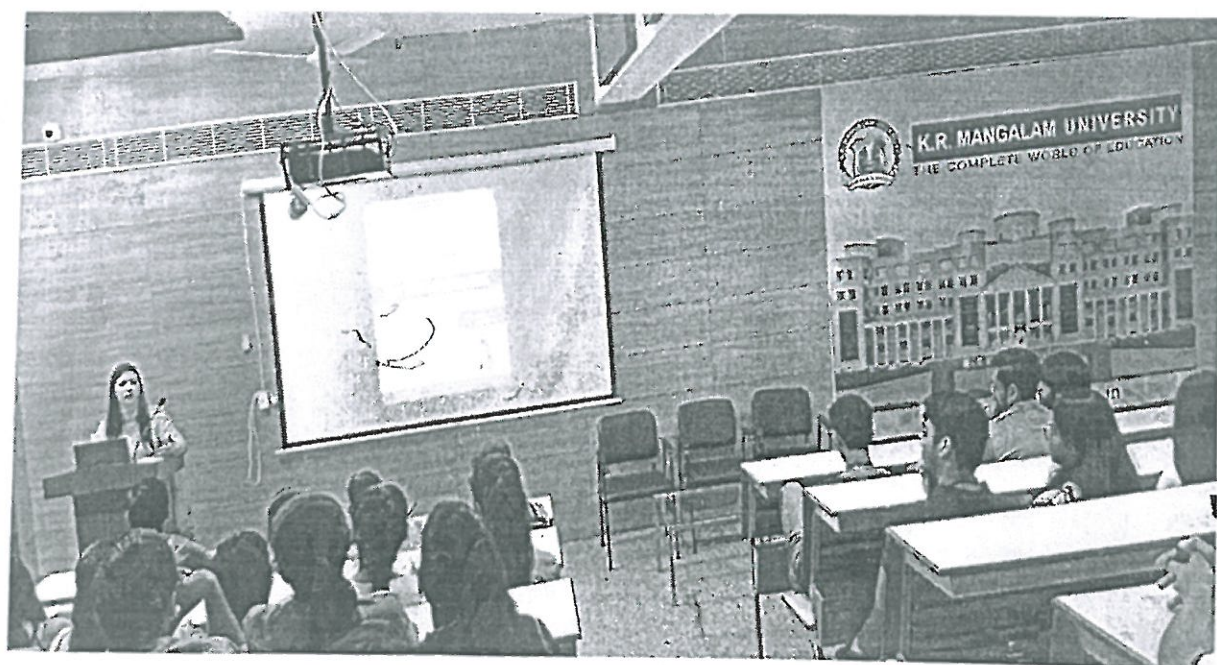


Photo 2- Dr. Padmini and Students

*[Signature]*  
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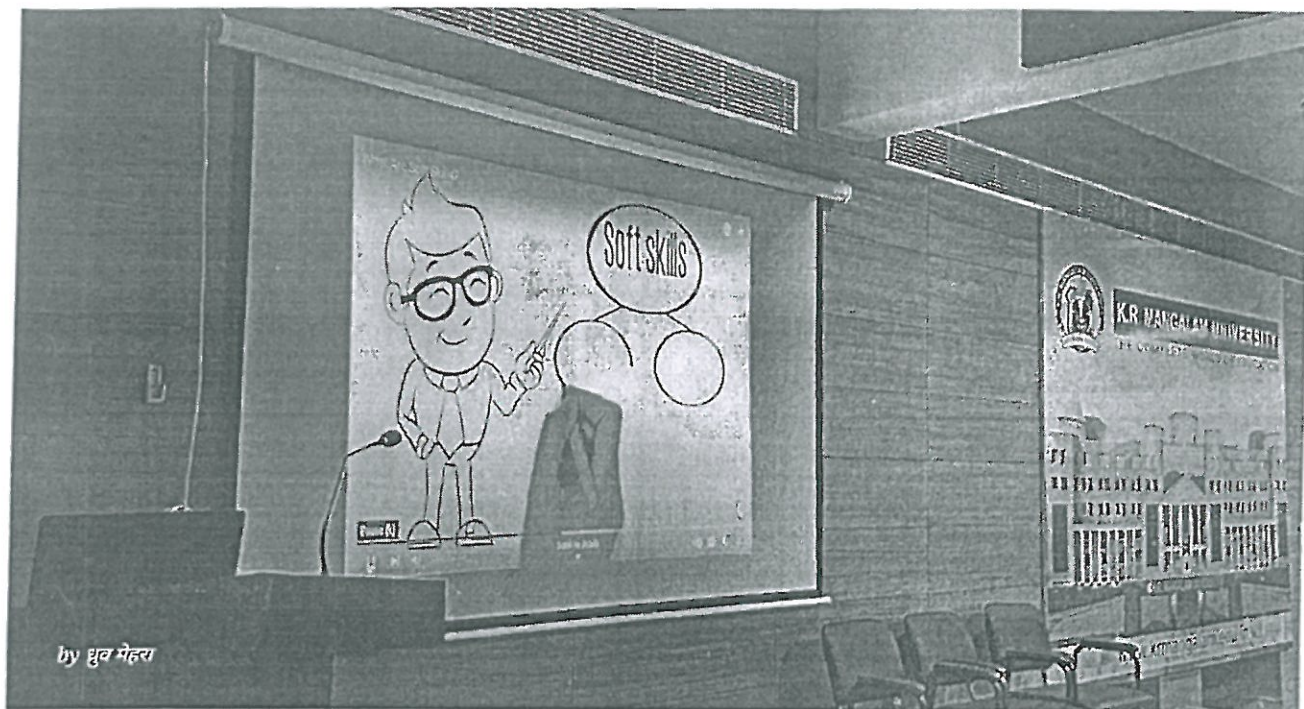


Photo 3- Videos on soft skills

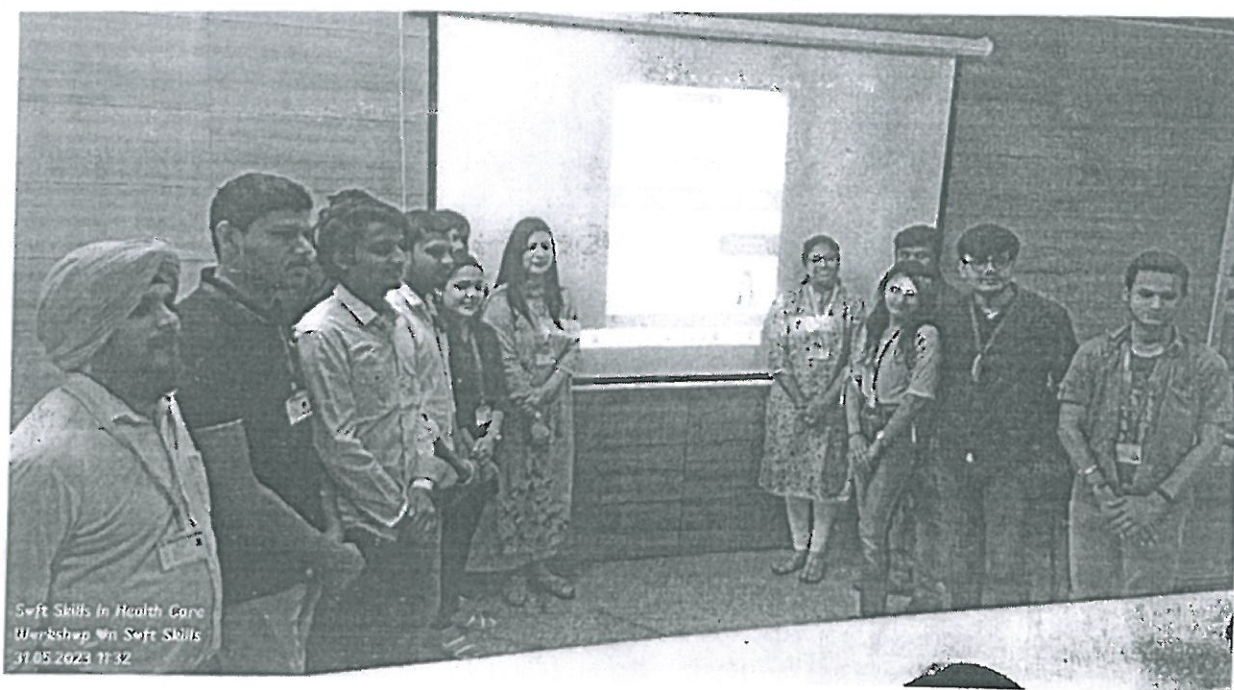


Photo 4- Group Photo

*[Handwritten Signature]*

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Sohna Road, Gurugram, (Haryana)

Report prepared by	Ms. Ankita Samuel (PT), Mr. Gurpreet Singh (PT) <i>Ankur</i> Mr. Debashish Paramanick
Report verified by Event Coordinator	Ms. Ankita Samuel (PT) <i>Ankita</i> Mr. Gurpreet Singh (PT) Mr. Debashish Paramanick
Report verified by Dean	Dr. Hema Chaudhary <i>Hema Chaudhary</i>
Report verified by IQAC Office	Dr. Shikha Dutt Sharma <i>Shikha</i>

**IQAC**  
K.R. Mangalam University  
Sohna Road, Gurugram-122103

*[Signature]*  
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**School of Medical & Allied Sciences**  
*Organizes*

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# WORKSHOP

on

## SOFT SKILLS IN HEALTH CARE

**Date: 31st May, 2023 | Time: 11:00 A.M. Onwards | Venue: A-213**

**Coordinators:**

Dr Ankita Samuel (PT)

Dr Gurpreet Singh (PT)

Mr Debashish Paramanick

**Faculty, SMAS**

**Student Co-ordinators:**

Harsh Raj

**Resource Person**

**Dr. Padmini Kaul**



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# SCHOOL OF MEDICAL AND ALLIED SCIENCES- "Workshop on Softskills in Healthcare"

D	Start time	Name of the participant	Enrollment no.	Phone number	E-mail ID	Was the Event informative	Do you think soft skills are important in your profession?	How satisfied are you with the Resource person?	Do you want to be organised in the future?	Suggestions if any
1	5-31-23 11:40:31	Dhruv Mehra	1904130002	98135 06637	Dhruvmehra05@gmail.com	Yes	Yes	4	Yes	No
2	5-31-23 11:40:31	Dharna Kamra	1904130004	9416427511	dharnakamra2000@gmail.com	Yes	Yes	5	Yes	No such suggestion
3	5-31-23 11:35:50	Anshika	2104130026	9213708737	anshikagulat2003@gmail.com	Yes	Yes	5	Yes	No
4	5-31-23 11:41:46	Sourav Kundu	1904130005	9416918370	Sourabhkundu2@gmail.com	Yes	Yes	4	Yes	Nothing
5	5-31-23 11:42:03	Aanchal Sharma	1904130003	7042599752	draanchal02@gmail.com	Yes	Yes	5	Yes	Create such more events
6	5-31-23 11:42:36	Harshit	1904130001	9971035834	harshitkumar89638@gmail.com	Yes	Yes	4	Maybe	More sessions
7	5-31-23 11:42:32	Harsh Raj	2004130006	6206044262	harsh345@gmail.com	Yes	Yes	5	Yes	No
8	5-31-23 11:42:45	Richa	2104130010	6299484904	richakumari05072003@gmail.com	Yes	Yes	3	Yes	No
9	5-31-23 11:43:25	Mitali	2104130001	9034691745	aggarwalmona838@gmail.com	Yes	Yes	4	Yes	Not required
10	5-31-23 11:45:06	Mohit Panchal	2204130041	9306433432	mohitpanchal20july@gmail.com	Yes	Yes	5	Yes	Always focus in soft skills
11	5-31-23 11:47:42	Renu	2204130007	7002672738	rg288264@gmail.com	Yes	Yes	5	Yes	Nothing
12	5-31-23 11:49:25	Shruti Kumari	2204130043	7982134118	kumarishruti0409@gmail.com	Yes	Yes	5	Yes	No
13	5-31-23 11:45:14	Monika	2204130011	9818029329	monikatanwar112@gmail.com	Yes	Yes	4	Yes	Nothing
14	5-31-23 11:48:06	Pooja Yadav	2204130009	8295056039	poojayadav3488@gmail.com	Yes	Yes	3	Yes	They should use the best example for understand the participants
15	5-31-23 11:49:15	Taniya	2204130014	8571928725	ytaniya42@gmail.com	Yes	Yes	5	Yes	Nothing
16	5-31-23 11:51:47	Bharti	2104130011	9306091179	ggmraobharti@gmail.com	Yes	Yes	5	Yes	No
17	5-31-23 11:51:53	Bharti	2104130011	9306091179	ggmraobharti@gmail.com	Yes	Yes	5	Yes	No
18	5-31-23 11:52:51	Deepanshu	2204130040	9728591583	deepanshuyadavambab6@gmail.com	Yes	Yes	5	Yes	Yes
19	5-31-23 12:20:28	Anushka Singh	2204130037	9971077940	anushkasingh66155@gmail.com	Yes	Yes	4	Yes	Nothing
20	5-31-23 12:21:29	Richa Ghosh	2204121110	9354765262	Richaghosh1928@gmail.com	Yes	Yes	3	Maybe	No
21	5-31-23 12:23:17	Swati	2204121109	7738538209	swati2742004@gmail.com	Yes	Yes	3	Maybe	No
22	5-31-23 12:34:31	Harsh Dhatwalia	2104120004	8968896258	sharshdhatwalia5402@gmail.com	Yes	Yes	3	Yes	No
23	5-31-23 14:32:00	Piyush	2204130004	8527963750	1908piyushsingh@gmail.com	Yes	Yes	5	Yes	Yes we need this type of workshop
24	5-31-23 14:31:55	Sumit kumar	2204130003	8448972692	SK4827156@gmail.com	Yes	Yes	5	Yes	
25	5-31-23 14:32:54	Sneha mishra	2204130019	7830416608	Sneha.mishra0@gmail.com	Yes	Yes	5	Yes	Yes
26	5-31-23 14:47:30	Divesh malik	2204130058	9911341020	diveshmalik2004@gmail.com	Yes	Yes	5	Yes	Nil
27	5-31-23 14:47:35	Mehwish Anwar	2204130028	9310145125	bushraanwar02@gmail.com	Yes	Yes	5	Yes	Ofcourse
28	5-31-23 14:47:54	Anuj Patel	2204130008	8168565359	gujararaju85@gmail.com	Yes	Yes	2	Maybe	A
29	5-31-23 14:47:30	Abhishek Gupta	2204130017	7656221345	abhi030305@gmail.com	Yes	Yes	2	Maybe	No
30	5-31-23 14:47:36	Sher Singh	2204130002	9289219742	ss4758517@gmail.com	Yes	Yes	4	Yes	Of course
31	5-31-23 14:50:13	Aman Chhillar	2204130012	9518222935	sarpanchhillar@gmail.com	Yes	Yes	5	Yes	-

*Handwritten signature*



32	5-31-23 14:48:26	Anushree Srivastava	2204130030	7838040075	toshi.srivastava2003@gmail.com	Yes	Yes	3	Yes	N/A
33	5-31-23 14:51:19	Navjeet	2204130006	95885 68188	Raghavnavjeet0077@gmail.com	Yes	Yes	5	Yes	
34	5-31-23 18:07:40	Himanshu Aggarwal	2204130001	8076640088	hk9871919539@gmail.co	Yes	Yes	4	Yes	It's good
35	5-31-23 23:14:27	Sujata Samal	2204130021	9310032655	sujatasamal2244@gmail.com	Yes	Yes	2	Yes	No

*[Signature]*

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K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

*[Signature]*

*[Signature]*

#### 4. E-mail ID

35  
Responses

Latest Responses

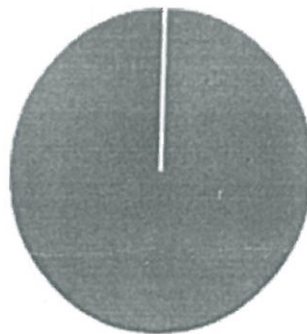
"sujatasamal2244@gmail.com"

"hk9871919539@gmail.com"

"Raghavnavjeet0077@gmail.com "

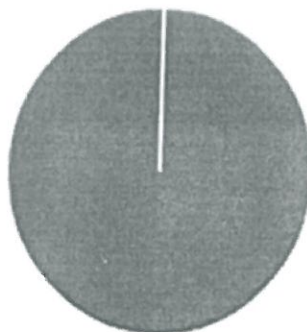
#### 5. Was the Event informative

● Yes	35
● No	0



#### 6. Do you think soft skills are important in your profession?

● Yes	35
● No	0
● Maybe	0



  
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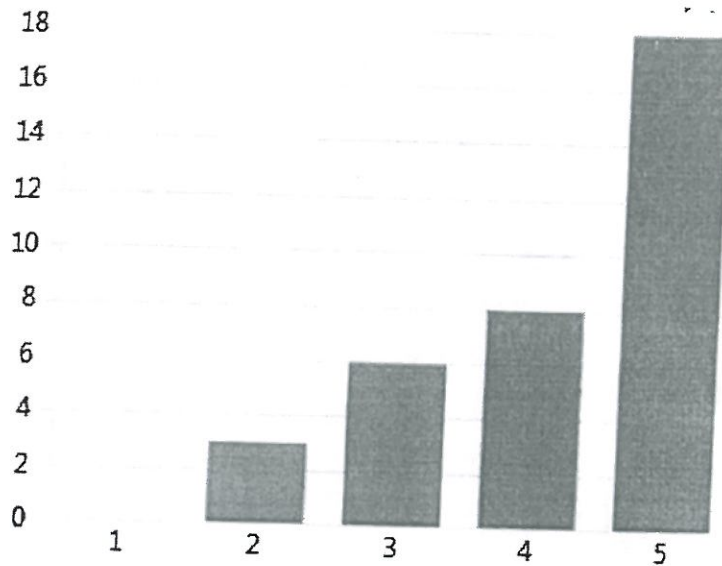
  
Anshu



7. How satisfied are you with the Resource person?

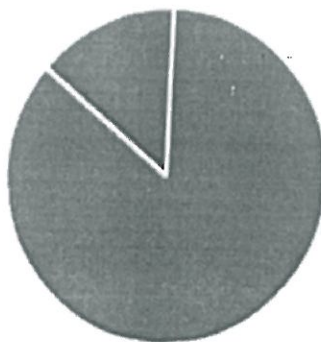
4.17

Average Rating



8. Do you want to such events to be organised in the future?

Yes	30
No	0
Maybe	5



*[Signature]*  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

*[Signature]*  
Ankita

9. Suggestions if any

35  
Responses

Latest Responses

"No"

"It's good "

" — "

2 respondents (6%) answered **Yes** for this question.

course      Ofcourse      sessions      participant  
Not required      best example      **Yes**      soft skills  
Create such more events      Nil      type of w



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School of Medical and Allied Science  
Workshop on soft skill & Health-care awareness  
Attendance Sheet

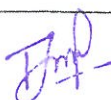
S. No	Name of Student	Mobile No.	Email Id	Sign
1	Nazab	9817369813	Nazabhas6913hazab has6913@gmail.com	Nazab
2	Umar	9813212012	umadumad1544 86@gmail.com	Umar
3	Arbaaz	8053407545	arbaazkhan708 khan708@gmail.com	Arbaaz
4	Rahil	9518167840	Rahilbhatnagar5546 bhatnagar5546@gmail.com	Rahil
5	Anshika	9213708737	anshikakapilati doo3@gmail.com	Anshika
6	Shambhavi	7982478002	shambhavi729@ gmail.com	Shambhavi
7	Riya Rawat	8851827557	rawatrikpa1106 @gmail.com	Riya Rawat
8	Anshant Pandey	8468082685	anishompandey 1008@gmail.com	Anshant
9	Rajji Shrivastava	8275008369	rajjiShrivastava @gmail.com	Rajji Shrivastava
10	Anushree Srivastava	7888040075	toshi. Srivastava 2003@gmail.com	Anushree
11	Santosh br Yadav	6201530782	gumansantosh 1806@gmail.com	Santosh Yadav
12	Aryan Gupta	8851475954	gupta32002 @gmail.com	Aryan
13	Anuj Patel	8108505359	anujrajput5@gmail.com	Anuj Patel
14	AMITESHWAR	7998478285	amiteshwar2016 @gmail.com	Amiteshwar

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Sohna Road, Gurugram, (Haryana)

Anita

School of Medical and Allied Science  
Workshop on soft skill & Health-care awareness  
Attendance Sheet

S. No	Name of Student	Mobile No.	Email Id	Sign
1	Jannvi	<del>7015168178</del> 7015168178	garvit.khatu, 1978@gmail.com	Jannvi
2	Yannika	7579027191	yannika1110@ gmail.com	Yannika
3	Eshika	8287352757	eshika0707 @gmail.com	Eshika
4	AMAN	9510222935	Sarpancham @gmail.com	Amn
5	SHUBHAM YADAV	7027784386	shubhamyadav 823335@gmail.com	Shubham
6	Divesh Malik	9911341020	diveshmalik2004 @gmail.com	Malik
7	Sourav Beniwal	7888901866	souravbeniwal68 @gmail.com	Sourav
8	Narjeet	9588568188	rajhansingh007 @gmail.com	Narjeet
9	Deepanshu	9728591583	deepanshuyadav lamba650 gmail.com	Deepanshu
10	Mohit Panchal	9306433432	mohitpanchal20 July@gmail.com	Mohit
11	Aakash	9518296534	akashraut840 @gmail.com	Aakash
12	Amit	7895302701	amitfomab@gmail.com	Amit

  
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 Sohna Road, Gurugram, (Haryana)

  
 Aakash



S. No	Name of Student	Mobile No.	Email Id	Sign
1	Himanshu Aggarwal	8076640088	hk9871919139@gmail.com	Himanshu
2	Sujata Samal	9310039655	sujatasamal994@gmail.com	Sujata
3	Sejal Singh	8076815158 <del>22041130013</del>	SejalSingh872001@gmail.com	Sejal
4	Jaywant	7294929213 <del>22041130025</del>	Jaywantm0602@gmail.com	Jaywant.
5	Abhishek	9973173321 <del>22041130017</del>	abhis303056@gmail.com	Abhishek
6	Pooja	8295056039 <del>22041130009</del>	Poojayadav3488@gmail.com	Pooja Yadav
7	Taniya	2204136014 <del>8571928725</del>	ytaniya42@gmail.com	Taniya
8	Shruti	<del>22041130048</del> 7982134118	Kumarshrutib0409@gmail.com	Shruti
9	Monika	9818029329	MoniKatarwan112@gmail.com	Monika
10	Sweta Gulania	9882019044	soetagulania41@gmail.com	Sweta
11	Sumit	8448972692	SK4827156@gmail.com	Sumit
12	Priyanka	8448599197	priyankapanshi425@gmail.com	Priyanka
13	Vaishnavi	9313787954	vaish18203@gmail.com	Vaishnavi
14	Tanisha	9999800717	tanishakhechoy@gmail.com	Tanisha
15	Nitu	6299893387	mituena08@gmail.com	Nitu
16	Anushka	9971077940	Anushka6615@gmail.com	Anushka
17	Renu	7002672738 <del>220411300</del>	rg288264@gmail.com	Renu
18	Mehak	8700038947	mehakbhamra9030@gmail.com	Mehak
19	Monika	9711421406	monigadav12nov@gmail.com	Monika
20	Tulsi	9968859358	tulsij2604@gmail.com	Tulsi

*[Signature]*

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*[Signature]*

*[Signature]*

School of Medical and Allied Science  
p on soft skill & Health-care awareness  
Attendance Sheet

[illegible]

Jul-

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Sohna Road, Gurugram, (Haryana)

*Julia*





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SCHOOL OF HUMANITIES  
ACADEMIC SESSION 2022-2023

NOTICE

SOFT SKILLS SESSION ON TIME MANAGEMENT

SOHS/Notice/2022-23/

26 April 2023

School of Humanities is organizing a Session on Time Management on 01/06/2023 for the SOHS Students in Even semester 2022-23.

This is mandatory for all the faculties and students from SOHS to be present there on time.

Venue: Room No.-A-213

Time: 01:25 PM

Event In charge

Mr. Rajiv Ranjan

Dean

Prof. (Dr.) Debasis Bhattacharya

Registrar

K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

DEAN  
School of Humanities (SOHS)  
K.R. Mangalam University  
Sohna road, Gurugram  
Haryana 122103

Website  
krmangalam.edu.in

Phone  
011-48884888

Address  
Sohna Road, Gurugram, Haryana  
122103



**K.R. MANGALAM UNIVERSITY**  
THE COMPLETE WORLD OF EDUCATION

**SCHOOL OF HUMANITIES**  
organises

# Soft Skills Session on Time Management for SOHS Students

 **1<sup>st</sup>  
June  
2023**

Time: **11:00 AM onwards**

Venue: **A-213, A Block**

**Resource Person:- Prof. (Dr.) Pankaj Aggarwal, Dean, SOET**

Faculty Coordinators

**Mr. Rajiv Ranjan**

**Ms. Sheetal Gehlot**

**Dr. Nandini Ahlawat**

University Gurugram Campus: ☎ 011-48884888 / 8800697010-15 📞 8800697012  
🌐 [www.krmangalam.edu.in](http://www.krmangalam.edu.in) ✉ [welcome@krmangalam.edu.in](mailto:welcome@krmangalam.edu.in)

  
Registrar

K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)





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## Report on

### Title of the Event – Soft Skills Session on Time Management for SOHS Students

**Date:** Thursday, 1<sup>st</sup> June 2023

**Venue:** Room No. A-213, A Block, K.R. Mangalam University.

**Event Type:** Offline

**Mode of Activity:** Offline

**Target Group:** SOHS Students

**Resource Person (if any):** Prof. (Dr.) Pankaj Aggarwal, Dean, SOET

**Coordinators:** Rajiv Ranjan, Sheetal Gehlot, Dr. Nandini Ahlawat

**Organized By:** SOHS

**Number of Participants (Attendance as Annexure):** 24

School of Humanities, K. R. Mangalam University organized the Soft skills session on Time Management for the SOHS Students for training on better skills to manage their time on 1<sup>st</sup> of June 2023. All the students and faculties of School of Humanities were the target audience. The purpose of the Event was to introduce the practical skills to handle the Time Management. Event coordinators Mr. Rajiv Ranjan, Dr. Nandini Ahlawat and Ms. Sheetal Gehlot from SOHS organized and introduced the events to the students then Dean, SOET; Professor Pankaj Aggarwal addressed the students and faculties. He addressed the students about the common issues faced by the students during their academic studies and issues with balancing it with their work for achieving higher ambitions or spending time for their hobbies. Students raised their questions and it was answered by the speaker.

Such events help the students to understand the time management skills and the nature of work. It should help them in performing their tasks in a better manner. In future there can be more activities related to Time Management skills can be organized.

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K.R. Mangalam University  
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122103



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Photo 1: Dean SOET with Participants




Photo 2: Dean SOET with participants

*[Signature]*


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011-48384938

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122103



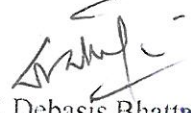
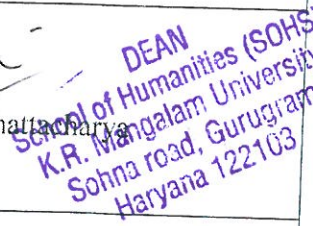

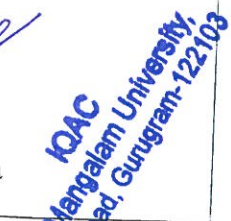






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Report prepared by	 Rajiv Ranjan 07/06/2023
Report verified by Event Coordinator	 Rajiv Ranjan 07/06/2023
Report Seen by The Dean	 Prof. Debasis Bhattacharya 07/06/2023 
Report verified by the IQAC Office	 Dr. Shikha Dutt Sharma 

  
Registrar  
K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

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 Phone  
011-48684868

 Address  
Sohna Road, Gurugram, Haryana  
122103

# K.R.Mangalam University, Sohna Road, Gurugram

Name of Activity: A Session on Time Management.

Date: 01/06/2023

Venue: A-213

Organized by: SOHS

## ATTENDANCE RECORD

S. No.	Name of Student	Programme & Semester	Name of College/University	Signature
1	ADITI PRASAD	BA - CHINESE (HONS) (2nd Sem)	K.R.MU	<u>Aditi</u>
2	AARSHA SINGH	" 2nd Sem	" "	<u>Aarsha</u>
3	PRACHI BURNWAL	" "	" "	<u>Prachi</u>
4	GREESHA MACHOTRA	" "	" "	<u>Greesha</u>
5	ALISHA SWAMI	" "	" "	<u>Alisha</u>
6	DIVYA SAINI	" "	" "	<u>Divya</u>
7	Keshav Bhatta	BA H Psychology	" "	<u>Keshav</u>
8	Purnam Taneja	" "	" "	<u>Purnam</u>
9	Ayush Singh	" "	" "	<u>Ayush</u>
10	Hareh Khatana	B.A Program	" "	<u>Hareh</u>
11	Aakash Jaiswal	B.A - Program	" "	<u>Aakash</u>
12	Sahil	B.A - Programme	" "	<u>Sahil</u>
13	Tanish Sehrawat	" "	" "	<u>Tanish</u>
14	Hritik Ambawala	" "	" "	<u>Hritik</u>
15	JIYA KATYAL	BBA	" "	<u>Jiya</u>
16	VISHIKA GOSWAMI	BA - Eng	" "	<u>Vishika</u>
17	Said Abid Sadat	B.Tech CSE 2nd Sem	" "	<u>Said</u>
18	KamishK Rathore	BACH)chinese	" "	<u>KamishK</u>
19				
20				

Verified by: Raju Ranjan

Date: 01/06/2023

Jmd

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K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)





**K.R. MANGALAM UNIVERSITY**  
**THE COMPLETE WORLD OF EDUCATION**

Event Name:

Session on Time Management

**ATTENDANCE RECORD**

Date: 01/06/2023

Venue: A-213

School/Department: SOHS

Registrar

K.R. Mangalam University  
Sohna Road, Gurugram, (Haryana)

S. No.	Name of Participant	Designation	Phone no.	e-mail id	Signature
1.	Dr. Nandini Arlaivat	Asst. Prof.	9467601611	nandini.arlaivat@kr mangalam.edu.in	Nandini
2.	Dr. Padmani Yonal	Asst. Prof.	9417823973	padmani.yonal@kr mangalam.edu.in	Padmani
3.	Dr. Priyanka Mukhopadhyay	Asst. Prof.	9654085594	priyanka.mukhopadhyay @krmangalam.edu.in	Priyanka
4.	Dr. Ravin Ranjan	Asst. Prof.	9650596985	ravin.ranjan@krmangalam. edu.in	Ravin
5.	Dr. Rupa Gupta	Asst. Prof.	8800484466	rupa.gupta@krmangalam. edu.in	Rupa
6.	Dr. Nandini Biswas	Asst. Prof.	7827210274	nandini.biswas@krmangalam. edu.in	Nandini

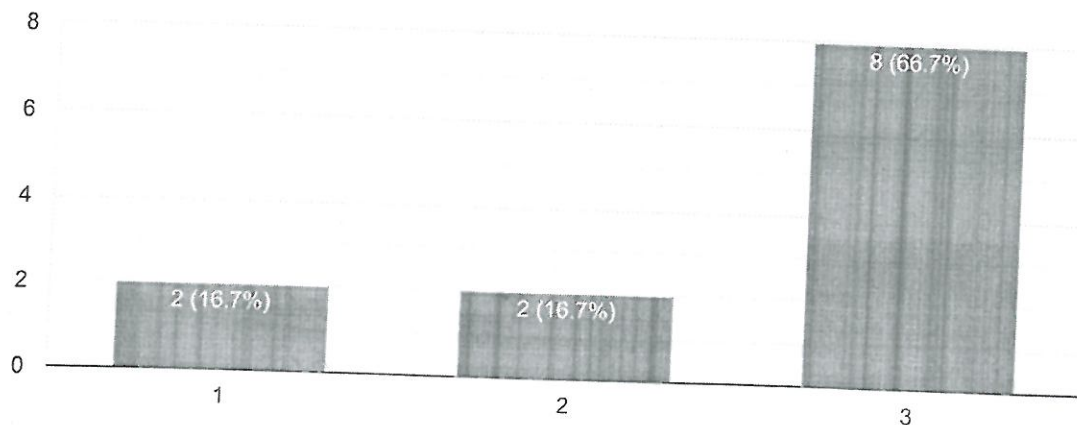
Notified by :- Rupa Ranjan.  
Event Coordinator.

How do you rate your knowledge after attending the session?\*

3-Very Good, 2-Good, 1-Fair

 Copy

12 responses

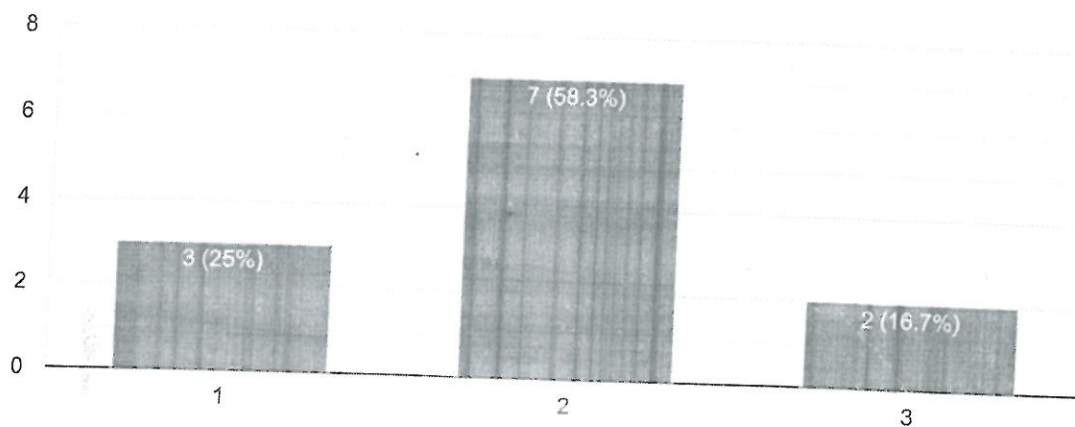


Was the training program interactive and engaging?

3.Very Much 2. Yes 1. not engaging

 Copy

12 responses



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Sector 14, Gurugram, (Haryana)



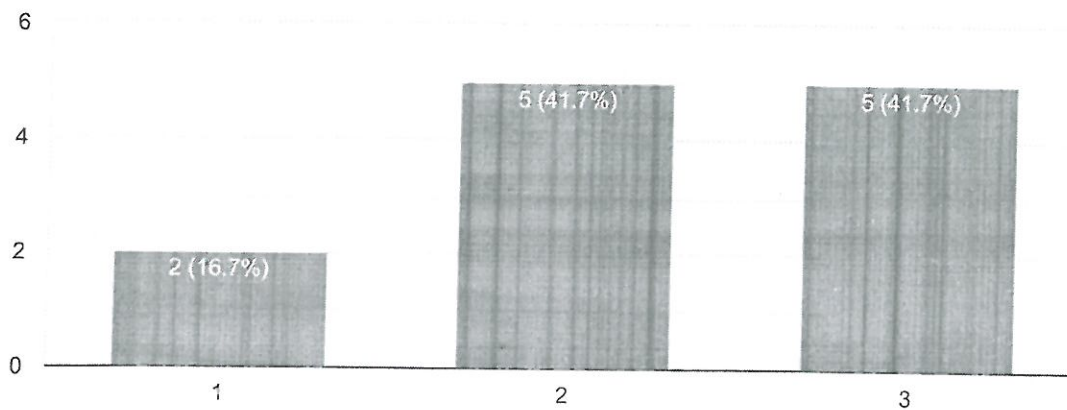


How do you rate the speaker of the session?

 Copy

3-Very Good, 2-Good, 1-Fair

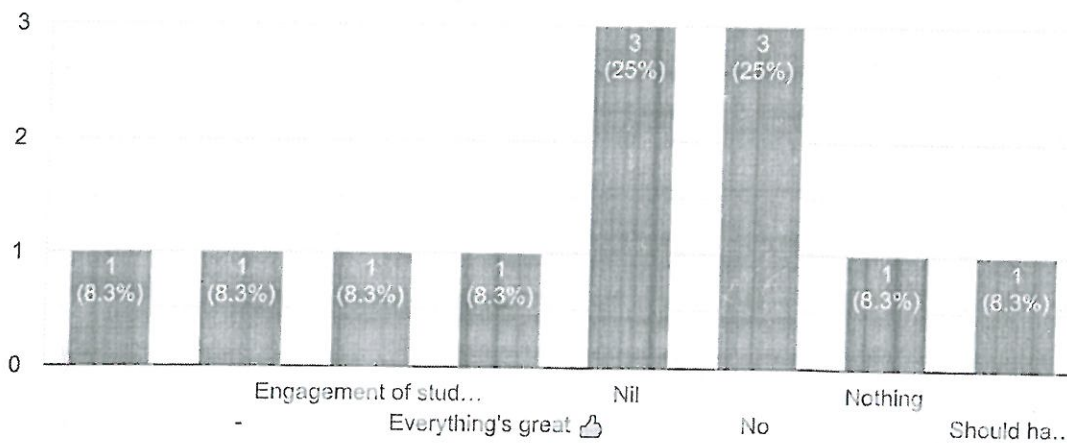
12 responses



Any Suggestions

 Copy

12 responses



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Timestamp	Name	Department & Program	Email	Roll Number	How do you rate your knowledge before the session?*	How do you rate your knowledge	Was the training program interactive and engaging?	How do you rate the speaker of the session?	Any Suggestions
6/2/2023 19:34:29	Tuang Ceu Mang	B.A (Hon) Political Science	zahauiamesmang@gmail.com	2208380007	1	2	2	2	No
6/2/2023 10:21:55	Prachi Burnwal	B.A. (H) Chinese	burnwalprachi172@gmail.com	2208770003	2	3	2	3	Nothing
6/2/2023 10:25:18	Alisha swami	SOHS and ba (hons) chinese	Swamialishia3@gmail.com	2208770008	1	2	2	2	Nil
6/2/2023 10:26:29	Greesha Malhotra	Chinese department, BA (H) chinese	Greeshamalhotra701@gmail.com	2208770010	2	1	1	1	Nil
6/2/2023 10:26:40	Divya Saini	B.A. (hons) Chinese	1divyasaini131@gmail.com	2208770007	3	3	2	3	No
6/2/2023 10:32:02	Ishaan Mohindra	SOHS, BA, Hons Chinese	imohindra2@gmail.com	2207880004	3	3	1	2	Engagement of student
6/2/2023 10:36:10	Aesha Singh	ba chinese honors	aditi14jul@gmail.com	2208770005	3	3	3	3	Everything's great
6/2/2023 10:48:42	Aditi prasad	Chinese department	aditiprasad.tashu@gmail.com	2208770001	1	1	1	1	Nil
6/2/2023 13:39:05	Harshta	B.A. english (honors)	harshtaietanwar0051@gmail.com	2208180013	2	3	2	3	3
6/2/2023 13:43:47	Anushka Ghosh	SOHS- B.A. Psychology hons	Anushka23278@gmail.com	2208790011	2	3	2	2	Nil
6/2/2023 13:47:06	Monika	B.A (H) economics	monikabenika127@gmail.com	2208190021	1	3	2	2	2
6/2/2023 14:03:42	Druhi Goel	Sons ba hons economics	druhigoel2004@gmail.com	2208190004	3	3	3	3	3-

*[Signature]*

Registrar

K.R. Mangalam University

Sohna Road, Gurugram, (Haryana)



# Soft Skills Session on Time Management for SOHS Students

 **1<sup>st</sup>  
June  
2023**

**Time: 11:00 AM onwards**

**Venue: A-213, A Block**

**Resource Person:- Prof. (Dr.) Pankaj Aggarwal, Dean, SOET**



Registrar

K R Mangalam University  
Sector Road, Gurgaon (Haryana)

Faculty Coordinators

**Mr. Rajiv Ranjan**

**Ms. Sheetal Gehlot**