

DAYANANDASAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

ShavigeMallechwara Hills, Kaumarswamy Layout, Bangalore-560082

Internal Quality Assurance Cell (IQAC) Cell

Placement Cell (Gamy)& Soft Skills Cell (Prashikshan)- “Resume Writing”

Department: MCA

Date: 17/06/2020

Sl. No.	Particulars	Event related Details			
1.	Event*	Pre-Placement and Soft Skills Activity			
2.	Title of the Event	“Resume Writing “			
3.	Date	16/06/2020			
4.	Time	10.00 A.M. – 11.00 A.M			
5.	Venue	Online Using Zoom App			
6.	Resource Person 1 Details** (Profile to be enclosed)	NA			
7.	Topics Covered	NA			
8.	Resource Person 2 Details** (Profile to be enclosed)	NA			
9.	Topics Covered	NA			
10.	No. Faculty Participants(Enclose a copy of names with signatures)	Internal:	01	External:	NA
11.	No. Student Participants (Enclose a copy of names with signatures)	Internal:	38	External:	NA
12.	Faculty Coordinator/s	Full Name: Prof. Srivatsala V Designation: Assistant Professor Department: Department of Computer Applications-MCA			
13.	Student Coordinator/s	Full Name: Ms.BhavyaShree ,Mr.Sathyanarayana, Ms.Ashwini A M Register No:18CQSAC003, 18CQSAC011, 19CQSLC006 Course, Semester & Section: MCA IV Sem, MCA IV Sem , MCA IV Sem			
14.	Total Expenditure (Details to be enclosed)	NIL			
15.	Sponsors and Amount (if any)	NA			
16.	Agenda of the Event (Enclose a copy)	Resume Preparation			

Sl. No.	Particulars	Event related Details
		<p>Dos and Don'ts of Resume Preparation</p> <p>CV Vs Resume</p> <p>Sample Resume</p> <p>Q and A Session</p> <p>Feedback</p>
17.	Report uploaded on college website? If yes, give details:	NO
18.	Report sent to media? If yes, give details:	NO
19.	Report uploaded in Social Media? If yes, give details:	NO
20.	Certificates Printed? (Enclose a copy***)	NO
21.	Feedback Collected? (Enclose a copy***)	NO
22.	Attendance Sheet Attached? #	YES
23.	Summary of the Event (Minimum 100 words)	<p>Prof Srivatsala conducted an online session for the students of MCA IV Sem in the topic of "Resume Writing" .The students were appraised of the dos and don'ts' of "Resume Writing" .Difference between Resume and CV was explained. The session was conducted online using Zoom App. There was a sample Resume format shown and explained to the students. This exercise was necessary for the students as pre placement activity and soft skills activity, as the students were having lot of doubts in resume preparation.</p> <p>Many students had asked doubts about the references to be given. Also they were given suggestions about what to include and what not to include in the resume. The students of MCA IV Sem are about to face the campus placements in August 2020 so it was long awaiting activity. Good response from the students who attended the activity. They were told to prepare the</p>

Sl. No.	Particulars	Event related Details
		Resume and mail it to the faculty coordinator for checking. Feedback was also taken about the session.
24.	Photographs of the Event (At least 10 relevant, clear, and appropriate photos with title and explanation. The jpg files need to be attached)	Enclosed Below

Notes:

* Seminar / Workshop / Symposium / Conference / Cultural Fest / Quiz / Sports / Literature Fest, etc.

** Name / Organization / Designation / Area of Expertise

*** Format Copy need to be attached and hard copy need to be filed

PS: Whichever column is not applicable, write as NA.

PS:

❖ Whichever column is not applicable, write as NA.

❖ If the nothing is done / gained / spent, write as No/Nil.

Event Coordinator

HOD/Director

IQAC Coordinator

Principal

Photographs:

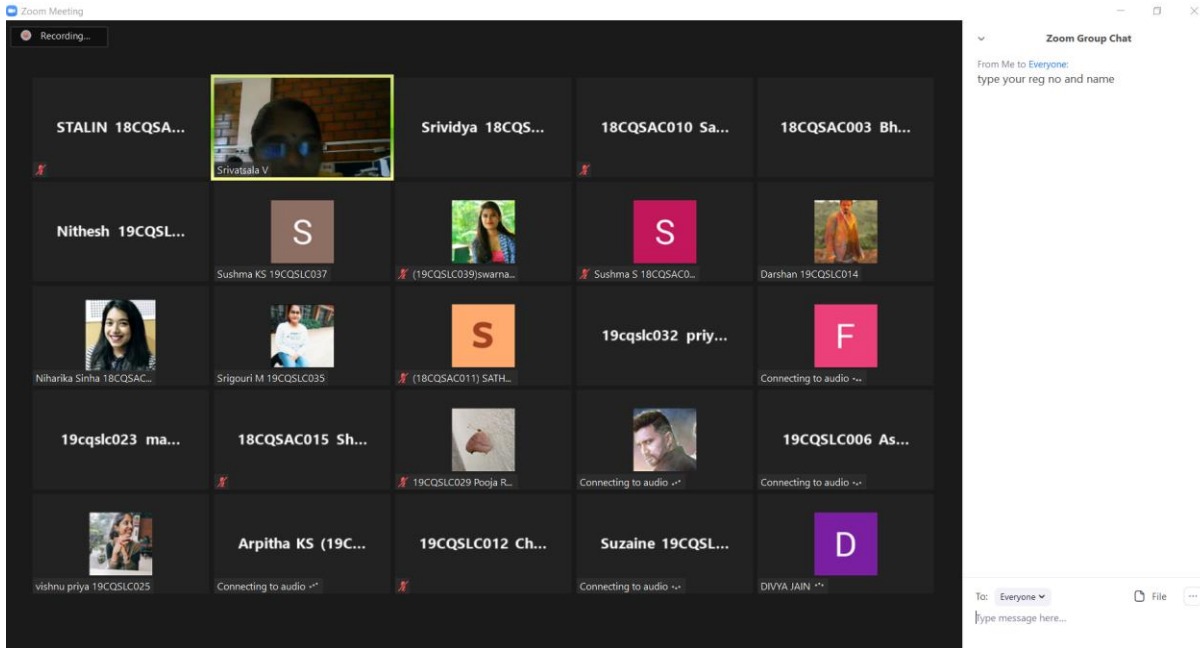


Photo 1 : Prof Srivatsala starting the session .

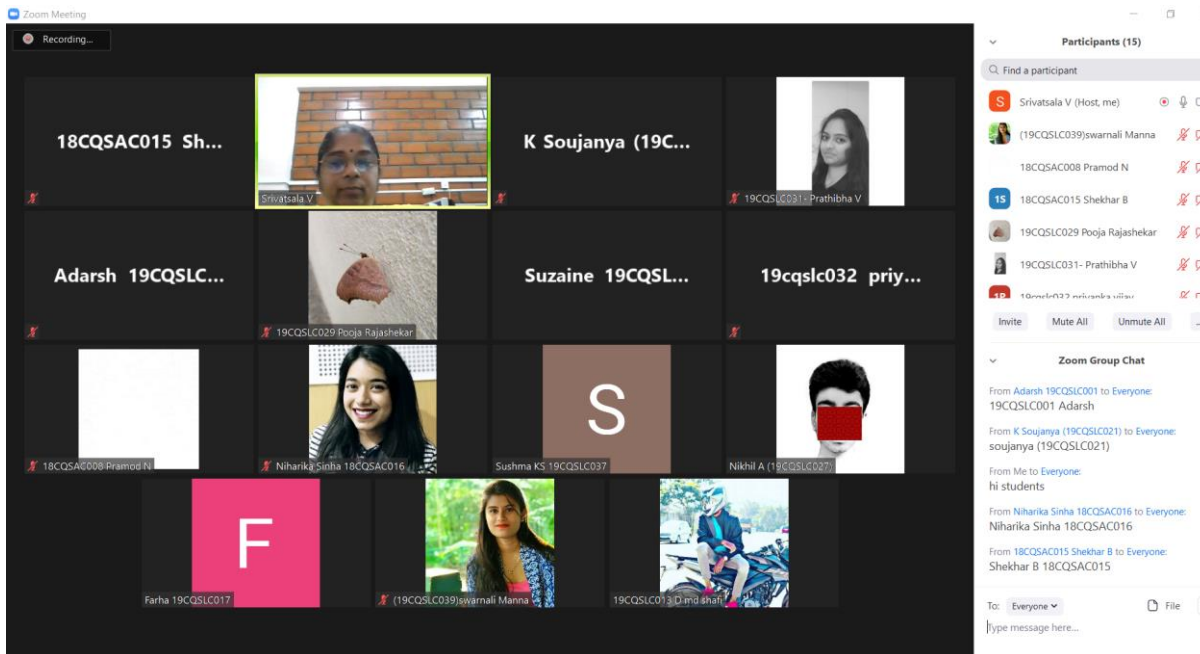


Photo 2: Prof Srivatsala Talking about Resume Preparation.

Gamya (Placement Cell) & Prashishkana (Soft Skills Cell) Pre Placement Activity-Resume Writing (4th Sem MCA)

BY
SRIVATSALA V

Photo 3: First Slide of the Powerpoint Presentation

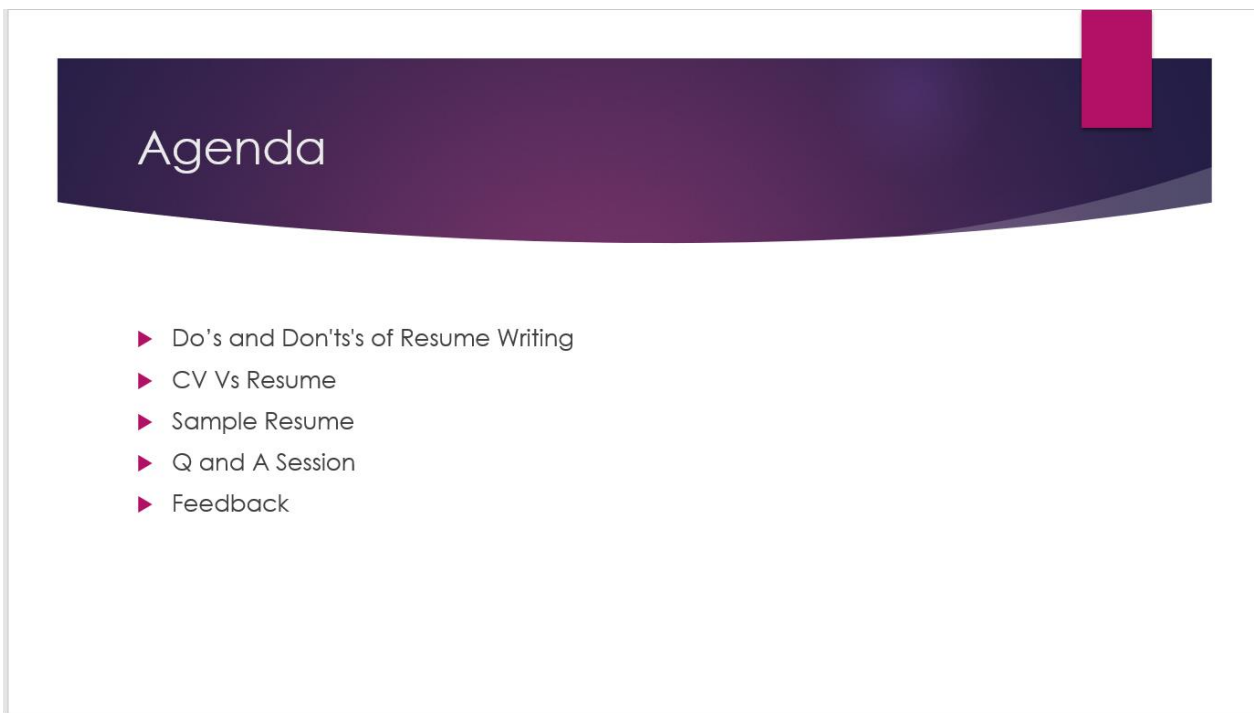


Photo 4 : Agenda of the Event

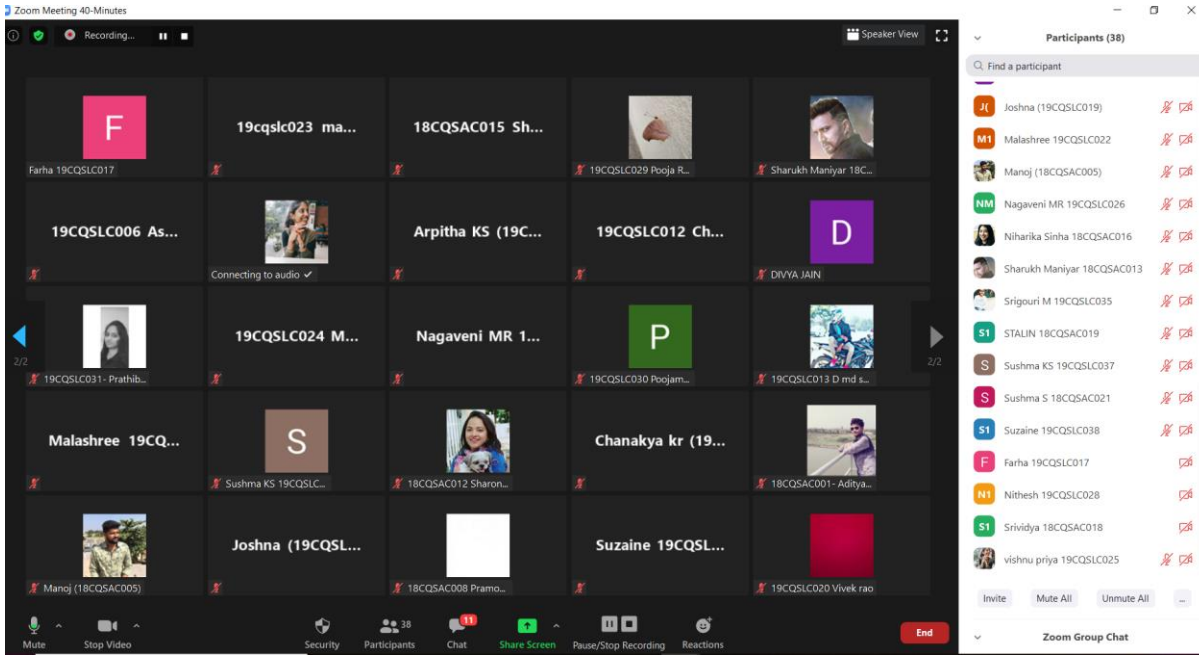


Photo 5 : Participants gallery view

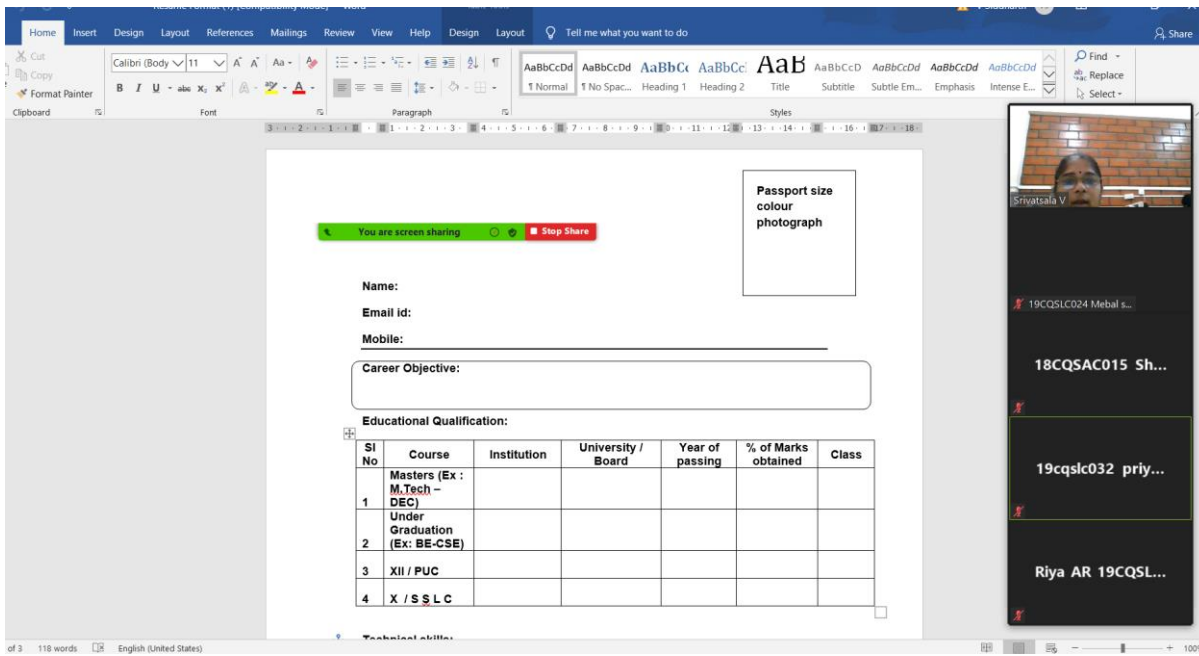


Photo 6: Sample Resume Preparation

Participants Screenshots:

Participants (23)

Find a participant

S	Srivatsala V (Host, me)		
S	(18CQSAC011) SATHYA NARAYA...		
	(19CQSLC039)swarnali Manna		
1B	18CQSAC003 Bhavyashree P		
	18CQSAC008 Pramod N		
	18CQSAC012 Sharon Thomas ta...		
1S	18CQSAC015 Shekhar B		
	19CQSLC013 D md shafi		
1M	19CQSLC024 Mebal sharon		
	19CQSLC029 Pooja Rajashekar		
	19CQSLC031- Prathibha V		
1P	19cqslc032 priyanka vijay		
	19CQSLC036 Subhiksha K		
1A	19CQSLC040(Shadab Ali)		
1T	19CQSLC041 Tejas MG		
KS	K Soujanya (19CQSLC021)		

Find a participant




M1	Malashree 19CQSLC022		
	Manoj (18CQSAC005)		
IM	Nagaveni MR 19CQSLC026		
	Niharika Sinha 18CQSAC016		
	Sharukh Maniyar 18CQSAC013		
	Srigouri M 19CQSLC035		
S1	STALIN 18CQSAC019		
S	Sushma KS 19CQSLC037		
S	Sushma S 18CQSAC021		
B	18CQSAC003 Bhavyashree P		
	Darshan 19CQSLC014		
F	Farha 19CQSLC017		
N1	Nithesh 19CQSLC028		
S1	Srividya 18CQSAC018		
	vishnu priya 19CQSLC025		

Invite Mute All Unmute All ...







Participants (35)

Find a participant




S Srivatsala V (Host, me)   



S (18CQSAC011) SATHYA NARAYA...  



 (19CQSLC039)swarnali Manna  


 18CQSAC001- ... [Unmute](#) [More >](#)




1S 18CQSAC010 Salla Divya  



 18CQSAC012 Sharon Thomas ta...  



1S 18CQSAC015 Shekhar B  


1A 19CQSLC006 Ashwini AM  



1C 19CQSLC012 Chandana T S  

 19CQSLC013 D md shafi  

1M 19cqslc023 mamatha B E  









1M 19CQSLC024 Mebal sharon  

 19CQSLC029 Pooja Rajashekar  

P 19CQSLC030 Poojamayee  

 19CQSLC031- Prathibha V  

Recording...

STALIN 18CQSA...	 Srivatsala V	Srividya 18CQS...	18CQSAC010 Sa...	18CQSAC003 Bh...
Nithesh 19CQSL...	S Sushma KS 19CQSLC037	 (19CQSLC039)awarna...	S Sushma S 18CQSAC0...	 Darshan 19CQSLC014
 Niharika Sinha 18CQSAC...	 Srigouri M 19CQSLC035	S (18CQSAC011) SATH...	19cqslc032 priy...	F Connecting to audio ...
19cqslc023 ma...	18CQSAC015 Sh...	 19CQSLC029 Pooja R...	 Connecting to audio ...	19CQSLC006 As... Connecting to audio ...
 vishnu priya 19CQSLC025	Arpitha KS (19C... Connecting to audio ...	19CQSLC012 Ch...	Suzaine 19CQSL... Connecting to audio ...	D DIVYA JAIN ...

Zoom Group Chat




From Me to Everyone
type your reg no and name




To: Everyone
File ...
Type message here...






Participants (35)


Find a participant




 Srivatsala V (Host, me)  




 (18CQSAC011) SATHYA NARAYA...  




 (19CQSLC039)swarnali Manna  




 18CQSAC001- ... [Unmute](#) [More >](#)




 18CQSAC010 Salla Divya  




 18CQSAC012 Sharon Thomas ta...  




 18CQSAC015 Shekhar B  




 19CQSLC006 Ashwini AM  




 19CQSLC012 Chandana T S  

 19CQSLC013 D md shafi  

 19cqslc023 mamatha B E  

 19CQSLC024 Mebal sharon  








































 19CQSLC029 Pooja Rajashekar  

 19CQSLC030 Poojamayee  

 19CQSLC031- Prathibha V  



Find a participant

- | | | |
|--|----------------------------|---|
|  M1 | Malashree 19CQSLC022 |   |
|  | Manoj (18CQSAC005) |   |
|  IM | Nagaveni MR 19CQSLC026 |   |
|  | Niharika Sinha 18CQSAC016 |   |
|  | Sharukh Maniyar 18CQSAC013 |   |
|  | Srigouri M 19CQSLC035 |   |
|  S1 | STALIN 18CQSAC019 |   |
|  S | Sushma KS 19CQSLC037 |   |
|  S | Sushma S 18CQSAC021 |   |
|  B | 18CQSAC003 Bhavyashree P |  |
|  | Darshan 19CQSLC014 |  |
|  F | Farha 19CQSLC017 |  |
|  N1 | Nithesh 19CQSLC028 |  |
|  S1 | Srividya 18CQSAC018 |  |
|  | vishnu priya 19CQSLC025 |  |

Zoom Meeting 40-Minutes

Recording...

Speaker View

	19cqslc023 ma...	18CQSAC015 Sh...		
19CQSLC006 As...		Arpitha KS (19C...	19CQSLC012 Ch...	
	19CQSLC024 M...	Nagaveni MR 1...		
Malashree 19CQ...			Chanakya kr (19...	
	Joshna (19CQSL...		Suzaine 19CQSL...	

Mute Stop Video Security Participants Chat Share Screen Pause/Stop Recording Reactions End

Participants (38)

Find a participant

- Joshna (19CQSLC019)
- Malashree 19CQSLC022
- Manoj (18CQSAC005)
- Nagaveni MR 19CQSLC026
- Niharika Sinha 18CQSAC016
- Sharukh Maniyar 18CQSAC013
- Srigouri M 19CQSLC035
- STALIN 18CQSAC019
- Sushma KS 19CQSLC037
- Sushma S 18CQSAC021
- Suzaine 19CQSLC038
- Farha 19CQSLC017
- Nithesh 19CQSLC028
- Srividya 18CQSAC018
- vishnu priya 19CQSLC025

Invite Mute All Unmute All

Zoom Group Chat

Recording...

Speaker View

STALIN 18CQSA...		18CQSAC010 Sa...	18CQSAC003 Bh...
Nithesh 19CQSL...			
		19cqslc032 priy...	
18CQSAC015 Sh...			19CQSLC006 As...
Arpitha KS (19C...	19CQSLC012 Ch...		

Mute Stop Video Security Participants Chat Share Screen Pause/Stop Recording Reactions End

Participants (35)

Find a participant

- Joshna (19CQSLC019)
- Malashree 19CQSLC022
- Manoj (18CQSAC005)
- Nagaveni MR 19CQSLC026
- Niharika Sinha 18CQSAC016
- Sharukh Maniyar 18CQSAC013
- Srigouri M 19CQSLC035
- STALIN 18CQSAC019
- Sushma KS 19CQSLC037
- Sushma S 18CQSAC021
- Darshan 19CQSLC014
- Farha 19CQSLC017
- Nithesh 19CQSLC028
- Srividya 18CQSAC018
- vishnu priya 19CQSLC025

Invite Mute All Unmute All

Zoom Group Chat

Zoom Meeting

Recording...

18CQSAC015 Sh...

Srivatsala V

K Soujanya (19C...

19CQSAC031-Prathibha V

Adarsh 19CQSLC...

19CQSLC029 Pooja Rajashekar

Suzaine 19CQSL...

19cqslc032 priy...

18CQSAC008 Pramod N

Niharika Sinha 18CQSAC016

Sushma KS 19CQSLC037

Nikhil A (19CQSLC027)

Farha 19CQSLC017

(19CQSLC039)swarnali Manna

19CQSLC013 D.midhan

Participants (15)

Find a participant

- Srivatsala V (Host, me)
- (19CQSLC039)swarnali Manna
- 18CQSAC008 Pramod N
- 15 18CQSAC015 Shekhar B
- 19CQSLC029 Pooja Rajashekar
- 19CQSLC031-Prathibha V
- 19CQSLC032 Priyanka

Invite Mute All Unmute All

Zoom Group Chat

From Adarsh 19CQSLC001 to Everyone: 19CQSLC001 Adarsh

From K Soujanya (19CQSLC021) to Everyone: soujanya (19CQSLC021)

From Me to Everyone: hi students

From Niharika Sinha 18CQSAC016 to Everyone: Niharika Sinha 18CQSAC016



















































From 18CQSAC015 Shekhar B to Everyone: Shekhar B 18CQSAC015

To: Everyone

Type message here...

Participants (23)

Find a participant

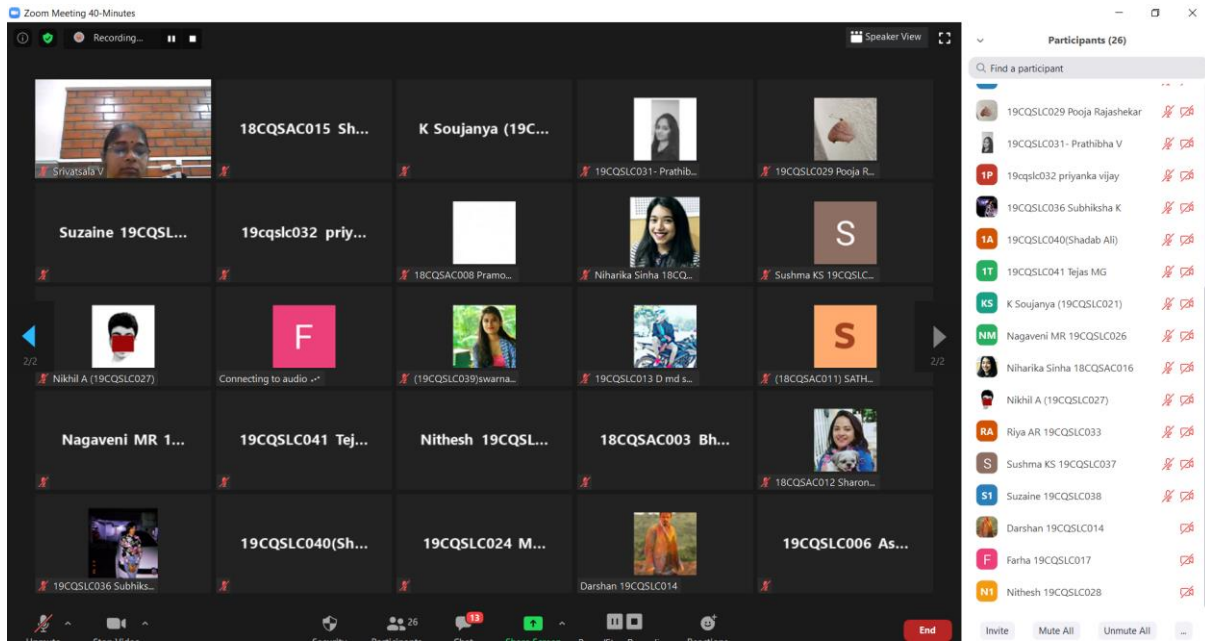
-  Srivatsala V (Host, me)   
-  (18CQSAC011) SATHYA NARAYA...  
-  (19CQSLC039)swarnali Manna  
-  18CQSAC003 Bhavyashree P  
-  18CQSAC008 Pramod N  
-  18CQSAC012 Sharon Thomas ta...  
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-  19CQSLC013 D md shafi  
-  19CQSLC024 Mebal sharon  
-  19CQSLC029 Pooja Rajashekar  
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-  19CQSLC036 Subhiksha K  
-  19CQSLC040(Shadab Ali)  
-  19CQSLC041 Tejas MG  
-  K Soujanya (19CQSLC021)  
- 

Invite

Mute All

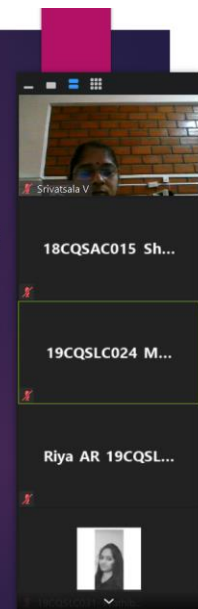
Unmute All

...



Gamya (Placement Cell) Pre Placement Activity-Resume Writing (4th Sem MCA)

BY
SRIVATSALA V



Resume Form of [redacted]

Home Insert Design Layout References Mailings Review View Help Design Layout Tell me what you want to do Share

Calibri (Body) 11 Aa - [redacted] 1 Normal 1 No Spac... Heading 1 Heading 2 Title Subtitle Subtle Em... Emphasis Intense E... Find - Replace - Select -

Clipboard Font Paragraph Styles

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18

You are screen sharing [redacted] Stop Share

Passport size colour photograph

Name: _____
 Email id: _____
 Mobile: _____

Career Objective: _____

Educational Qualification:

Sl No	Course	Institution	University / Board	Year of passing	% of Marks obtained	Class
1	Masters (Ex : M.Tech - DEC)					
2	Under Graduation (Ex: BE-CSE)					
3	XII / PUC					
4	X / S S L C					

Technical Skills:





































































19CQSLC024 Mebal s...
 18CQSAC015 Sh...
 19cqslc032 priy...
 Riya AR 19CQSL...

of 3 118 words English (United States) 100%

Participants Screenshots:





























































Participants (23)

Find a participant

	Srivatsala V (Host, me)			
	(18CQSAC011) SATHYA NARAYA...			
	(19CQSLC039)swarnali Manna			
	18CQSAC003 Bhavyashree P			
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	18CQSAC012 Sharon Thomas ta...			
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	19CQSLC013 D md shafi			
	19CQSLC024 Mebal sharon			
	19CQSLC029 Pooja Rajashekar			
	19CQSLC031- Prathibha V			
	19cqslc032 priyanka vijay			
	19CQSLC036 Subhiksha K			
	19CQSLC040(Shadab Ali)			
	19CQSLC041 Tejas MG			
	K Soujanya (19CQSLC021)			
				

Invite Mute All Unmute All ...




Find a participant



	Malashree 19CQSLC022			
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	Nithesh 19CQSLC028			
	Srividya 18CQSAC018			
	vishnu priya 19CQSLC025			







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1S 18CQSAC015 Shekhar B  




1A 19CQSLC006 Ashwini AM  



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 19CQSLC013 D md shafi  

1M 19cqslc023 mamatha B E  

1M 19CQSLC024 Mebal sharon  

 19CQSLC029 Pooja Rajashekar  

P 19CQSLC030 Poojamayee  

 19CQSLC031- Prathibha V  

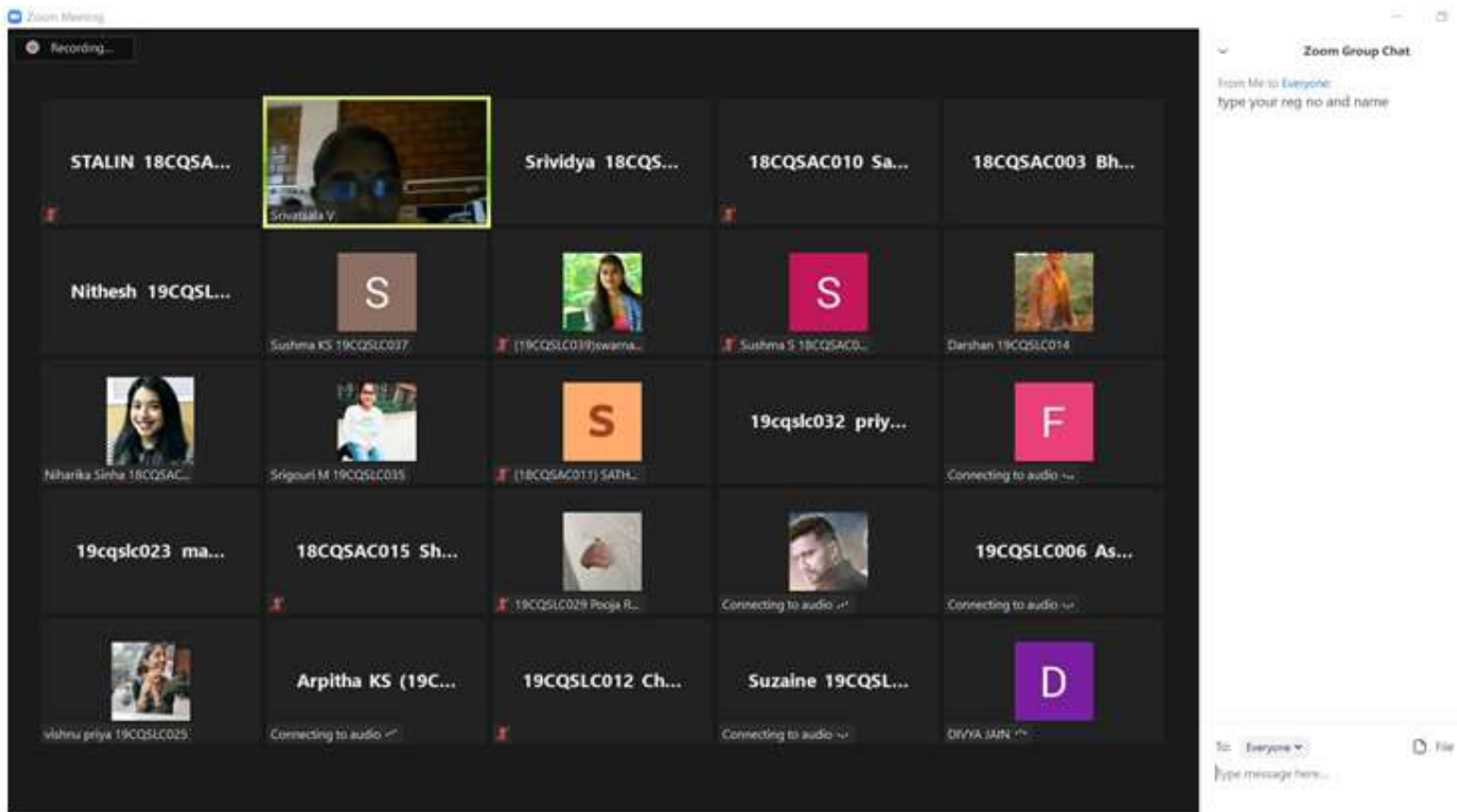


Photo 1 : Prof Srivatsala starting the session .



Photo 2: Prof Srivatsala Talking about Resume Preparation.



Gamyra (Placement Cell) &
Prashishkana (Soft Skills Cell)
Pre Placement Activity-Resume
Writing
(4th Sem MCA)

BY
SRIVATSALA V

Photo 3: First Slide of the Powerpoint Presentation



Agenda

- ▶ Do's and Don'ts of Resume Writing
- ▶ CV Vs Resume
- ▶ Sample Resume
- ▶ Q and A Session
- ▶ Feedback

Photo 4 : Agenda of the Event

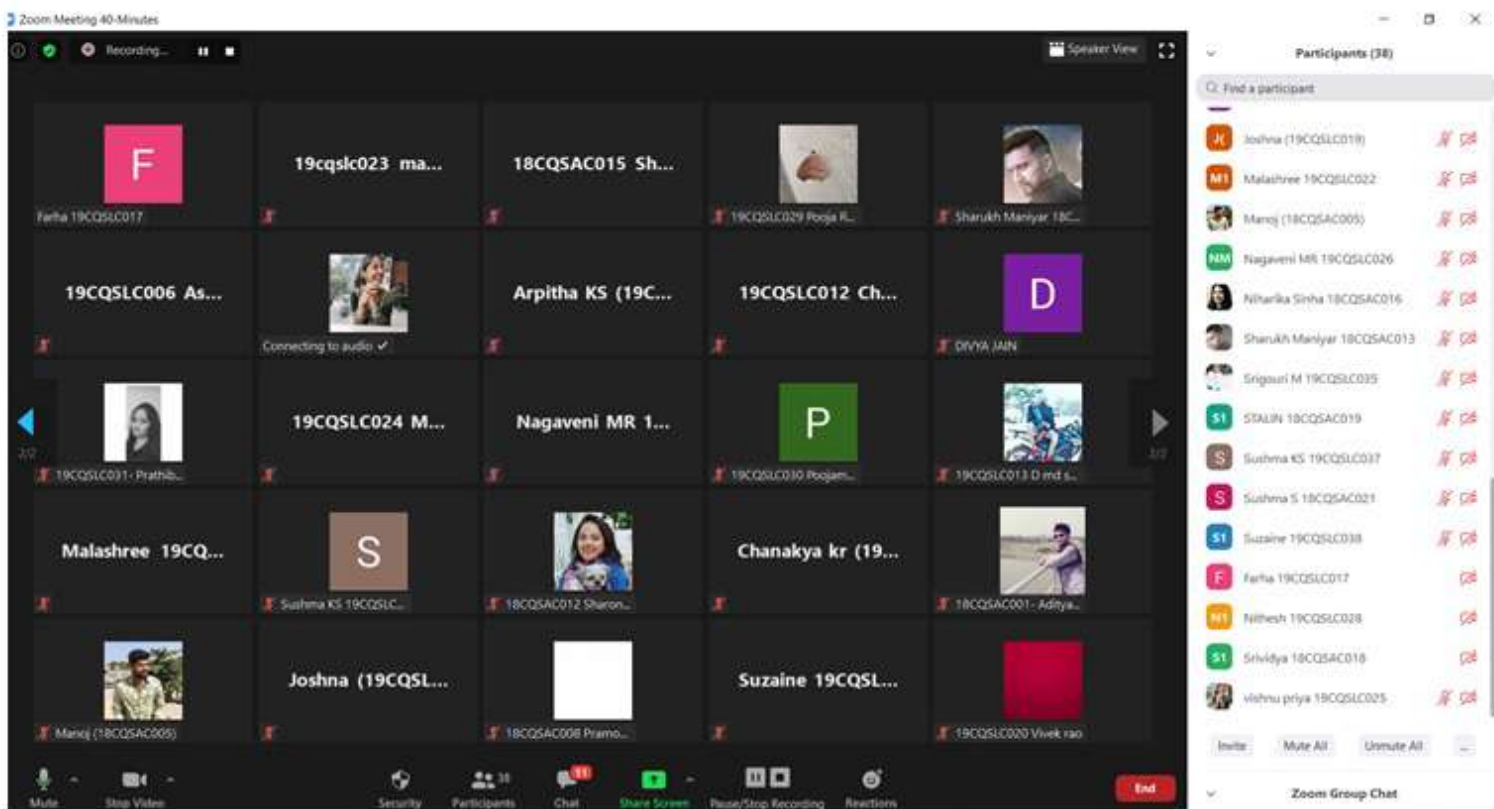


Photo 5 : Participants gallery view

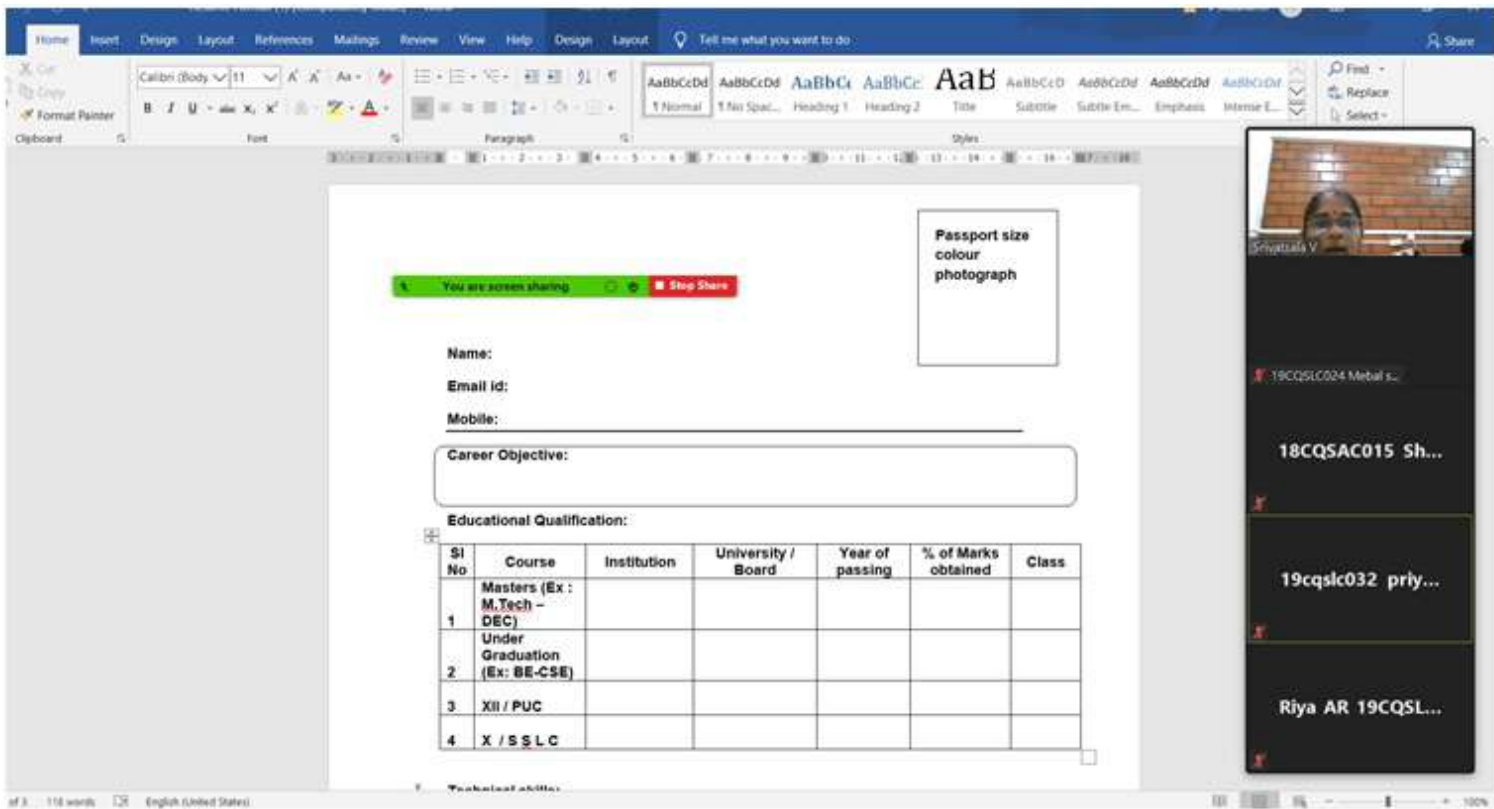


Photo 6: Sample Resume Preparation

		CV Vs Resume Sample Resume Q and A Session Feedback
17.	Report uploaded on college website? If yes, give details:	NO
18.	Report sent to media? If yes, give details:	NO
19.	Report uploaded in Social Media? If yes, give details:	NO
20.	Certificates Printed? (Enclose a copy***)	NO
21.	Feedback Collected? (Enclose a copy***)	NO
22.	Attendance Sheet Attached? "	YES
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Principal

Photographs: