SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)

EVENT REPORT

NAME OF THE EVENT: Workshop on "Improving Presentation Skills using MS Power-Point"			
DATE	**DEPARTMENT**	**COMMITTEE/SOCIETY**	**COORDINATORS NAME**
28th March, 2022	Commerce	Extension Activity	Prof. Mukti Kanta Sukla, Dr. Shruti Mathur & Mr. Ajit Singh
TIME	**VENUE**	**NUMBER OF PARTICIPANTS**	**NATURE: Outdoor/Indoor; online/offline/hybrid**
3:30 to 5:30 PM	Zoom Link: https://us06web.zoom.us/j/83598223952	156	Online
FINANCIAL SUPPORT/ASSISTANCE (if any):	NIL		

BRIEF INFORMATION ABOUT THE ACTIVITY

TOPIC/SUBJECT OF THE ACTIVITY	Workshop on "Improving Presentation Skills using MS Power-Point"
OBJECTIVES	The extension workshop was conducted under Vidya Vistar Scheme of the University of Delhi to develop the presentation skills of students of Government Degree College, Kargil & Govt. Degree College, Nobra, University of Ladakh.
METHODOLOGY	Interactive online workshop with Q&A session
INVITED SPEAKERS WITH AFFILIATION DETAILS (IF ANY)	Ms Mohini Yadav (Assistant Professor, Department of Commerce, Sri Venkateswara College)
OUTCOMES	The students were enlightened about the Latest tools used for making effective PPT.

PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):

1 Notice & Letters ●	2 Number of Participants & Name of participants ●	3 Video clip	4 Photos ●	5 Feedback Form & analysis
6 News clip with details	7 Sample Copy of the Certificate ●	8 Posters/ Invites ●	9 Event report Attested by Event Coordinator & IQAC Coordinator ●	10 Any other document

IQAC Document No: **IQAC/SVC/2021-22/COM 30**	Criterion No: III
Departmental file No: COMMERCE/2021-22/EXTENSION	IQAC file No: IQAC/2021-22

NAME OF TEACHER & SIGNATURE	NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE	IQAC COORDINATOR (SEAL & SIGNATURE)
Mr. Ajit Singh 	Dr. Shruti Mathur 	

For Reference

Criterion I	Curricular Aspects (planning & Implementation)		Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation		Criterion VI	Governance
Criterion III	Research, Innovations & Extension		Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure			

PROOFS AND SUPPORTING DOCUMENTS

REPORT

WORKSHOP

Name of the event: Workshop on "Improving Presentation Skills using MS Power-Point"

Date: 28th March 2022

Time: 3:30 to 5:30 Pm

Platform: Zoom

Guest speaker details: Ms Mohini Yadav (Assistant Professor, Department of Commerce, Sri Venkateswara College)

No. of participants: 156 Faculty & Students

Meeting link: https://us06web.zoom.us/j/83598223952

The extension workshop was conducted under Vidya Vistar Scheme of the University of Delhi to develop the presentation skills of students of Government Degree College, Kargil & Govt. Degree College, Nobra, University of Ladakh. The Workshop was held virtually on 28th November, 2021 at 3:30 to 5:30 p.m. through the Zoom platform. The Guest speaker for the same was Ms Mohini Yadav (Assistant Professor, Department of Commerce, Sri Venkateswara College) |

The Workshop started with the discussion that idea how important MS Power-Point in Corporate world. Since, Use of Smart Art, Transmission and Animation has become the need of the hour, this Workshop discussed the need of becoming more confidante. The whole process of starting with the different uses of PPT in everyone's life was also done and the different schemes for approaching the target audience. To show product qualities.

It was an interactive Workshop with a question and answer session at the end to clear the doubts of the students. Around 156 Faculty & students led the Workshop to be a great success. The Workshop ended with the vote of thanks.

Notice & Letters

To,

The Principal

Sri Venkateswara College, University of Delhi

South Campus

28thMarch 2022

Subj- Permission for event & Zoom Link.

Respected Madam,

The **Department of Commerce (under the Extension Activities)** wishes to submit a proposal for conducting a Skill Development Program for the students under **Vidya Vistar Scheme (V2S)** guidelines for University of Delhi.

We propose to conduct a 2 hours **workshop on 'Improving Presentation Skills using MS Power-Point'.** This online workshop aims to impart hands-on knowledge of MS PowerPoint which will help the students to create smart and impressive presentations. The presentation skills are important not only for creating assignment presentations but will also help the students in their future professional life. The workshop will cover topics such as - Adding text, pictures, tables; SmartArt, Animations, Slide Transitions, time & date, hyperlinks and shapes, formatting, Slide master etc. The particulars of the proposed workshop are as under:

- Nature of Program: Online skill development Workshop
- Title of The Workshop: 'Improving Presentation Skills using MS Power-Point'
- Resource person : Ms Mohini Yadav, Assistant Professor, Department of Commerce, Sri Venkateswara College, University of Delhi.
- Proposed Date: 28th March 2022
- Time: 3:30 to 5:30 PM
- Platform: Zoom
- Poster on website & Twitter

Kindly permit us to conduct the same. Looking forward to a positive response.

Thank You & Regards,

Team Extension Committee

Department of Commerce

Sri Venkateswara College

Annexure I

SRI VENKATESWARA COLLEGE
(University of Delhi)

PERMISSION FOR ORGANIZATION OF EVENTS

EVENT DETAILS

1. Name of the Department/Society /Association: Commerce/Extension Activities
2. Name of the TIC/Convenor (if any) : Dr Shruti Mathur/ Mr Ajit Singh
3. Nature of Event : "Improving Presentation skill using MS Power Point
4. Participants: Open to students of Government Degree College, Kargil & Government Degree College, Nobra of the University of Ladakh
5. Event Type : Online
6. Society or Diamond Jubilee: Extension Committee
7. Collaborating Agency /Organization: Sri Venkateswara College, DU
8. Proposed Title of the Event: Improving Presentation Skills using MS Power-Point
9. Tentative List of Speakers: Ms Mohini Yadav, Assistant Professor, Department of Commerce, Sri Venkateswara College, University of Delhi.
10. Duration & Date: March 28, 2022, Time: 3:30 to 5:30 PM
11. Financial Assistance (if any): NA
12. Proposed Budget (with details): NA

Name & Signature of TIC/Convenor

Shruti Mathur 28/3/2022

Dr Shruti Mathur
TIC (Department of Commerce)
Date:

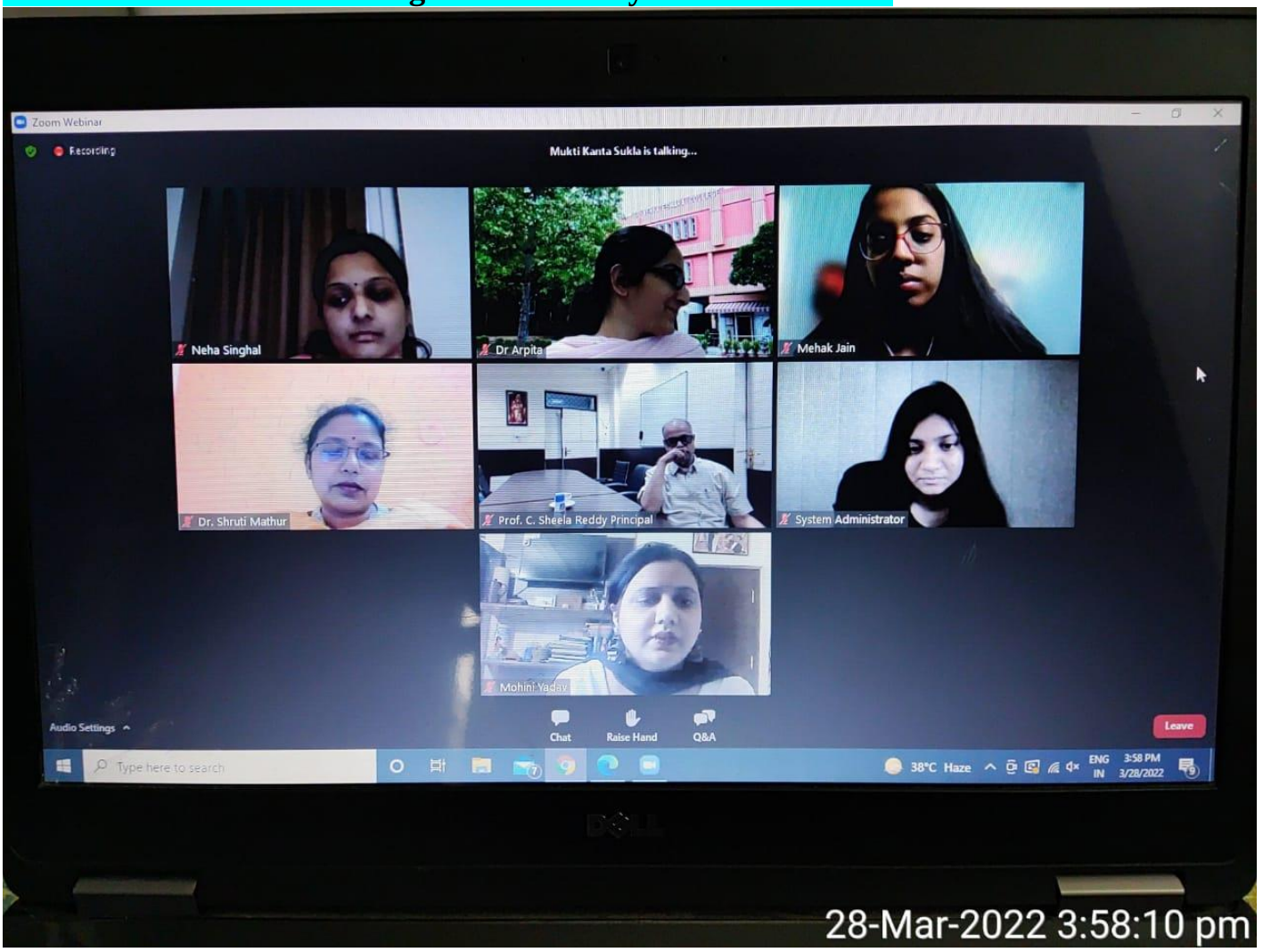
Signature of Principal

Date 28/3/22

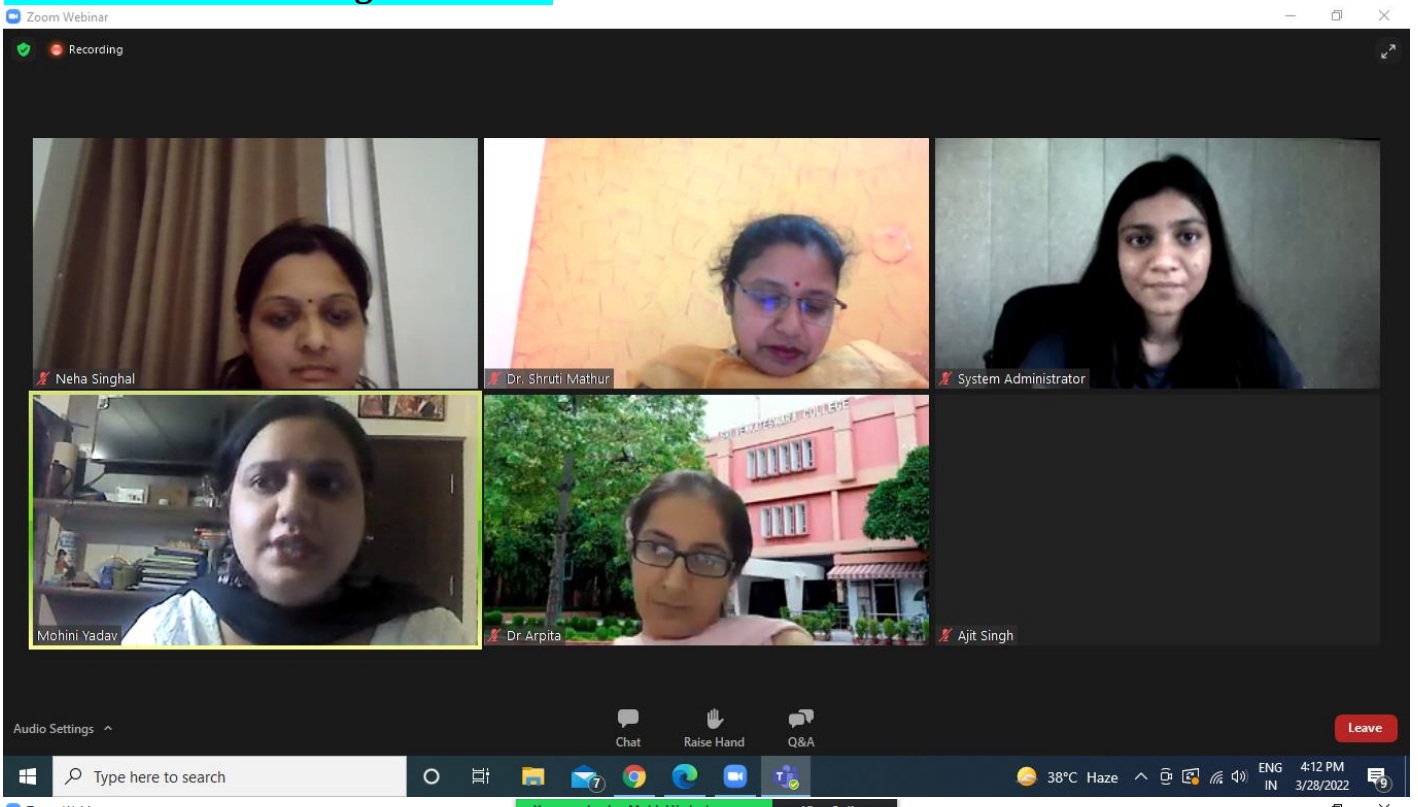
Mr Ajit Singh Ajit Singh
Convenor (Extension Committee)
Date: 28/3/2022

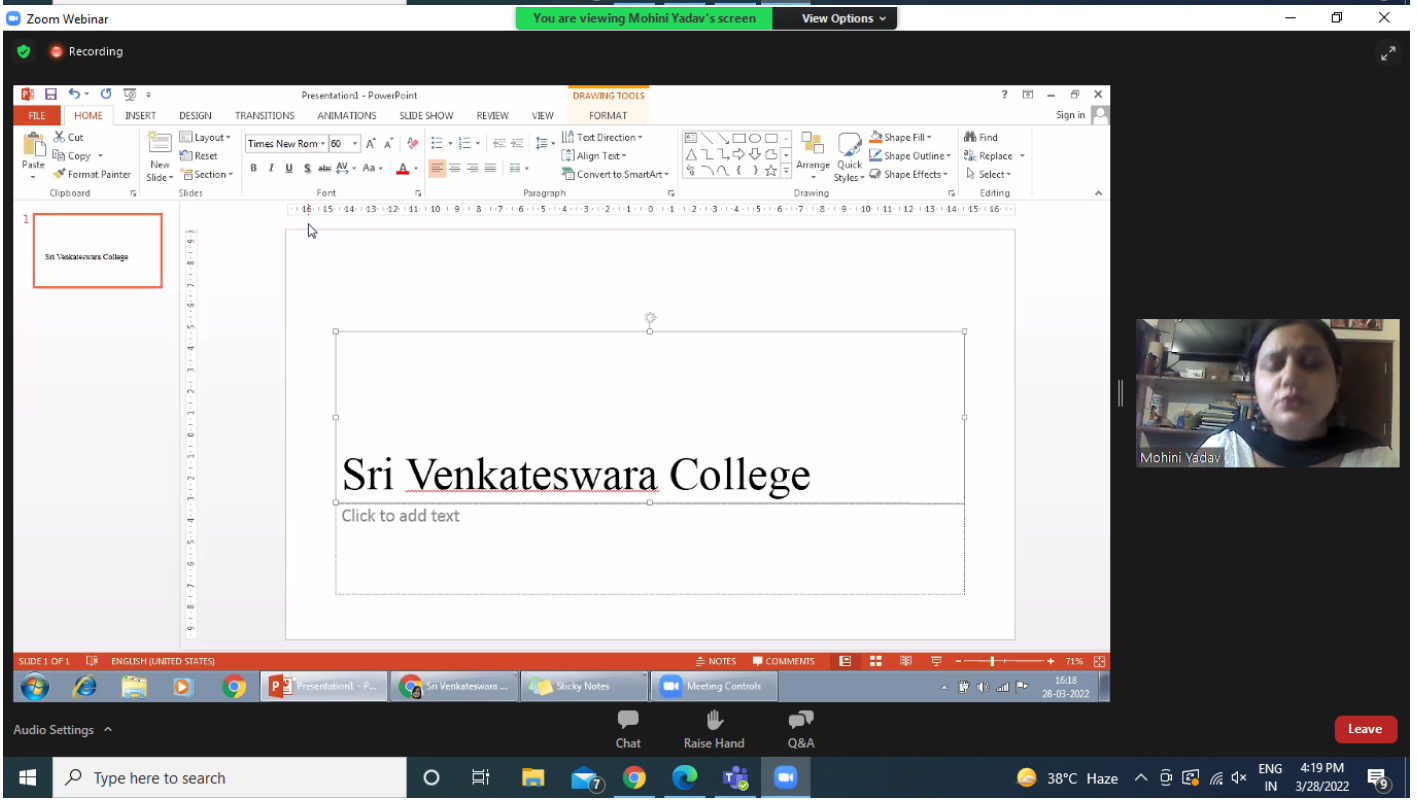
Photos

Prof Muktikant Sukla talking about the Vidya Vistaar Scheme

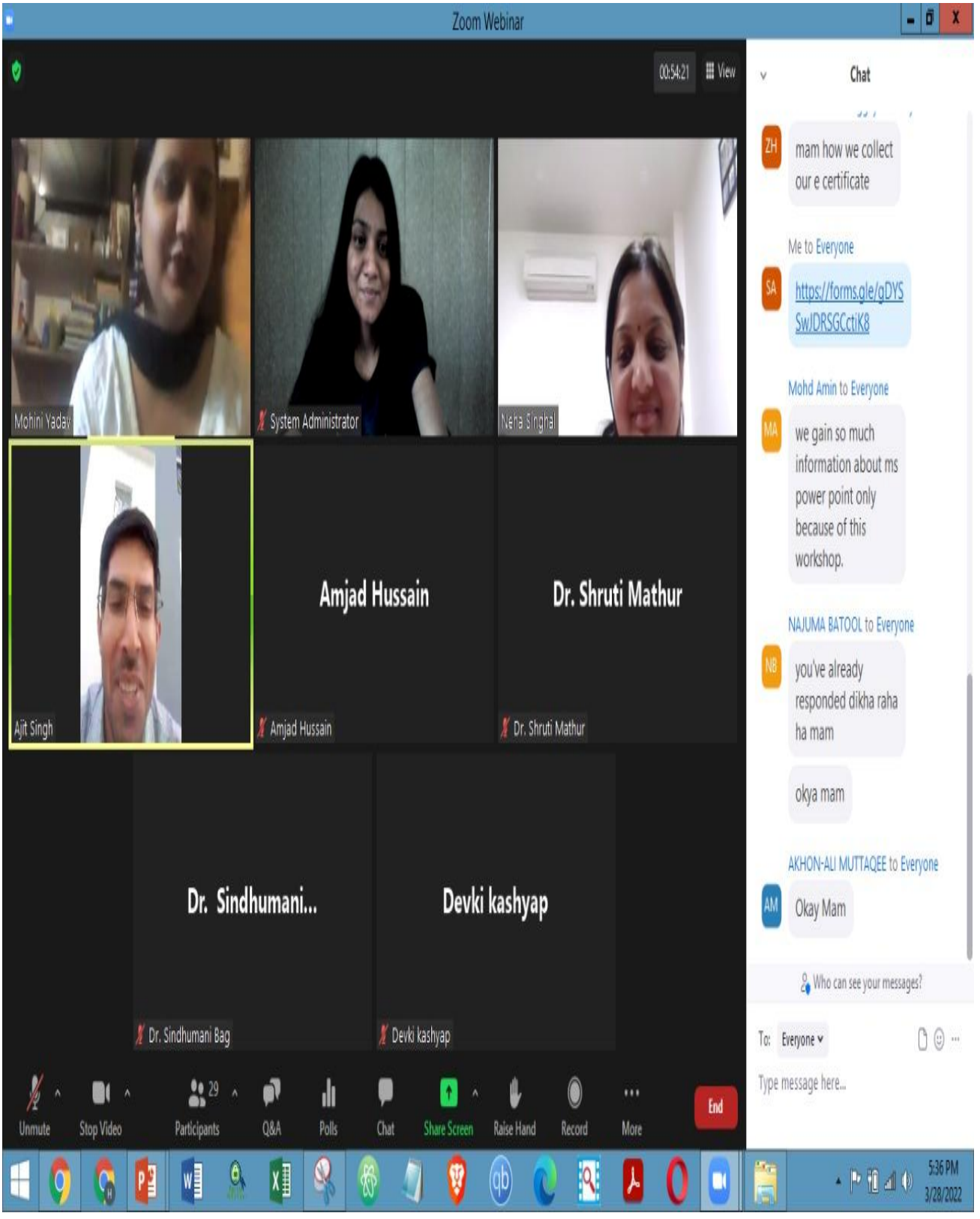


Ms. Mohini conducting the session





Session being concluded



Sample Copy of the Certificate

EXTENSION ACTIVITY COMMITTEE

Department of Commerce

Sri Venkateswara College

University of Delhi

CERTIFICATE OF PARTICIPATION

This is to certify that Prof/Dr/Mr/Ms.

.....

attended the Workshop on ***"Improving Presentation Skills Using MS-Powerpoint"*** organized by the Department of Commerce, Sri Venkateswara College, University of Delhi in association with Government Degree College, Kargil and Government Degree College, Nobra, University of Ladakh Under ***VIDYA VISTAR SCHEME*** *on 28th March*, 2022.

Dr. Tsetan Dolker
Coordinator
Govt Degree College,Nobra(Ladakh)

Mr.Amjad Hussain
Coordinator
Govt Degree College,Kargil(Ladakh)

Prof. Mukti Kanta Sukla
Nodal officer,V2S
Sri Venkateswara College,DU

Mr.Ajit Singh
Convenor

Dr. Shruti Mathur
Teacher-in-Charge

Prof C.Sheela Reddy
Principal & Chairperson,V2S

POSTER

Sri Venkateswara College
(University of Delhi)
100 YEARS 1922-2022
EXTENSION ACTIVITIES COMMITTEE
DEPARTMENT OF COMMERCE
SRI VENKATESWARA COLLEGE
UNIVERSITY OF DELHI
Jointly organised with
Government Degree College, Kargil & Government Degree College, Nobra of the University of Ladakh
PRESENTS A WORKSHOP ON
UNDER
Vidya Vistar Scheme
V2S
IMPROVING PRESENTATION SKILLS USING MS POWER-POINT
Resource person
MS MOHINI YADAV
Assistant Professor, Department of Commerce,
Sri Venkateswara College, University of Delhi
28th March 2022 | 3:30-5:30pm | Zoom
(https://us06web.zoom.us/j/83598223952)
Principal, GDCK
Dr Amina Qari
Faculty Team, GDCK
Mr Amjad Hussain, Mr Stanzin Norphail,
Mr Mumtaz Ahmad, Mrs Hakima Banoo
Students Team, GDCK
Kanees Fatima, Zahra Batool,
Manzoor Hussain, Saima Niyaz
Principal, GDCN
Dr Tsewang Motup
Faculty Team, GDCN
Dr Tsetan Dolker, Dr Stanzin Namgail,
Ms Sabah Sharif
Students Team, GDCN
Ms Padma Dolma, Ms Razia Bano,
Mr Rigzin Wangtak
Chairperson, V2S
Prof. C. Sheela Reddy
Nodal Officer, V2S
Prof. Mukti Kanta Sukla
Teacher-In-Charge
Dr Shruti Mathur
Convenor
Mr Ajit Singh
Teacher Committee
Dr Neha Singhal, Ms Devki, Mr Yogesh
Student Co-ordinator
Mehak Jain
For queries, contact:
Mr Amjad Hussain (GDCK): 9419593915
Dr.Tsetan Dolker(GDCN): 9797876673.
Mr Yogesh 9871140210

Invitation Message

"All of the top achievers I know are life-long learners, Looking for new skills, insights & ideas"
~Denis Whitley ✨

Greetings Everyone,

The Extension Activities Committee of Department of Commerce, Sri Venkateswara College (Delhi University) in collaboration with Government Degree College, Kargil & Government Degree College, Nobra of Universtity of Ladakh under the Vidya Vistar Scheme 📖 are here with an amazing opportunity to help enhance your skill sets. 🤩

We are conducting a 2 hour workshop on 'Improving Presentation Skills using MS Power-Point'.

This online workshop aims to impart hands-on knowledge of MS Power Point which will help the students to create smart and impressive presentations. The workshop will cover topics such as - Adding text, pictures, tables; SmartArt, Animations, Slide Transitions, time & date, hyperlinks and shapes, formatting, Slide master etc. 🌈

Resource Person: Ms Mohini Yadav (Assistant Professor, Department of Commerce, Sri Venkateswara College)

📌 Date: 28th March, 2022

📌 Timings: 3:30 PM - 5:30 PM

📌 Platform: Zoom

Link for Workshop: https://us06web.zoom.us/j/83598223952

So mark the date and don't forget to join us for this enriching workshop!! E-Certificate will be issued to all the participants. 🔥 🤭

In case of queries contact:

☎ Mr. Yogesh Kumar (SVC, DU):

9871140210

☎ Mr. Amjad Hussain, Coordinator (GDCK):

9419593915

☎ Dr. Tsetan Dolker, Coordinator (GDCN):

9797876673

PARTICIPANTS LIST

S.no.	Name	Name of institution	Designation	Department/ course
1)	Amjad Hussain	Govt Degree College Kargil Ladakh	Faculty	Mathematics
2)	NAJUMA BATOOL	Government DEGREE COLLEGE KARGIL	Student	Student
3)	Roqia banoo	Govt degree College kargil	Student	BA
4)	Nargis banoo	Govt degree college kargil	Student	Math
5)	Kalbi ali	Govt degree college kargil	Student	B. Sc
6)	Muntazeer hussian	Government Degree Collage kargil	Student	B.A
7)	Mohammad Ali	Government Degree college Kargil	Student	Bsc non medical
8)	MANZOOR HUSSAIN	G.o.v.t Degree college kargil	Student	Mathematics
9)	Asad Ali	Govt degree college kargil	Student	Non medical
10)	Zulikha jabeen	Government degree college kargil	Student	Bachelor of science
11)	Kaneez Fatima	G D C Kargil	Student	Bsc
12)	Ahmad Ali	GDC Kargil	Student	Bsc. 4th semester
13)	Kharoon nissa	Nissa	Student	Student
14)	Modasir hussain	Govt degree college kargil	Student	Bsc
15)	Muntazir Mehdi	Government Degree College kargil	Student	Geology / BSc
16)	Mohd Nissar	Government Degree college kargil	Student	B. Sc
17)	Liyaqat ali	Government degree College kargil	Student	B.sc
18)	Reswana batool	Govt.degree college kargil	Student	Bsc
19)	Mohd Shokat	Government Degree College, kargil	Student	B.com
20)	Mohsina Gufran	GDC KARGIL	Student	B.Sc
21)	Habibullah	Govt degree college kargil	Student	Bsc
22)	Fatima Nissa	Govt Degree College Kargil	Student	BscN
23)	Zakir Hussain	Govt.degree College kargil	Student	B.sc
24)	Khatija banoo	GDCK	Student	BSC science
25)	Rubina Banoo	Govt Degree College Kargil	Student	Bsc
26)	Najma banoo	govt.degree college Kargil	Student	Madical /bsc
27)	Mohmad Ali	GDC KARGIL	Student	Mathematics
28)	Mohammad Hussain	Govt degree college Kargil	Student	Bsc
29)	Zahra Bee	Government Degree College kargil	Student	Bsc
30)	Mohammad Liyaqat	GDC kargil	Student	Bsc
31)	Kaneez Fatima	Govt.Degree College Kargil	Student	Zoology
32)	Mohd amin	Government degree college kargil	Student	Bsc 2nd semester
33)	Salil Batool	Govt Degree College Kargil	Student	B.sc.
34)	Maryam Bee	Government Degree college kargil	Student	BSC
35)	Anwar Hussain	GDCK	Student	B.Sc
36)	Hamida banoo	Govt degree college kargil	Student	B. A
37)	Liyaqat ali	Govt degree collage kargil	Student	Ug

38)	Razia Banoo	Govt. Degree College Kargil, Ladakh	Student	BSC
39)	Sajjad hussain	Govt. Degree college kargil ladakh	Student	Bsc
40)	Mumtaz Ali	Govt. Degree College Kargil	Student	Bsc.
41)	Altaf Hussain	Govt degree College kargil ladakh	Student	Science
42)	Mohammad Ali	GDC Kargil	Student	Bsc
43)	Mohmad Tohir	Government degree College kargil ladakh	Student	Bscn
44)	Velliyath Ali	Mushroom	Student	Science
45)	Mehboob Ali	Govt degree college kargil	Student	Math
46)	Qudsiya nigar	Govt Degree collage kargil	Student	Medical
47)	Nasir Ud din	Panchayat raj	Student	Science
48)	Mohmmad Ali Sharah	Government Degree College Kargil	Student	Bsc Non-medical
49)	Samana Batool	Govt. Degree College Kargil	Student	B.A course
50)	Mehboob Hussain	Govt degree college kargil	Student	Bsc
51)	Ahmad ali	Govt ..degree colege kargil	Student	Bsc
52)	AJAZ AHMAD	Govt.Degree college kargil ladakh	Student	Bsc
53)	Farida banoo	GDC Kargil	Student	Mathematics
54)	Fatima Zahara	GDCK	Student	Bsc
55)	Zainab banoo	GDCK	Student	BSC
56)	Bashir ahmad	Govt.Degree college kargil	Student	B.sc
57)	Zehrabatool	Govt degree college kargil	Student	Mathematics
58)	Faridah Batool	GDC Kargil	Student	Bsc(Non Medical)
59)	Zahara batool	Govt Degree College kargil	Student	BSC
60)	Najuma banoo	Govt degree College kargil	Student	Bsc
61)	Bilqees Fatima	Govt Degree College kargil	Student	B.A
62)	Md Hasn	GDC kargil	Student	Bs.c
63)	Sajjad ali	Degree college kargil	Student	Bsc
64)	Zahra batool	Degree college kargil	Student	Bsc
65)	Batul Banoo	Govt degree college kargil	Student	B.com
66)	Aijaz ahmad	Government degree college Kargil	Student	Mathematics
67)	Mohammed mehdi	GDC Kargil	Student	Bsc non medical
68)	Gulzar hussain	GDC Kargil	Student	Bsc non medical
69)	Najuma	GDCK	Student	science
70)	Mohd hussain	GDC kargil	Student	Bsc non medical
71)	Mohmmad Sadiq	GDC nubra	Student	B com
72)	Jamila banoo	Government degree College kargil	Student	Bsc
73)	Zareena batool	GDCKargil	Student	BSC
74)	Mohd jawad	G.D.C.kargil	Student	Bsc
75)	Fatima kaneez	Government degree college kargil	Student	Mathematics
76)	Ghulam abass	Zakir husain delhi college	Student	Bsc honers mathematics
77)	amina banoo	govt.degree college kargil	Student	Bsc
78)	Maqsuma banoo	Govt degree college kargil	Student	Bsc
79)	chocho kheroon	Govt Degree college kargil	Student	mathematics

80)	Archo zaheeda banoo	GDCK	Student	BSc 4th semester
81)	Nasreen fatima	GDCK	Student	BA
82)	Najama Fazilat	Government Degree College Kargil(Ladakh)	Student	Department of Commerce
83)	Enayath ali	GDC Kargil	Student	BA
84)	Ahmed Ali	Govt Degree College Kargil	Student	Bachelor of Arts
85)	Ghulam Mehdi Khan	Govt. Degree Collage kargil	Student	Mathematics
86)	Ghulammehdi	Ghulammehdi	Student	4th sem
87)	Ummul baneen	Gdc kargil	Student	BA
88)	Masumah Banoo	Govt.degree college Kargil	Student	BA
89)	Zainab kubra	College	Student	BA 4th semester
90)	Mohd ali	Govt degree college kargil	Student	4thsemester
91)	Mehbuba kousar	GDC kargil	Student	Politics
92)	Mohd Issa	Govt degree college kargil	Student	Pol Science
93)	Fatima banoo	Webinar	Student	Political department
94)	Mohammad hassanain	Govt degree college kargil	Student	BA arts
95)	Abuzar	Gdc	Student	Ug
96)	Zakir hussain	GDC Kargil	Student	Bscn
97)	Safiya banoo	Govt Degree College Kargil	Student	Bsc
98)	M lateef	Govt. Degree college kargil	Student	Math
99)	Dechen Chuskit	Government Degree college Kargil	Student	BSC
100)	Sadaqat alee	Govt degree College kargil	Student	Med course
101)	Mohd reyaz	Gdck	Student	Bsc
102)	Archo Roqiya	GDCKargil	Student	Botany
103)	Mohd Ali	Gdck	Student	Bsc
104)	zararakhaoon	Govt degree College kargil	Student	Polical
105)	Padma stanzin	Govt degree College (nubra)	Student	Course
106)	Stanzin Dolma	Govt degree College diskit nubra	Student	1st semester
107)	Mohd yousf	GDC kargil	Student	Maths
108)	Irfan Hussain Abassi	Degree college kargil Ladakh	Student	B.A(with GG)
109)	Tariq Ahmad Khalil	Govt degree College kargil	Student	BA
110)	Oumbul	Oumbul Bienien	Student	Doctor
111)	Modassir hussain	Government degree college kargil	Student	Arts
112)	Rihana anjum	Govt Degree college kargil	Student	BA
113)	Mustafa kamal	Government degree collage kargil	Student	BSC
114)	Zanaba	Govt degree College Kargil ladakh	Student	Bsc
115)	Reyaz Ahmad	Government degree college Kargil	Student	B. Sc
116)	Mohd kumail	Gdc kgl	Student	Non_medical
117)	Kaneez fatima	Govt degree collage kargil	Student	Bsc
118)	Mehbooba Batool	GDC Kargil	Student	Bsc. 1st year
119)	Khyroon nissa	Government degree College kargil ladakh	Student	UG
120)	Sakina banoo	GDCK kgl	Student	Govt. Degree college kgl
121)	Hakima banoo	2nd semester	Student	Bsc

122)	Murtaza ali	Government degree College kargil	Student	Bsc
123)	Archo Hamida	Government Degree College Kargil	Student	Bsc
124)	Zarina banoo	Govt degree college kargil	Student	Study
125)	Padma Angmo	GDC KARGIL	Student	B.A
126)	Zakir hussain	Govt degree college kargil	Student	B.A
127)	Sindhu Mani Bag	Sri Venkateswara College	Faculty	Commerce
128)	Foziya Zahra	GDC Kargil	Student	Bsc
129)	Enayat ullah khan	Gdc nubra	Student	Ba
130)	Dr Jigmet Ladol	Government Degree College Nobra	Faculty	Department of Chemistry
131)	Fatima Nissa	Govt degree College kargil	Student	Bsc
132)	Furqan Ali	Govt degree college Kargil	Faculty	Arts
133)	Parnika Sharma	SVC	Student	Bcom hons
134)	Kaneez fatima	GDC kargil	Faculty	Bsc
135)	Yasmin Akhtar	Govt degree college kargil	Student	Bsc
136)	Sayeeda banoo	Govt degree collage kargil	Student	2ndsem
137)	Shubh Gupta	Sri Venksteswara college	Student	Bcom. Hons.
138)	nasir hussain	GDC kargil	Student	zoology, botany, bichemistry
139)	Sadiqa banoo	Govt degrees college kargil	Student	Bsc
140)	Sidiqa banoo	Govt degree college Kargil	Student	Bsc
141)	Kaneez Fatima	Govt degree college kargil	Student	Medical
142)	Tayeeba Banoo	Govt.degree college kargil	Student	B.SC
143)	Kulsoom	GDC kargil	Student	Medical
144)	Javeed Iqbal	Govt Degree College Kargil	Student	B.sc
145)	Shehnaaz batool	Govt degree college kargil	Student	Bsc
146)	Khaira Bagum	GDCK	Student	Botany
147)	Dr. Shruti Mathur	Sri Venkateswara college	Faculty	Commerce
148)	Devki	Sri Venkateswara college	Faculty	Commerce
149)	Dr. Neha Singhal	Sri Venkateswara college	Faculty	Commerce
150)	Ajit Singh	Sri Venkateswara college	Faculty	Commerce
151)	Mukti Kant Shukla	Sri Venkateswara college	Faculty	Statistics
152)	Mohini Yadav	Sri Venkateswara college	Faculty	Commerce
153)	Dr. Sindhumani Bag	Sri Venkateswara college	Faculty	Commerce
154)	Priyanka	Sri Venkateswara college	Faculty	Commerce
155)	Dr. S. Venkata Kumar	Sri Venkateswara college	Faculty	Commerce
156)	Dr. Arpita	Sri Venkateswara College	Faculty	Commerce

Ajit singh

EXTENSION COMMITTEE CONVENOR

Shruti Mathur

TEACHER-IN-CHARGE, DEPARTMENT OF COMMERCE

1961 - 2021
Tirumala Tirupati Devasthanams
Sri Venkateswara College
(University of Delhi)

CERTIFICATE

This is to certify that Worskhop on improving Presentation Skills using MS Power-Point was successfully conducted on 28th March 2022 from 3:30 PM – 5:30 PM by the Department of Commerce in the Online mode and its event report has been submitted to IQAC for records.

IQAC Coordinator

Coordinator, IQAC
Sri Venkateswara College
(University of Delhi)
Dhaula Kuan, New Delhi-110021

C. Sheela Reddy
Principal

PRINCIPAL
Sri Venkateswara College
Dhaula Kuan, New Delhi-110021