



**SRI VENKATESWARA COLLEGE  
(University of Delhi)**

**Managed by Tirumala Tirupati Devasthanams (TTD)**

**NAAC Accredited "A+" Grade (2022)**

**Benito Juarez Road  
Dhaura Kuan, New Delhi -110021  
Phone: 91 11-24118590  
Fax: 911124118535  
Webpage: [www.svc.ac.in](http://www.svc.ac.in)  
Email: [principal@svc.ac.in](mailto:principal@svc.ac.in)**

**CRITERIA 1  
Supporting Document**

**1.2.3 Number of students enrolled in Certificate/  
Add-on programs as against the total number of  
students during the year**

**Reports of Add-on/Certificate programs**

  
**Coordinator IQAC**  
Prof. Vartika Mathur  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021

  
**Principal**  
Prof. Vajjala Ravi  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

**SRI VENKATESWARA COLLEGE  
(UNIVERSITY OF DELHI)**

**EVENT REPORT**

| NAME OF THE EVENT: ADD ON COURSE ON “HR ANALYTICS”   |            |                         |                                                     |
|------------------------------------------------------|------------|-------------------------|-----------------------------------------------------|
| DATE                                                 | DEPARTMENT | COMMITTEE/SOCIETY       | COORDINATORS NAME                                   |
| 16 <sup>th</sup> Sep-6 <sup>th</sup> Nov, 2023       | COMMERCE   | ADD ON COURSE COMMITTEE | DR. MAMTA ARORA & MOHINI YADAV                      |
| TIME                                                 | VENUE      | NUMBER OF PARTICIPANTS  | NATURE:<br>Outdoor/Indoor;<br>online/offline/hybrid |
| 10:00 A.M.-12:00 P.M.<br>(Every Saturday and Sunday) | MS TEAMS   | 36 students             | Online                                              |
| FINANCIAL SUPPORT/ASSISTANCE (if any):               | NA         |                         |                                                     |

**BRIEF INFORMATION ABOUT THE ACTIVITY**

| TOPIC/SUBJECT OF THE ACTIVITY                      | ADD ON COURSE ON “HR ANALYTICS”                                                                                                                                                                                           |
|----------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| OBJECTIVES                                         | The objective was to provide a course on HR Analytics as the landscape of business and employment continues to evolve, the integration of data-driven decision-making in human resources has been increasingly essential. |
| METHODOLOGY                                        | The syllabus was designed with the help of expert and online classes were held on MS Teams platform.                                                                                                                      |
| INVITED SPEAKERS WITH AFFILIATION DETAILS (IF ANY) | <b>Dr. Sunil Budhiraja, Assistant professor in School of Management and Labour Studies, Tata Institute of Social Sciences (Mumbai Campus).</b>                                                                            |



|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>OUTCOMES</b> | The enrolled students learnt about Analytical Foundations of HR Measurement, HR Metrics, Descriptive statistics, LAMP Framework for HR Analytics, Designing and administering a pulse survey, HR Analytics for Training and Development, Analytical specific to Performance Management – Application of regression analysis, Analytical specific to Recruitment and Selection Data Visualization using Power BI, Creating reports and HR dashboards using Power BI, SPSS. |

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

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

|                                              |                           |
|----------------------------------------------|---------------------------|
| IQAC Document No: IQAC/SVC/2023-24/COM/04    | Criterion No: III, V      |
| Departmental file No: COMMERCE/2023-24/ADDON | IQAC file No: SVC/2023-24 |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
| Mrs. Mohini Yadav           | Dr. Mamta Arora                              |                                     |

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          |  |               |                                       |

# **HR Analytics**

(Add - On Course Report)

**16<sup>th</sup> September, 2023 – 6<sup>th</sup> November, 2023**

By:

Addon Course Committee

Department of Commerce

Sri Venkateswara College

## ACKNOWLEDGEMENT

We consider it a great privilege to be a part of this prestigious institution Sri Venkateswara College. Not only academically but the college has always excelled in all the fields and it feels extremely great to be a part of one such initiative. We would like to express our special gratitude to our ex-principal madam, **Prof. C. Sheela Reddy** and current acting principal, **Prof. K. Chandramani Singh**, for fostering great values in the college environment and inspiring us to do new things.

We are also very grateful to the resource persons **Dr. Sunil Budhiraja, Assistant professor in School of Management and Labour Studies, Tata Institute of Social Sciences (Mumbai Campus)**, for taking time from his busy schedule to enlighten our students with his expertise.

We also thank **Dr. Mamta Arora, TIC of commerce department** for always keeping our morale high and guiding us from time to time. Special mention goes to our team members, **Mr. Aashish Jain, Mrs. Antima Sharma, Dr. Neha Singhal, Mr. Ajit Singh and Dr. Neetu Kushwaha**, who played a vital role in the fruitful completion of the course.

Last but not the least, a special thanks to all administrative, accounting and ICT department for their cooperation throughout this insightful journey.

***Dr. Mamta Arora***

***Mrs. Mohini Yadav***

***(Course Convener)***



## INTRODUCTION

The simple moto of our addon course committee is to create high impact, hands on experiences that prepare students for meaningful and productive careers. With the huge success of the previous add-on courses on Entrepreneurship, Digital Marketing and Data Analytics with Advance excel, we are delighted to start the new add-on course on HR Analytics in this session. As the landscape of business and employment continues to evolve, the integration of data-driven decision-making in human resources has been increasingly essential.

The **Department of Commerce, Sri Venkateswara College**, under the able guidance of our Acting Principal, Prof. **(Dr.) K C Singh** understood the need of the hour and therefore took the initiative of starting a new add – course on ‘HR Analytics’ for the students. This course aimed at training the students to use employee-related data and analytical processes to improve HR performance level and employee retention.

### **Expected Learning outcomes**

The students who took up this course learnt:

- To collect and analyse past data for identifying underlying causes and trends in employee attrition
- To collate data regarding HR productivity and engagement
- To understand new employee behaviour through data analysis
- To draw insights out of the data and report the findings to the management
- To correlate various types of data and understand the patterns behind important concerns such as low employee performance, compensation revision, etc.
- To create predictive models for better understanding employee behaviour, employee performance, etc.
- To develop HR strategies and make decisions to improve the overall performance and employee satisfaction level.

### **Course Duration**

This was a 15 weeks course with a 30-hour duration which started on 16<sup>th</sup> September, 2023 and ended on 6<sup>th</sup> November, 2023. The classes were held on Saturdays and Sundays.

Thirty-six students from different courses of different colleges of University of Delhi enrolled for the course. Students were from different courses like BA Programme, B.Sc. Biochemistry (Hons), B.Com (Hons), B.Com, B.A ( Vocational Studies ) Human Resource Management and B.Sc. Statistics (Hons). The students were from following colleges:

1. Sri Venkateswara College, University of Delhi (23)
2. College of Vocational Studies, University of Delhi (3)
3. Maharaja Agrasen Institute of Management Studies, GGSIPU (1)
4. Atal Bihari Vajpayee School Of Management and Entrepreneurship, JNU, New Delhi (1)
5. Delhi School of Professional Studies and Research (1)
6. IMS Noida (1)
7. Indraprastha College for Women, University of Delhi (1)
8. Institute of Management and Studies (1)
9. Motilal Nehru College, University of Delhi (1)
10. Shaheed Bhagat Singh College, University of Delhi (1)
11. Sri Guru Gobind Singh College of Commerce, University of Delhi (1)
12. Vivekananda College, University of Delhi (1)

## TEAM BEHIND THE COURSE

### COURSE CONVENERS



Dr. Mamta Arora  
Associate Professor  
TIC, Commerce Department, SVC



Mrs. Mohini Yadav  
Assistant Professor  
Commerce Department, SVC

## TEAM MEMBERS



Mr. Aashish Jain, Assistant professor, Commerce Department, SVC



Mrs. Antima Sharma, Assistant professor, Commerce Department, SVC



Dr. Neha Singhal, Assistant professor, Commerce Department, SVC



Mr. Ajit Singh, Assistant professor, Commerce Department, SVC



Dr. Neetu Kushwaha, Assistant professor, Commerce Department, SVC

The journey of this add-on course on HR Analytics right from idea inception to materialization, would not have been possible without the collective initiative taken by the team conveners and its members, in terms of creativity, techno-savvy skills, diligence and patience. **Dr. Mamta Arora**, the Teacher-in-Charge/ Convenor who has always supported new initiative and creative ideas of the Department colleagues. She has added another feather in her cap by supporting the idea of offering this course. The course began at the initiative of **Mrs. Mohini Yadav** who was fully supported by **Dr. Mamta Arora**. **Dr. Neha Singhal** (Assistant Professor), **Mr. Aashish Jain** (Assistant Professor), **Mrs. Antima Sharma** (Assistant Professor), **Mr. Ajit Singh** (Assistant Professor) and **Dr. Neetu Kushwaha** (Assistant Professor) also deserve a special mention for their valuable inputs and untiring efforts for the successful completion of this program.

## RESOURCE PERSONS



**Dr Sunil Budhiraja**  
**Assistant Professor**  
**Mumbai Campus, Centre for Social & Organisational**  
**Leadership, School of Management and Labour**  
**Studies, Tata Institute of Social Sciences (TISS)**

Dr. Sunil Budhiraja is an Assistant Professor at the School of Management and Labour Studies at the Tata Institute of Social Sciences (TISS). He is a science graduate and MBA with specialization in Human Resource Management. He is a doctorate from Panjab University Chandigarh. He possesses an overall experience of 17 years in teaching, training, research, and consulting. He has served reputed academic institutes, including IIM Ahmedabad and Symbiosis International University, and has been a resource person for numerous research workshops and management development programs. His core interest areas include Research Methods, Change Management, and Performance Management. He is capable of performing both qualitative and quantitative research. Regarding research outcomes, he has more than 20 publications in world-class academic journals, including Personnel Review, International Journal of Manpower, Employee Relations, and IIMB Management Review. He has completed a research project with the University of Helsinki, Finland. He has delivered executive development programs for large private companies and several government organisations.

## SYLLABUS AND STRUCTURE OF THE COURSE

The Course covers the following topics:

### COURSE CONTENTS (28 teaching hours + 2 hours assessment)

| S.No | Topic                                                                                                                                            | No. of hours           |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 1    | <b>Analytical Foundations of HR Measurement</b>                                                                                                  | 2                      |
| 2    | <b>Types of HR Metrics</b>                                                                                                                       | 2                      |
| 3    | <b>Descriptive statistics; choosing the right descriptive statistics for various types of variables/ problems/HR metrics (USE of Dummy Data)</b> | 2                      |
| 4    | <b>LAMP Framework for HR Analytics 2</b>                                                                                                         | 2                      |
| 5    | <b>Designing and administering a pulse survey</b>                                                                                                | 2                      |
| 6    | <b>HR Analytics for Training and Development – Application of Hypothesis testing and parametric tests. (USE of Dummy Data)</b>                   | 4                      |
| 7    | <b>Analytical specific to Performance Management – Application of regression analysis. (USE of Dummy Data)</b>                                   | 4                      |
| 8    | <b>Analytical specific to Recruitment and Selection – Application of logistics regression analysis. (USE of Dummy Data)</b>                      | 4                      |
| 9    | <b>Data Visualization using Power BI. (USE of Dummy Data)</b>                                                                                    | 4                      |
| 10   | <b>Creating reports and HR dashboards using Power BI</b>                                                                                         | 2                      |
|      |                                                                                                                                                  | <b>28 Hours course</b> |

Continuous assessment was taken by the resource person. 2 quiz of 10 marks each and final assessment of 80 marks covering the entire course, adding up to a total of 100 marks.

***STRUCTURE OF THE COURSE: The total course duration is 30 hours including:***

- *Teaching:* 28 hours
- *Assessment:* 2 hours

## INAUGURAL CEREMONY: 16<sup>TH</sup> SEPTEMBER 2023

**Platform: MS Teams**

**Time: 10:00 a.m. to 10:30 a.m.**

**Link: <https://shorturl.at/mpH37>**

The Inaugural Ceremony of the *“HR Analytics”*, Add on Course was held on 16th September 2023 at 10:00 a.m. on the Microsoft Teams Platform. The students from various colleges showed great interest with 36 students successfully registering and continuing the Add on Course. The Department of Commerce faculty were given E-card invitation for attending the session. The Inaugural began with Ms. Mohini Yadav, Convener, Add on Course Committee, welcoming the audience and introducing them to the resource person. She then invited Dr. Mamta Arora, Teacher-in-Charge & Convener, Department of Commerce, SVC who congratulated the add-on course committee for initiating courses like this which is highly in demand from graduate students these days. Then, Ms. Mohini Yadav asked the resource person, Dr. Sunil Budhiraja to address the gathering. The resource person then introduced the participants about the course outline and also shed light on the need and importance of the data in today's dynamically growing digital era. He shared how students and even faculty can benefit from the course design. He also extended his best wishes for the successful completion of this add-on-course. At the end Mr. Aashish Jain proposed the vote of thanks and expressed heartfelt gratitude to all. Prof. (Dr.) K. Chandramani Singh, Acting Principal, SVC, was not able to join the session due to unavoidable circumstances. Nevertheless, the inaugural session concluded successfully with the efforts of Dr. Neha Singhal, Mr. Aashish Jain, Ms. Antima Sharma, Mr. Ajit Singh and Dr. Neetu Kushwaha. (Organising Committee).




## SRI VENKATESWARA COLLEGE

NAAC Grade A+

### DEPARTMENT OF COMMERCE

cordially invites you to the inaugural ceremony of

**ADD ON COURSE  
ON**

**“HR ANALYTICS”**

**16th Sep, 2023| 10:00 AM-11:00 AM**

Meeting link: <https://rb.gy/fx51n>



*Dr. Suril Budhiraja*  
Resource Person



*Prof. (Dr.) K Chandramani Singh*  
Acting Principal

.....

**Dr. Mamta Arora,**  
TIC & Convener  
Add on Course Committee

**Ms. Mohini Yadav**  
Convener  
Add on Course Committee

*Organizing Team*

**Mr. Aashish Jain**

**Mr. Ajit Singh**

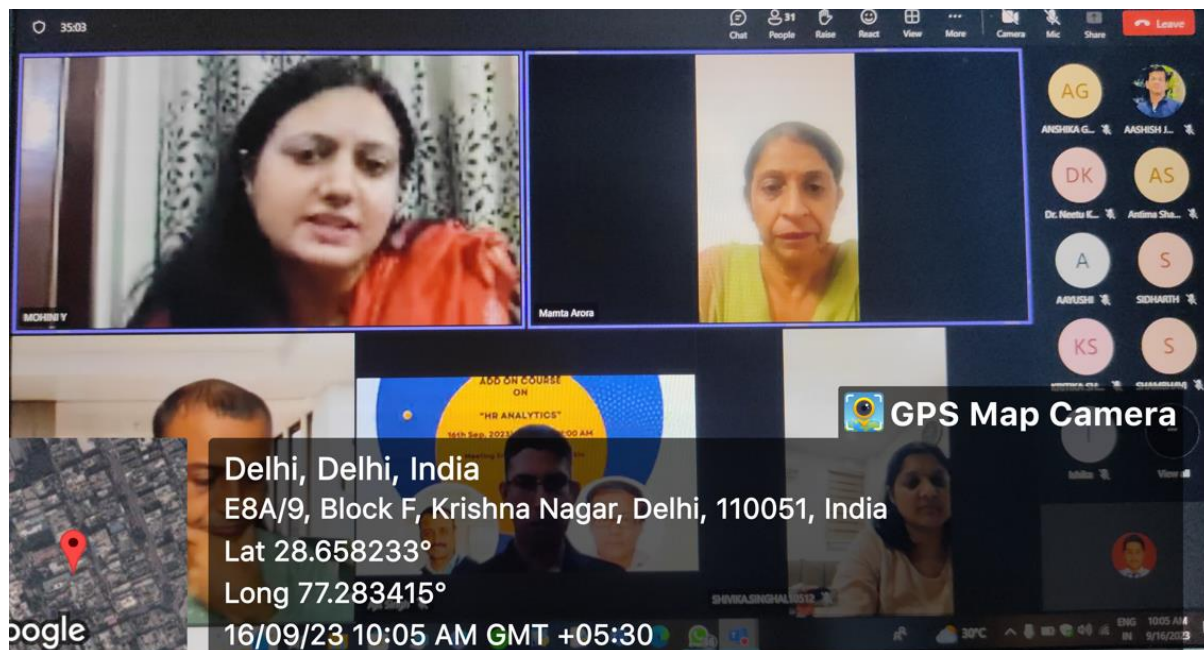
**Ms. Antima Sharma**

**Dr. Neetu Kushwaha**

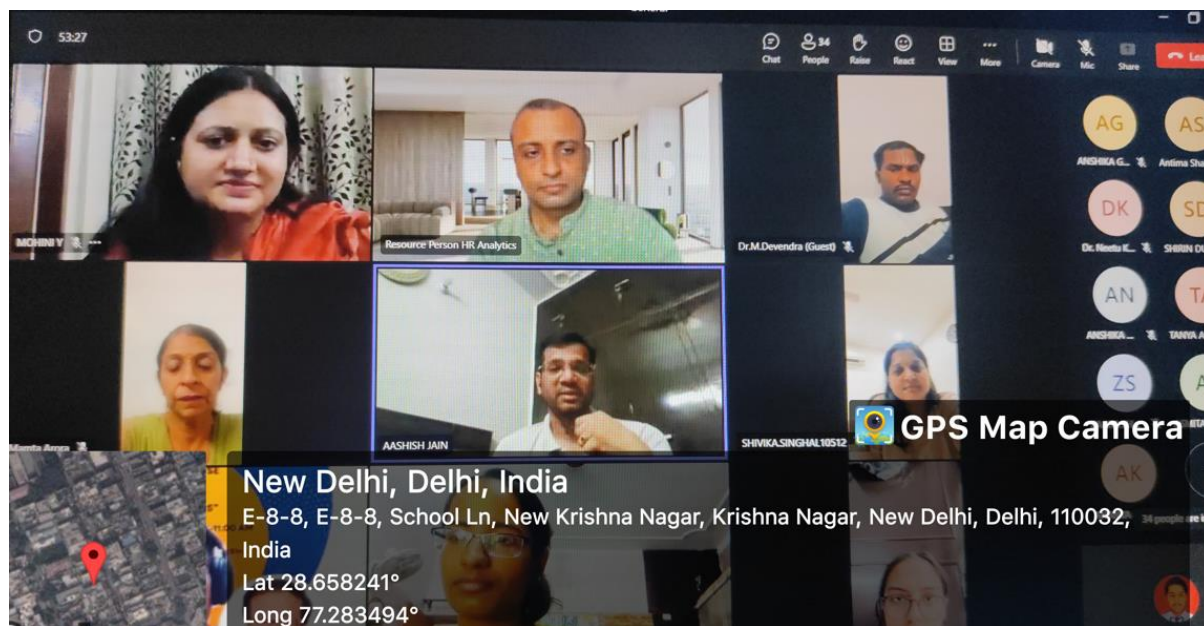
**Dr. Neha Singhal**

*(Inauguration invite)*





*(Ms. Mohini Yadav welcoming the gathering)*



*(Mr. Aashish Jain proposing the vote of thanks)*

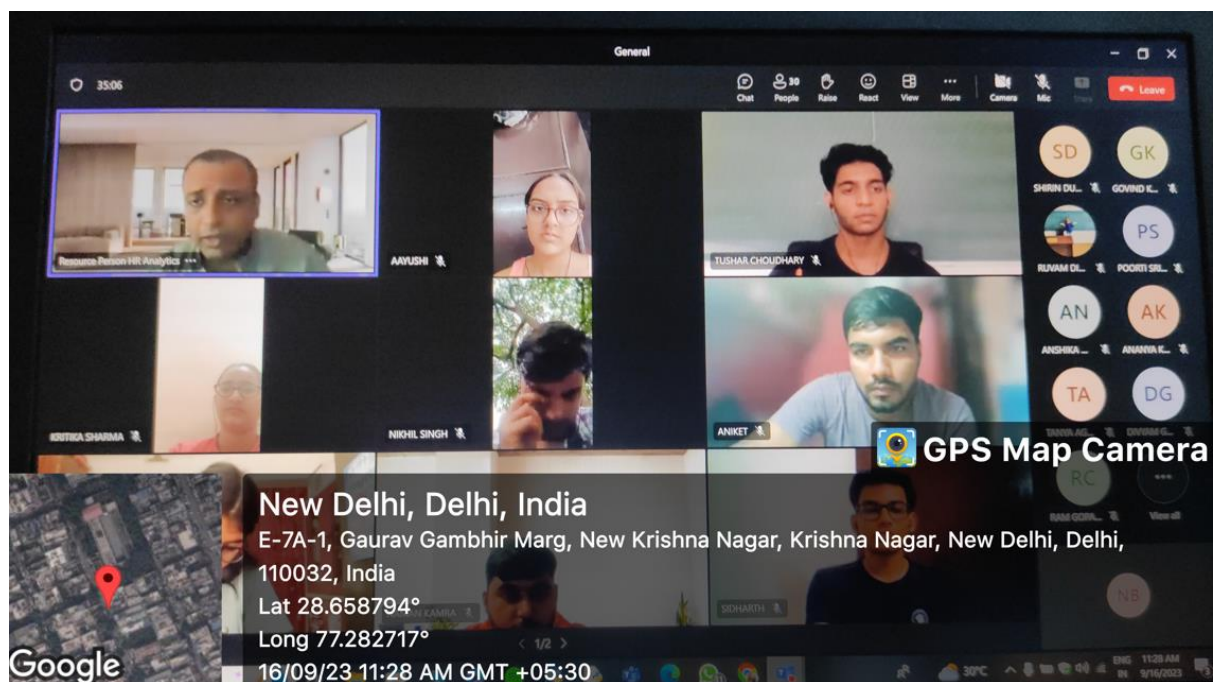
## DAY-WISE REPORTS

**Day 1: SESSION 1 & 2: 16<sup>th</sup> September, Saturday**

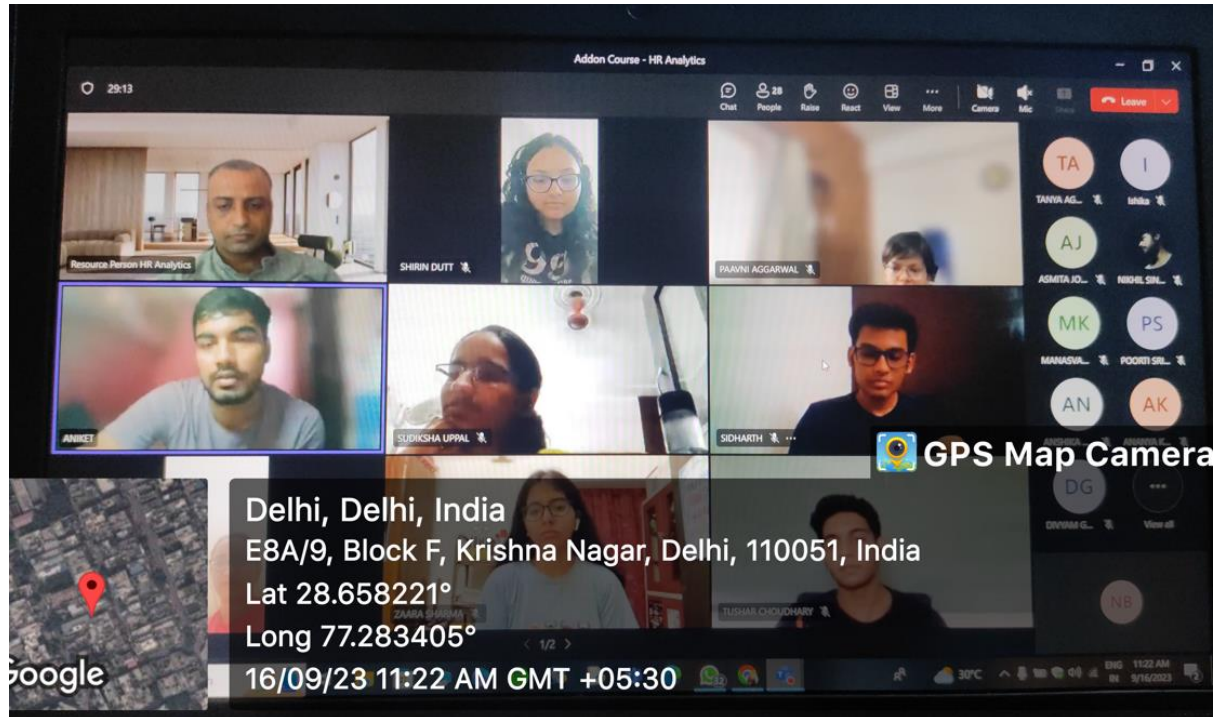
**Time: 11:00 A.M.-1:00 P.M.**

**Link for the session:** <https://shorturl.at/mpH37>

The first session of the ADDON Course was held on 16<sup>th</sup> September, 2023 after the inaugural ceremony. The session started at 11:00 a.m and continued till 1:00 p.m. It started with the introduction the resource person. This was followed by the introduction of students, they also talked about why they joined this course. The session focussed on the course design, objectives of the course, decision making, some research findings. A video was played where Narayan Murthy expressed his facts on moonlighting and had a discussion on the same. It ended with the attendance of the students.



*(Dr. Sunil Budhiraja taking the sessions and introducing the basics of HR Analytics)*



*(Dr. Sunil Budhiraja answering the queries of the students)*

**Day 2: SESSION 3 & 4: 17<sup>th</sup> September, Sunday**

**Time: 11:00 A.M.-1:00 P.M.**

**Link for the session: <https://shorturl.at/mpH37>**

The second session of the ADDON Course was held on 17<sup>th</sup> September, 2023. The session started at 10:00 a.m. and continued till 12:00 p.m. It started with the quick recap of the earlier sessions. Then, there was an introduction of different concepts of HR Analytics such as Types of analysis (descriptive, diagnostic, predictive, prescriptive), burning the HR lamp, Dave Ulrich HR model, Analysis vs Analytics and types of metric in excel. This was followed by the short assignment given to students as home assignment. It ended with the attendance of the students.



01:06:19

Addon Course - HR Analytics

Participants

Presenters (1)

Resource Person HR Analytics  
Organizer

Attendees (34)

NEEL BATRA  
aastha (Guest)  
Meeting guest  
ANAYUSHI  
ANANYA KAPOOR

## Success of HR Analytics

- Logic - The three anchor points of strategic HR are impact, effectiveness, and efficiency.
  - Impact – sustainable strategic success
  - Effectiveness – Aligned actions to achieve desired outcomes

Delhi, Delhi, India  
E8A/9, Block F, Krishna Nagar, Delhi, 110051, India  
Lat 28.658225°  
Long 77.283418°  
17/09/23 11:02 AM GMT +05:30

Lighting the "LAMP"

"The Right Analytics"  
Valid Questions and Results  
(Information, Design, Statistics)

"The Right Logic"  
Rational Talent Strategy  
(Competitive Advantage, Talent)

"The Right Measures"  
Sufficient Data  
(Timely, Reliable, Actionable)

"The Right Process"  
Effective Knowledge Management  
(Values, Culture, Influence)

GPS Map Camera

(Resource Person sharing the content slide with the students)

01:57:43

Meeting in "General"

Participants

Presenters (1)

Resource Person HR Analytics  
Organizer

Attendees (34)

## Types of HR/HC Metrics

| Lead Metrics                                                                                                                                                                | Lag Metrics                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Initiative to attract new hires</li> <li>Number of redeployment initiatives</li> <li>Number of man-days spent in training</li> </ul> | <ul style="list-style-type: none"> <li>Number of resumes received</li> <li>% of benched employees due to overstaffing</li> <li>Performance rating on skills post training</li> </ul> |
| Efficiency Metrics                                                                                                                                                          | Effectiveness Metrics                                                                                                                                                                |
| <ul style="list-style-type: none"> <li>Number of leader competency assessment programs</li> </ul>                                                                           | <ul style="list-style-type: none"> <li>Number of leaders ready for new roles</li> </ul>                                                                                              |

Delhi, Delhi, India  
E8A/9, Block F, Krishna Nagar, Delhi, 110051, India  
Lat 28.658235°  
Long 77.283435°  
17/09/23 11:53 AM GMT +05:30

GPS Map Camera

(Resource Person recapitulating the concepts)

### Day 3: Session 5 & 6: - 23rd September, Saturday

**Time: 05:30 P.M. - 07:30 P.M.**

**Link for the session:** <https://shorturl.at/mpH37>

The third day of the ADDON Course was held on 23rd September, 2023. The session started at 05:30 P.M. and continued till 07:30 P.M. It started with the few doubts of the earlier sessions. Then, the resource person discussed the assignment given to the students in previous class. This was followed by focussing on some corporate examples who have adopted HR Analytics and the pitfalls faced in the same. A podcast was also shared with the students to listen and then the key takeaways from it were discussed. It ended with the attendance of the students.

Meeting in "General"

21:28

Pop out Chat People Roles Share View More

Camera Mic Stop

Participants

Share invite

Ajeet Singh

ANSHIKA AGGARWAL

ANSHIKA NEERAJ

ASMITA JOSHI

DIVYAM GROVER

HITESH PANDHEY

Khushi Bhagwade (Guest)

Meeting guest

KRITIKA SHARMA

MANASVANI KIKUL

Fill-in the blanks

|          | ACQUIRING | SUPPORTING | DEVELOPING | RETAINING |
|----------|-----------|------------|------------|-----------|
| COST     |           |            |            |           |
| TIME     |           |            |            |           |
| QUANTITY |           |            |            |           |
| ERROR    |           |            |            |           |
| REACTION |           |            |            |           |

Resource Person HR Analytics

Type here to search

23-Sept-2023 5:49:47 pm

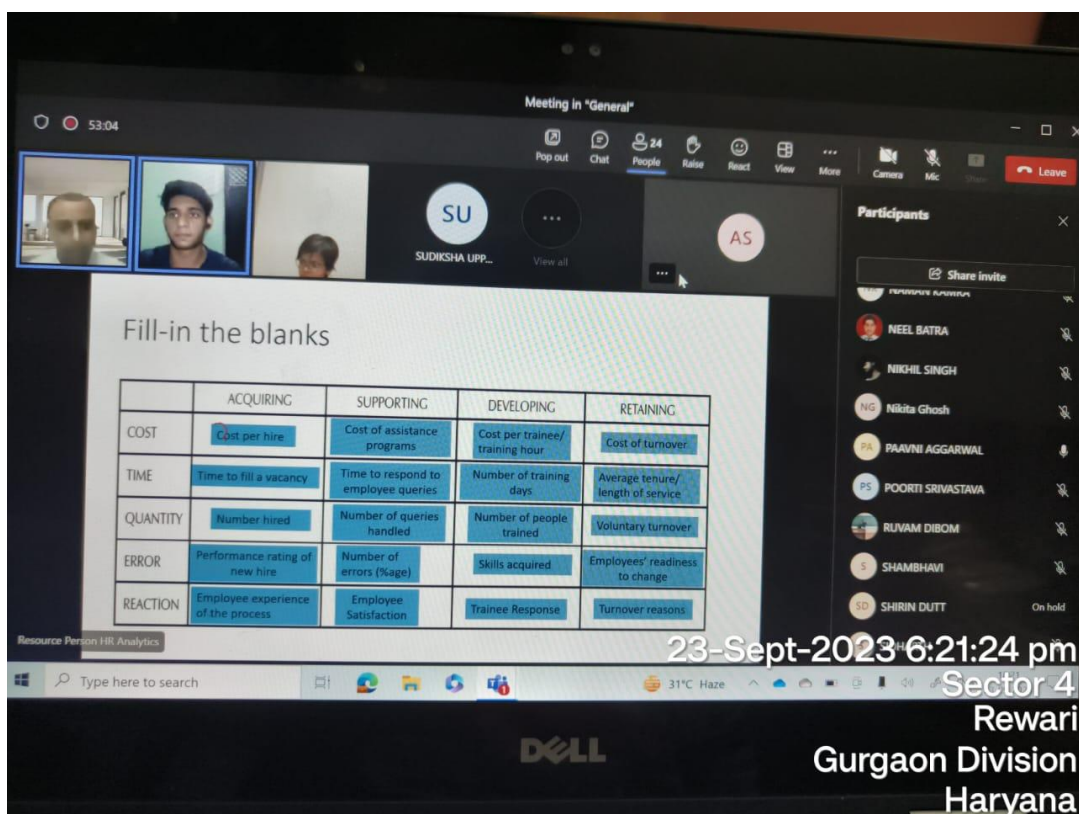
Sector 4

Rewari

Gurgaon Division

Haryana

*(Resource Person taking doubts of the previous session)*



*(Resource Person discussing the assignment)*

**Day 4: SESSION 7 & 8 - 24<sup>th</sup> September, Sunday**

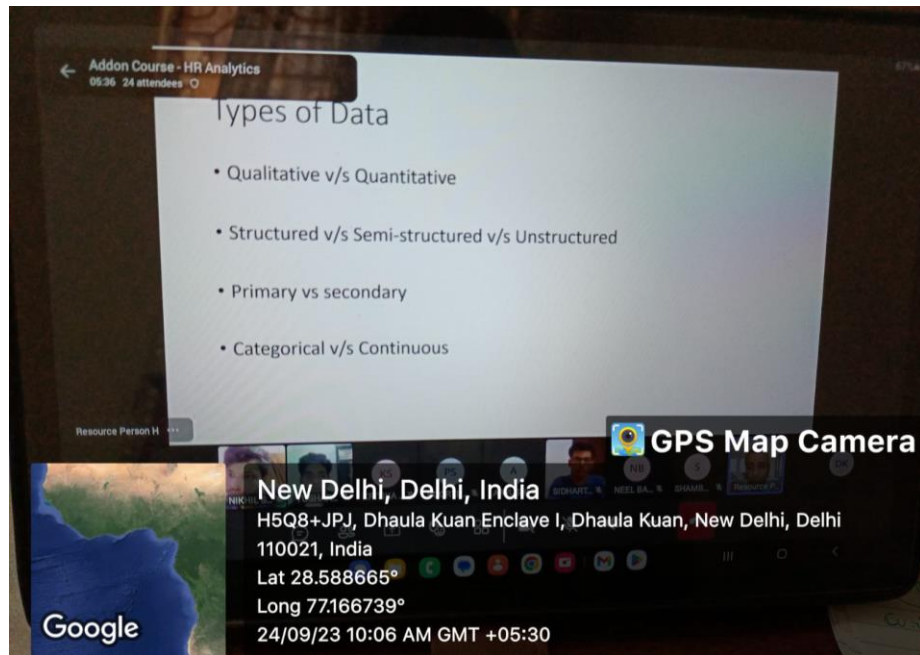
**Time: 10:00 A.M. - 12:00 P.M.**

**Link for the session: <https://shorturl.at/mpH37>**

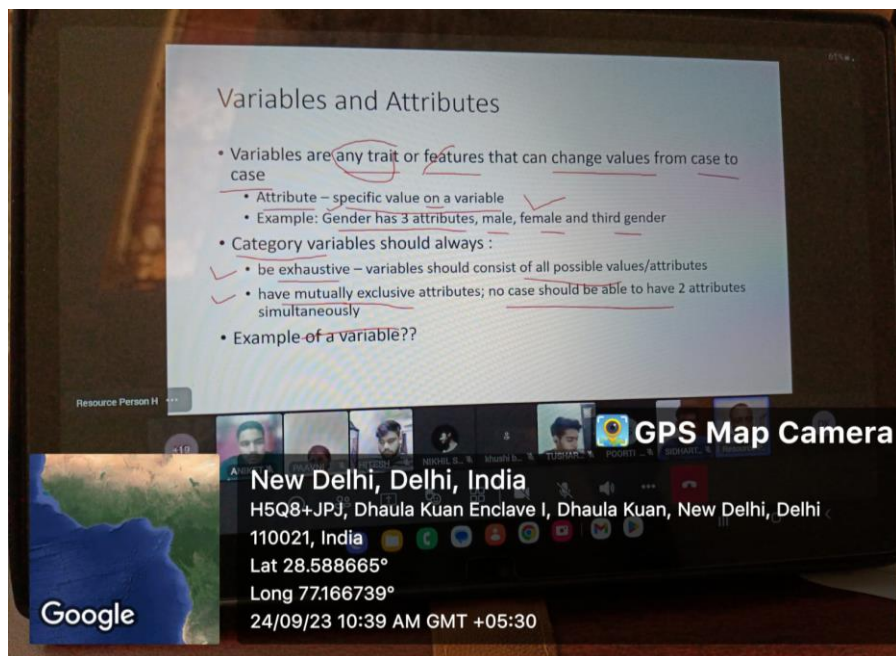
The fourth day of the ADDON Course was held on 24<sup>th</sup> September 2023. The session started sharp at 10:00 A.M. and continued till 12:00 noon. The session started with a revision of previous topics and clearing of doubts of the students. Then, the resource person carried forward the session with the types of data, the difference between data, information, knowledge & wisdom, and variables & attributes. The resource person also taught students about translating a business problem issue into a research problem and how one can break the problems into variables. Afterwards, the students were given 5 minutes time to brainstorm on the possible reasons for employee turnover. The session ended with a discussion on the type of scale and an activity to create statements for measuring employee satisfaction using all types of scales. At last, the



resource person informed students about the upcoming quiz for assessment which will take place in the next session and also provided them with the required study material which will help students to prepare for the assessment.



*(Resource person discussing types of data)*



*(Resource person discussing about variables and attributes)*

Possible reasons of employee turnover

- Workload
- Salary and Compensation (3)
- Competitiveness in salary and benefits
- Reward and recognition
- Job description
- Career growth (job security) - 2
- Leadership style
- Learning opportunities (3)
- Organisation structure
- Interpersonal relations
- Job meaningfulness
- Communication, including feedback

Employee Turnover

New Delhi, Delhi, India  
H5Q8+JPJ, Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, India  
Lat 28.588665°  
Long 77.166739°  
24/09/23 11:27 AM GMT +05:30

*(Brainstroming session)*

Create 5 statements to measure employee satisfaction using all four types of scale.

- Belongs - M or F or A
- Department - A or B or C
- How likely are you coming to office tomorrow
- Rate your satisfaction on a scale of 1 to 5, where 1 means strongly unsatisfied and 5 means strongly satisfied
- How much salary hike did you get in this financial year?

New Delhi, Delhi, India  
H5Q8+JPJ, Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, India  
Lat 28.588665°  
Long 77.166739°  
24/09/23 11:49 AM GMT +05:30

*(Activity given by resource person)*

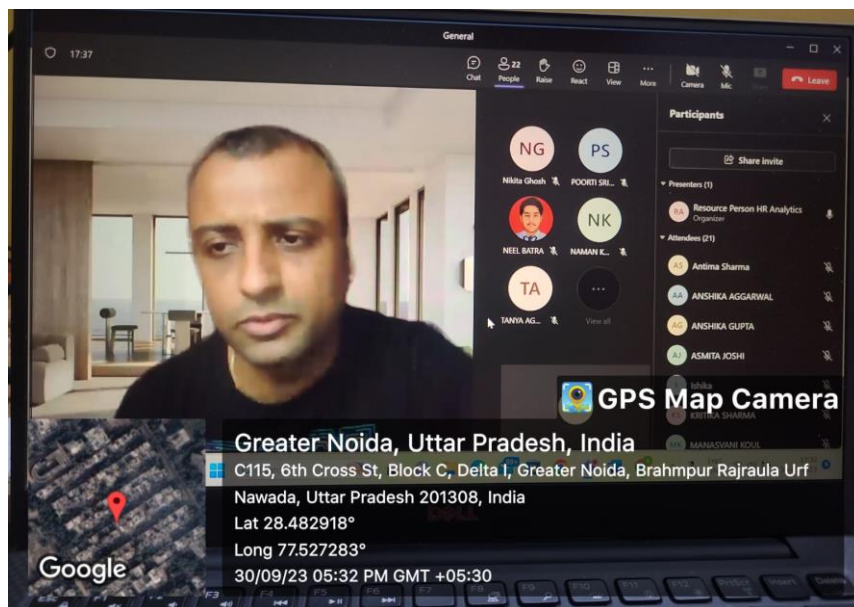


## Day 5: Session 9 & 10: - 30<sup>th</sup> September, Saturday

**Time: 05:30 P.M. - 07:30 P.M.**

**Link for the session:** <https://shorturl.at/mpH37>

The fifth day of the ADDON Course was held on 30<sup>th</sup> September 2023. The session started at 5:30 p.m. and continued till 7:30 p.m. At starting resource person addressed queries of the previous session. Later, resource person assigned a quiz to the students. In quiz 10 questions were assigned, each question carries one mark. This quiz was a part of the final assessment. Here is the link of the quiz: <https://forms.gle/YAPqsrj2UjLYRRiU6>. Following this, a dummy data file shared by the resource person. Continuing the session, the resource person explained the difference between effectiveness and efficiency. This session focused on introduction to MS Excel for descriptive statistics, data cleaning, coding, and processing. Resource person also explained various types of data analysis e.g., univariate analysis, bivariate analysis, and multivariate analysis. Afterwards, resource person taught data preparation process and demonstrated how to calculate the descriptive statistics in MS excel. A concise explanation on mean, median, mode, kurtosis, standard deviation, standard error, and skewness was also given. The session ended with the attendance of the students.



*(Resource person answering the doubts of the students)*

The screenshot shows a Zoom meeting interface. The main window displays a presentation titled "Levels of Analytics". The presentation content is as follows:

**Levels of Analytics**

The diagram shows a vertical axis labeled "Value" and a horizontal axis labeled "Complexity & difficulty". Four levels of analytics are shown in boxes, stacked vertically from bottom to top: Descriptive analytics, Diagnostic analytics, Predictive analytics, and Prescriptive analytics. Callout bubbles provide examples for each level:

- Descriptive analytics:** What has happened? Tables, graphs etc.
- Diagnostic analytics:** Why did that happen? Distribution of data etc.
- Predictive analytics:** What might happen in future? Regression analysis etc.
- Prescriptive analytics:** What should we do next? Decision trees, possible next steps.

Below the presentation, a Google Map overlay shows the location: Greater Noida, Uttar Pradesh, India. The address is C115, 6th Cross St, Block C, Delta I, Greater Noida, Brahmpur Rajraula Urf Nawada, Uttar Pradesh 201308, India. The coordinates are Lat 28.482902° and Long 77.527291°. The timestamp is 30/09/23 06:22 PM GMT +05:30.

The Zoom meeting chat on the right shows a message from TUSHAR CHOUDHARY: "Effective- concerned with completion of task. Efficient completion of task within less resources. Or less time. Or more output with same input."

*(Resource person discussing about level of analytics)*

The screenshot shows a Zoom meeting interface. The main window displays a presentation titled "Data Preparation Process". The presentation content is as follows:

**Data Preparation Process**

The diagram shows a flowchart of the data preparation process. The steps are: Data Collection, Data Cleaning, Data Transformation, Data Loading, and Data Maintenance. The flow is: Data Collection → Data Cleaning → Data Transformation → Data Loading → Data Maintenance.

Below the presentation, a Google Map overlay shows the location: Greater Noida, Uttar Pradesh, India. The address is C115, 6th Cross St, Block C, Delta I, Greater Noida, Brahmpur Rajraula Urf Nawada, Uttar Pradesh 201308, India. The coordinates are Lat 28.4829° and Long 77.527296°. The timestamp is 30/09/23 06:10 PM GMT +05:30.

The Zoom meeting chat on the right shows a message from TUSHAR CHOUDHARY: "Effective- concerned with completion of task. Efficient completion of task within less resources. Or less time. Or more output with same input."

*(Resource person explaining data preparation process)*

## Day 6: Session 11 & 12: - 1<sup>st</sup> October, Sunday

**Time: 10 A.M. – 12:00 P.M.**

**Link for the session: <https://shorturl.at/grzLS>**

The session started at 10:00 a.m. and continued till 12:00 p.m. At starting resource person gave a quick recap of earlier session and answered the doubts of the students. This session focuses on measures of variability. A detailed explanations on standard deviation, standard error, inter quartile range, coefficient of variation, and outliers was given. Resource person also explained the concept of bar graph & histogram, and difference between the two charts. Continuing the session resource person gave a detailed description on the shape of distribution and explained the concept of normal distribution, positive skewness, and negative skewness. Later, resource person explained how to create a box plot in excel to identify the outliers in the data. At the end resource person demonstrated creation of pivot table in excel. The session ended with the attendance of the students.

The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "Measures of Variability" with the following content:

- Range
- IQR
- Standard Deviation
- Variance
- Coefficient of variation
  - $CV = (\text{sample SD} / \text{sample mean}) * 100$
  - High CV indicates high variability relative to the size of the mean.
  - Smaller CV represents more consistency within a data set of data values.

Below the presentation, a Google Map is visible, showing the location of Greater Noida, Uttar Pradesh, India. The map includes the following details:

- Greater Noida, Uttar Pradesh, India
- C115, 6th Cross St, Block C, Delta I, Greater Noida, Brahmipur Rajraula Urf Nawada, Uttar Pradesh 201308, India
- Lat 28.482904°
- Long 77.527293°
- 01/10/23 10:36 AM GMT +05:30

The Zoom interface also shows a sidebar with participant avatars and a "GPS Map Camera" overlay in the bottom right corner.

***(Topic of Session: Measures of Variability)***

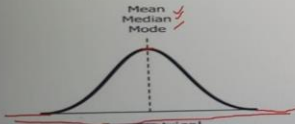
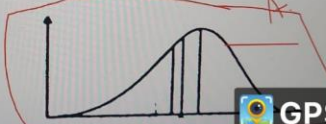


52:06

Pop out Chat People Raise React View More Camera Mic

## Shape of distribution

- A histogram provides a graphical display showing the shape of a distribution
  - A distribution can be symmetrical or skewed
- A symmetrical distribution may be either bell-shaped or U shaped.
- In symmetrical distribution, the values of mean, median and mode are equal i.e. Mean=Median=Mode

Google

Greater Noida, Uttar Pradesh, India  
C113, 6th Cross St, Block C, Delta I, Greater Noida, Brahmipur Rajaula Urf  
Nawada, Uttar Pradesh 201308, India  
Lat 28.483003°  
Long 77.527282°  
01/10/23 10:50 AM GMT +05:30

GPS Map Camera

*(Resource person sharing the content slides with the students)*

01:44:47

Pop out Chat People Raise React View More Camera Mic

General

File Home Insert Page Layout Formulas Data Review View Help JMP PivotTable Tools Tell me what you want to do

Clipboard Font Alignment Number Styles Conditional Formatting Cell Styles Sort & Filter Editing Add-ins

G12 67038.1157894737

| Average of Gross Salary | Column Labels | 1.00     | 2.00     | 3.00     | 4.00     | 5.00     | Grand Total |
|-------------------------|---------------|----------|----------|----------|----------|----------|-------------|
| Row Labels              |               |          |          |          |          |          |             |
| Administration          |               | 92058.00 | 67216.93 | 74107.00 | 64568.26 | 46056.83 | 65419.79    |
| East Asia & Pacific     |               | 74764.67 | 66342.00 | 59242.73 | 80046.83 | 67518.20 |             |
| HR and Personnel        |               | 82452.00 | 77052.00 | 65215.17 | 60755.70 | 67442.75 | 67422.24    |
| IT                      |               | 77161.00 | 73933.50 | 63819.75 | 74677.57 | 81079.00 | 74280.30    |
| Operations              |               | 72698.33 |          | 54569.00 | 78019.00 |          | 73092.50    |
| Sales                   |               | 48391.00 | 62043.33 | 54720.25 | 59731.43 | 71603.50 | 58760.87    |
| Supply Chain            |               | 79699.17 | 63922.71 | 69532.33 | 61118.71 | 70681.00 | 68586.41    |
| Grand Total             |               | 72573.29 | 64550.40 | 65917.29 | 64104.52 | 69106.06 | 67038.12    |

PivotTable Fields

Choose fields to add to report:

Search:

☒ Gross Salary

☐ Total Work Experience as on March 2022

☐ Age as on March 2022

☐ Number of leaves in 2021

Drag fields between areas below:

Filters Columns Rows

Google

Greater Noida, Uttar Pradesh, India  
C115, 6th Cross St, Block C, Delta I, Greater Noida, Brahmipur Rajaula Urf  
Nawada, Uttar Pradesh 201308, India  
Lat 28.482922°  
Long 77.527252°  
01/10/23 11:42 AM GMT +05:30

GPS Map Camera

*(Resource person demonstrating creation of pivot table in excel)*

## Day 7: Session 13 & 14: - 7<sup>th</sup> October, Saturday

Time: 5:30 P.M. – 7:30 P.M.

Link for the session: <https://shorturl.at/grzLS>

The sessions of the seventh day of the Add-on course were held on October 7th, 2023. The session started at 05:30 P.M. and continued till 07:30 P.M. It started with a few doubts from the earlier sessions and a recapitulation of the concepts taught in the previous class. This was followed by the concepts of Probability Distribution and Z Score which were the topics of the day. The resource person started with the basics of probability and then moved on to fundamental principles and types of distributions. He also compared binomial and poisson distribution and talked about the importance of Z score in analytics. He also employed the use of MS Excel to illustrate the concepts and use of formulas when and where required. The session ended with the attendance of the students.

The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "Probability Basics". The slide contains a bullet point: "What is the probability of picking a red marble out of a bowl with 2 red and 8 green?". Below the text is a diagram of a bowl containing 10 marbles: 2 red and 8 green. A blue circle highlights the two red marbles, and a text box points to them with the text "There are 2 outcomes that are red". Below the diagram, the calculation for the probability is shown:  $p(\text{red}) = 2 \text{ divided by } 10$  and  $p(\text{red}) = .20$ . In the bottom left corner, there is a Google Maps inset showing a location in Delhi, India, with coordinates Lat 28.65876° and Long 77.282358°. The bottom right corner shows a "GPS Map Camera" overlay. The Zoom toolbar at the top includes icons for Pop out, Chat, People (25), Raise, React, View, More, Camera, and Mic. The bottom status bar shows the date and time as 07/10/23 05:40 PM GMT +05:30, along with system icons for temperature (35°C), battery, and network.

(Resource person discussing the basics of probability)



Relationship between Sample, Sampling Distribution & Population

Empirical  
(exists in reality) but unknown ✓

Non-empirical  
(theoretical or hypothetical)  
Laws of probability allow us

POPULATION

SAMPLING DISTRIBUTION

SAMPLE

Delhi, Delhi, India  
E8A/8, Block F, Krishna Nagar, Delhi, 110051, India  
Lat 28.658246°  
Long 77.283422°  
07/10/23 07:25 PM GMT +05:30

Google

GPS Map Camera

Resource Person HRI Analytics

*(Resource person addressing doubts at the end)*

**Day 8: Session 15 & 16: - 8<sup>th</sup> October, Sunday**

**Time: 10 A.M. – 12:00 P.M.**

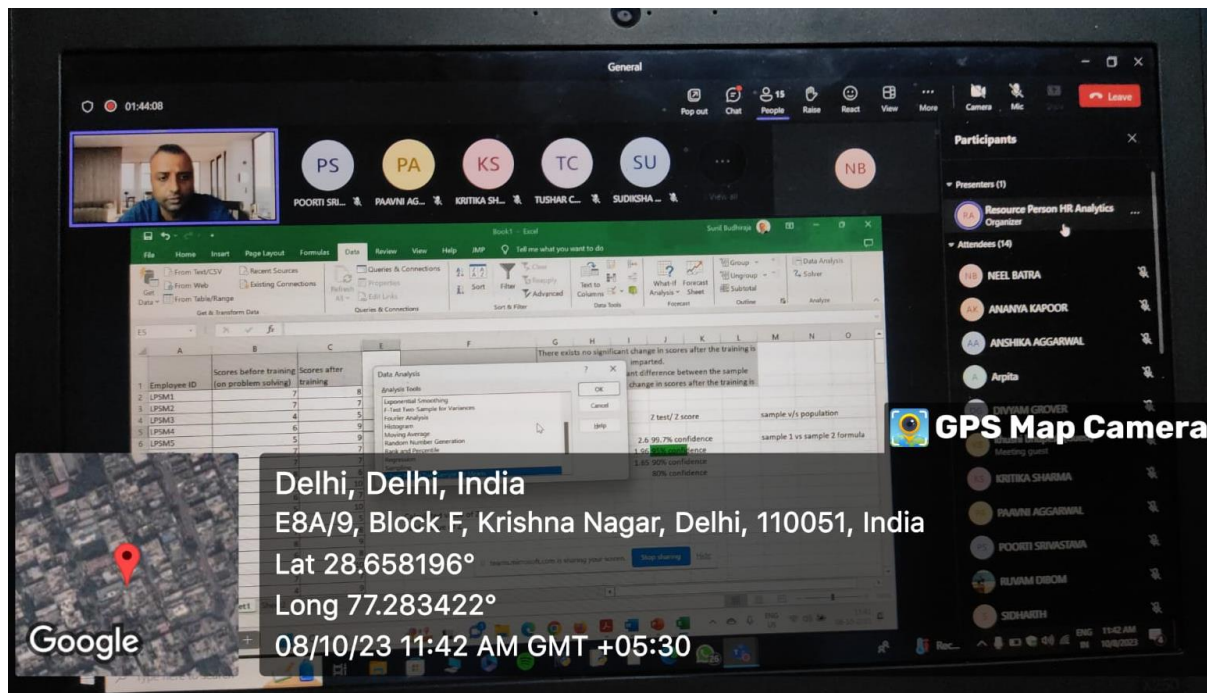
**Link for the session: <https://shorturl.at/grzLS>**

The eighth day of the Addon course was on October 8<sup>th</sup>, 2023. The session started at 10:00 a.m. and continued till 12:00 noon. It started with the revision of the concepts taught in the previous class which was then followed by the concepts of Hypothesis testing and Application of t-test which were the topics of the day. The resource person started with a flow diagram explaining the hypothesis formulation and testing process in detail. He then moved to the application of t-test for training effectiveness and compared it with z-test taught previously. The resource person also gave a few numerical to the students for practice and discussed them. He also employed the use of MS Excel to illustrate the concepts and use of formulas when and where required. Before ending the session, the resource person shared the content slides and dummy data with the

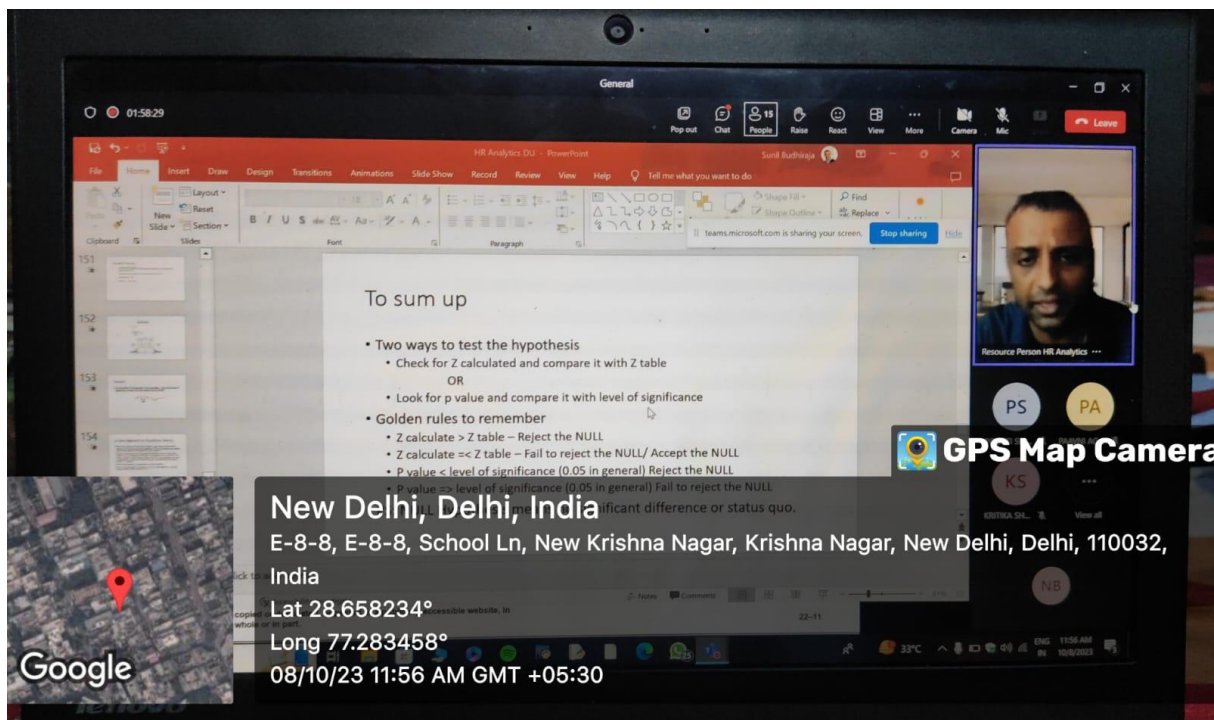
The image is a composite of three distinct visual elements:

- Top Section:** A photograph of a laptop screen displaying a Google Chrome browser window. The browser shows a statistics textbook page titled "Worked-Out Answers to Self-Check Exercises" with mathematical formulas and a list of exercises. A video call interface is visible on the right side of the screen, showing four participants in a grid layout.
- Bottom Left Section:** A satellite map from Google Maps showing a dense urban area in New Delhi, India. A red location pin is placed on the map, and the text "New Delhi, Delhi, India" is overlaid. Below the map, the Google logo is visible.
- Bottom Right Section:** A black rectangular overlay containing the text "GPS Map Camera" in white, bold font. Below this text, the same address "New Delhi, Delhi, India" and coordinates are displayed, along with a timestamp "08/10/23 10:22 AM GMT +05:30".

28



*(Resource person using excel to teach application of formulas)*



*(Resource person ending the session with a summary)*



**Day 9: Session 17 & 18: - 14<sup>th</sup> October, Saturday**

**Time: 05:30 P.M. – 07:30 P.M.**

**Link for the session: <https://shorturl.at/grzLS>**

The ninth day of the add-on course was held on October 14<sup>th</sup>, 2023. The session started at 05:30 P.M. and continued till 07:30 P.M. It started with the revision of the concepts taught in the previous class which was then followed by the concepts of HR Application of t-test and ANOVA which were the topics of the day. The resource person started with the basic concepts of variance and subsequently moved to advance concepts. He also discussed a few practical examples and questions with the students for practice and also employed the use of MS Excel to illustrate the concepts and use of t-test and ANOVA for data analysis (when and where required). Before ending the session, the resource person shared the content slides and dummy data with the students for their practice after the class. Finally, the session ended with the attendance of the students.

The screenshot shows a Zoom meeting interface. The main window displays an Excel spreadsheet with a table of data. The table has columns for 'Plant', 'Gross Salary', and 'Total variance'. The data rows show values for 16 plants. The formula bar shows  $=VAR.S(C2:C191)$ . The Zoom interface includes a top bar with icons for Pop out, Chat, People, Rate, React, View, More, Camera, and Mic. A small video window on the right shows the resource person, Sunil Bushinaga. Below the Excel window, a Google Map is visible, showing the location of the resource person in New Delhi, India. The map includes the address: E-8-7, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India. The coordinates are Lat 28.65824° and Long 77.283462°. The date and time are 14/10/23 06:56 PM GMT +05:30.

| Plant | Gross Salary | Total variance |
|-------|--------------|----------------|
| 1     | 74827        |                |
| 2     | 60313        |                |
| 3     | 77385        | 430931448.4    |
| 4     | 86864        |                |
| 5     | 91679        |                |
| 6     | 46712        |                |
| 7     | 46092        |                |
| 8     | 98662        |                |
| 9     | 77497        |                |
| 10    | 42566        |                |
| 11    | 92151        |                |
| 12    | 76937        |                |
| 13    | 55905        |                |
| 14    | 83370        |                |
| 15    | 34652        |                |
| 16    |              |                |

New Delhi, Delhi, India  
E-8-7, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India  
Lat 28.65824°  
Long 77.283462°  
14/10/23 06:56 PM GMT +05:30

*(Resource person discussing the basic concepts)*

01:48:57

General

Stop sharing

PowerPoint

Non Parametric tests

- Non parametric test do not make any assumption about the distribution of the variable whereas parametric test assumes that the continuous variable should be normally distributed.

| Parametric Test | Equivalent non parametric tests |
|-----------------|---------------------------------|
| T-test          | The Mann-Whitney test           |
| One way ANOVA   | The Kruskal – Wallis test       |
| Two way ANOVA   | Two Way ANOVA                   |

New Delhi, Delhi, India  
E-8-6, E-8-6, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India  
Lat 28.658337°  
Long 77.283368°  
14/10/23 07:18 PM GMT +05:30

GPS Map Camera

*(Resource person sharing content slides with the students)*

01:53:29

General

Stop sharing

Excel

Anova: Single Factor

SUMMARY

| Groups    | Count | Sum | Average  | Variance |
|-----------|-------|-----|----------|----------|
| Delhi     | 38    | 344 | 9.052632 | 140.1053 |
| Mumbai    | 31    | 209 | 6.741935 | 29.39785 |
| New York  | 20    | 119 | 5.95     | 6.365789 |
| Sydney    | 65    | 379 | 5.830769 | 9.611538 |
| Singapore | 36    | 224 | 6.222222 | 12.86349 |

ANCOVA

| Source of Variation | df   | MS       | F        | P-value  | F crit   |
|---------------------|------|----------|----------|----------|----------|
| Between Groups      | 4    | 69.73451 | 1.786296 | 0.133356 | 2.420479 |
| Within Groups       | 7222 | 141      | 185      | 39.0386  |          |
| Total               | 7501 | 079      | 189      |          |          |

New Delhi, Delhi, India  
E-8-8, E-8-8, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India  
Lat 28.658236°  
Long 77.283507°  
14/10/23 07:22 PM GMT +05:30

GPS Map Camera

*(Resource person showing use of excel for data analysis)*



## Day 10: Session 19 & 20: - 15<sup>th</sup> October, Sunday

Time: 10:00 A.M. – 12:00 P.M.

Link for the session: <https://shorturl.at/grzLS>

The tenth day of the ADDON Course was held on October 15<sup>th</sup>, 2023. The session started at 10:00 A.M. and continued till 12:00 NOON. It started with a short assessment in the form of quiz from the previous four sessions. The link for the quiz is <https://forms.gle/zK3Ekf2wHZnkYp2u8>. After the assessment, the questions asked were discussed, which was then followed by the revision and doubts of the concepts taught in the previous class. The resource person then began with the concepts of Chi Square Testing. The resource person started with the basic concepts of F ratio and subsequently moved to advance concepts. He also showed a video to the students for better clarity of the concepts. A few practical examples and questions were also discussed with the students for practice and he also employed the use of MS Excel to illustrate the practical application of the concepts taught. Before ending the session, the resource person shared the content slides and dummy data with the students for their practice after the class. Finally, the session ended with the attendance of the students.

The screenshot shows a Zoom meeting interface. The main window displays a presentation slide titled "The F Ratio". The slide content includes the formula for the F ratio: 
$$F = \frac{\text{Mean square between} = \text{Explained variance}}{\text{Mean square within} = \text{Unexplained variance}}$$
 and a bullet point: 

- Mean squared = variance =  $\frac{\text{Sum of Squares}}{df}$

 A Google Maps overlay is visible in the bottom left corner, showing a location in Delhi, India, with coordinates Lat 28.658205° and Long 77.283319°. The overlay also displays the date and time: 15/10/23 10:21 AM GMT +05:30. The Zoom interface includes a toolbar at the top with icons for Pop out, Chat, People, Raise, React, View, More, Camera, and Mic. A small video feed of the resource person is visible in the top right corner.

*(Resource person discussing F ratio)*

The screenshot shows a video call interface. The main window displays an Excel spreadsheet titled "dummy data version 5 - Excel" by Sunil Budhiraja. The spreadsheet contains two contingency tables: "Observed Contingency Table" and "Expected Contingency Table". The "Observed Contingency Table" has columns for Row Labels, Male, Female, and Grand Total. The "Expected Contingency Table" has columns for Row Labels, Male, Female, Grand Total, and (O-E)^2. The data is as follows:

| Row Labels          | Male | Female | Grand Total |
|---------------------|------|--------|-------------|
| Administration      | 39   | 9      | 48          |
| East Asia & Pacific | 25   | 7      | 32          |
| HR and Personnel    | 27   | 7      | 34          |
| IT                  | 19   | 1      | 20          |
| Operations          | 8    | 0      | 8           |
| Sales               | 23   | 0      | 23          |
| Supply Chain        | 30   | 2      | 32          |
| Grand Total         | 171  | 19     | 190         |

The "Expected Contingency Table" has the following data:

| Row Labels          | Male | Female | Grand Total | (O-E)^2 |
|---------------------|------|--------|-------------|---------|
| Administration      | 43.2 | 4.8    |             | 17.64   |
| East Asia & Pacific | 22.5 | 2.5    |             | 6.25    |
| HR and Personnel    | 30.6 | 3.4    |             | 12.96   |
| IT                  | 18   | 2      |             | 1       |
| Operations          | 7.2  | 0.8    |             | 0.64    |
| Sales               | 20.7 | 2.3    |             | 5.29    |
| Supply Chain        | 28.8 | 3.2    |             | 1       |
| Grand Total         |      |        |             | 15.5964 |

Below the tables, a GPS map overlay shows the location: New Delhi, Delhi, India. The address is E-8-8, E-8-8, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India. The coordinates are Lat 28.65822° and Long 77.283448°. The date and time are 15/10/23 11:22 AM GMT +05:30. The map is labeled "Google".

On the right side of the video call, there is a participant list with names: S, KS, PA, NB. The video call interface also shows a "Leave" button and a "Camera" icon.

(using excel for practical application)

The screenshot shows a video call interface with two participants. The main window displays a video feed of a man wearing a headset. The video call interface also shows a "Leave" button and a "Camera" icon. On the right side, there is a participant list with names: TC, S, TUSHAR C., SIDDHARTH, SU, AS, SUDIKSHA, Aji Singh, MK, ANSHU, ANNEE, NB. The video call interface also shows a "Leave" button and a "Camera" icon.

Below the video feed, a GPS map overlay shows the location: New Delhi, Delhi, India. The address is E-8-8, E-8-8, School Ln, New Krishna Nagar, Krishna Nagar, New Delhi, Delhi, 110032, India. The coordinates are Lat 28.658225° and Long 77.283502°. The date and time are 15/10/23 11:55 AM GMT +05:30. The map is labeled "Google".

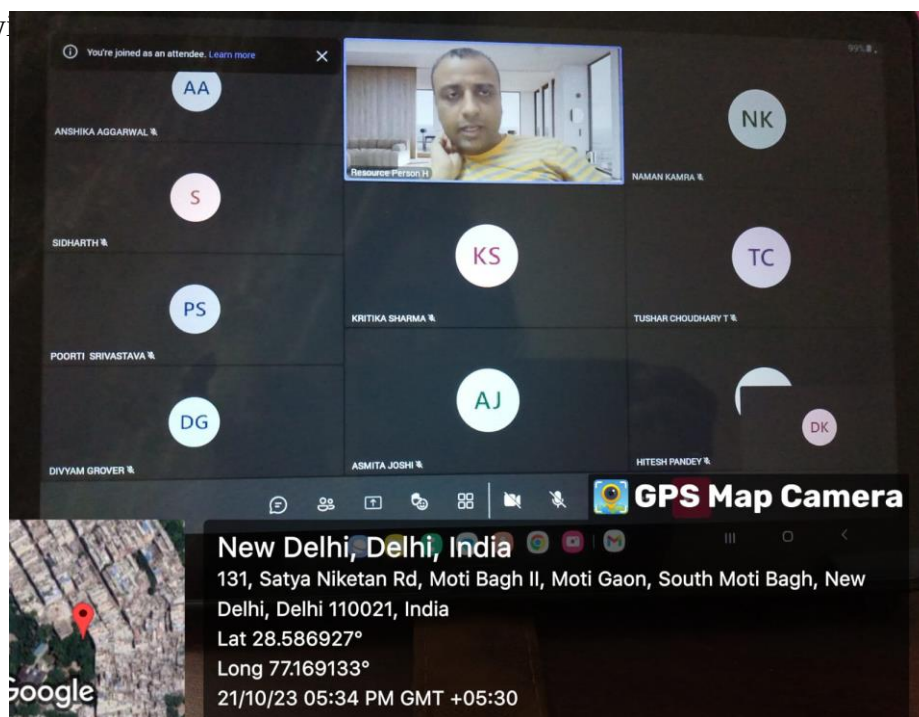
(resource person taking up the doubts)

## Day 11: Session 21 & 22: - 21<sup>st</sup> October, Saturday

**Time: 05:30 P.M. – 07:30 P.M.**

**Link for the session: <https://shorturl.at/grzLS>**

The eleventh day of the Add-on course was held on 21<sup>st</sup> October, 2023, Saturday. The session started at 05:30 P.M. and continued till 07:30 P.M. The session started with clearing of doubts, where students raised their doubts regarding hypothesis testing, T-Test, Z-Test and ANOVA. Furthermore, the resource person shared dummy data with the students with the help of which he explained the labelling of qualitative variables and construct. The resource person raised a few questions from the students to make them understand various statistical tests. The same dummy data set was used during the entire session. The session carried forward with the “Introduction to Regression,” where the resource person shared a YouTube video on the topic entitled “Endogeneity” and explained the difference between correlation and regression. At last, the session ended with



*(Resource person taking up the doubts of the students)*



Notifications (2)

Share your screen

What are the factors that influence the emp?

| ID | Gender | Years of experience | Department | Employee satisfaction (on a scale of 1 to 7) | Stress Level (on a scale of 1 to 5) | No of sick leaves 2023 | Performing2022 (on a scale of 1 to 5) |
|----|--------|---------------------|------------|----------------------------------------------|-------------------------------------|------------------------|---------------------------------------|
| 1  | 0      | 13                  | 3          | 5.36                                         | 4.00                                | 13                     | 5                                     |
| 2  | 0      | 3                   | 3          | 5.37                                         | 4.33                                | 2                      | 5                                     |
| 3  | 0      | 12                  | 3          | 4.91                                         | 4.00                                | 0                      | 5                                     |
| 4  | 0      | 6                   | 2          | 4.00                                         | 4.67                                | 0                      | 5                                     |
| 5  | 1      | 14                  | 1          | 5.82                                         | 3.33                                | 0                      | 5                                     |
| 6  | 1      | 6                   | 2          | 6.00                                         | 3.00                                | 0                      | 5                                     |
| 7  | 1      | 5                   | 1          | 5.36                                         | 4.00                                | 0                      | 5                                     |
| 8  | 1      | 3                   | 3          | 4.64                                         | 3.33                                | 0                      | 5                                     |
| 9  | 0      | 9                   | 1          | 5.91                                         | 1.67                                | 0                      | 5                                     |
| 10 | 1      | 1                   | 2          | 5.18                                         | 1.67                                | 0                      | 5                                     |
| 11 | 1      | 0                   | 2          | 6.00                                         | 1.00                                | 0                      | 5                                     |
| 12 | 0      | 5                   | 1          | 4.73                                         | 3.00                                | 13                     | 5                                     |
| 13 | 1      | 4                   | 2          | 3.91                                         | 4.00                                | 13                     | 5                                     |
| 14 | 0      | 5                   | 1          | 5.82                                         | 3.67                                | 11                     | 5                                     |
| 15 | 1      | 4                   | 1          | 4.09                                         | 4.00                                | 4                      | 5                                     |

Resource Person H

GPS Map Camera

New Delhi, Delhi, India  
131, Satya Niketan Rd, Moti Bagh II, Moti Gaon, South Moti Bagh, New Delhi, Delhi 110021, India  
Lat 28.586926°  
Long 77.169132°  
21/10/23 05:49 PM GMT +05:30

*(Resource person explaining about the labelling of variables)*

Notifications (2)

it truth (a gentle introduction), by John Antonakis

# ENDOGENEITY

## An Inconvenient Truth

### A gentle introduction

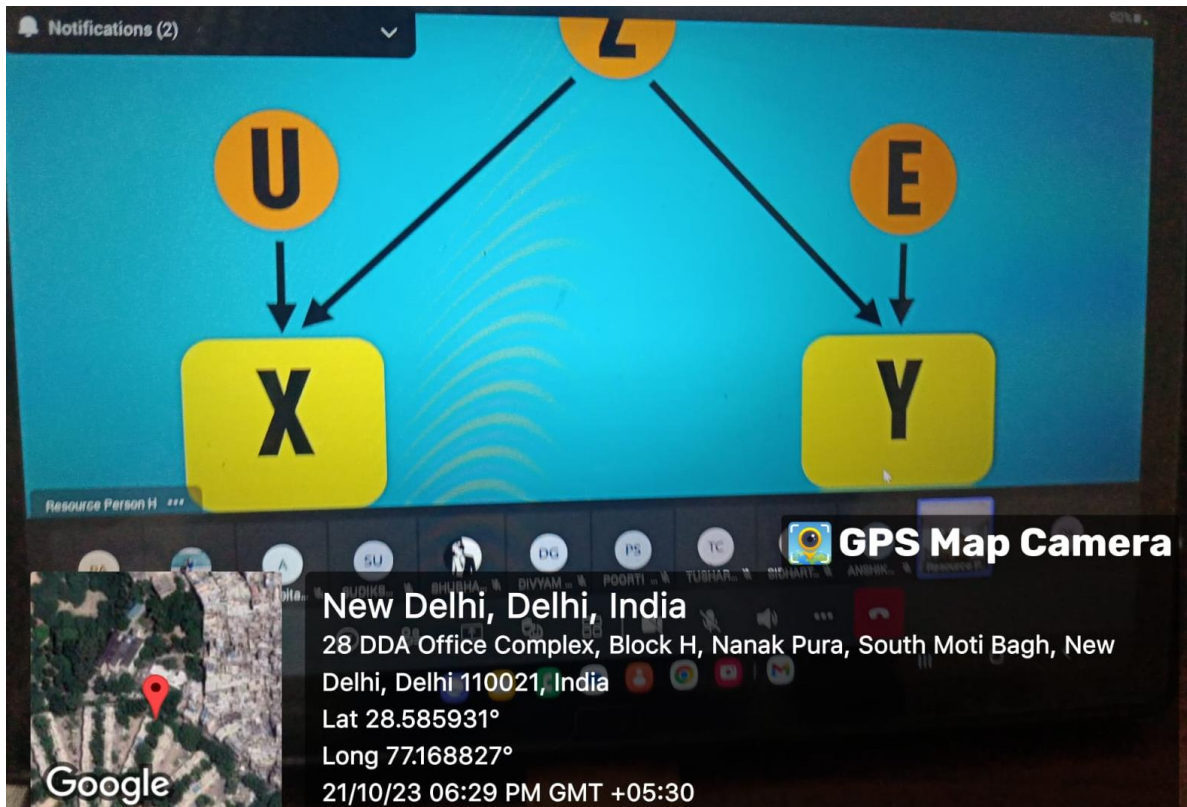
Resource Person H

GPS Map Camera

New Delhi, Delhi, India  
H5P9+CG5, Block H, Nanak Pura, South Moti Bagh, New Delhi, Delhi 110021, India  
Lat 28.586019°  
Long 77.168827°  
21/10/23 06:17 PM GMT +05:30

*(Resource person sharing the YouTube video)*





*(Resource person explaining the difference between correlation and causation)*

**Day 12: Session 23 & 24: - 24<sup>th</sup> October, Tuesday**

**Time: 10:00 A.M. – 12:00 P.M.**

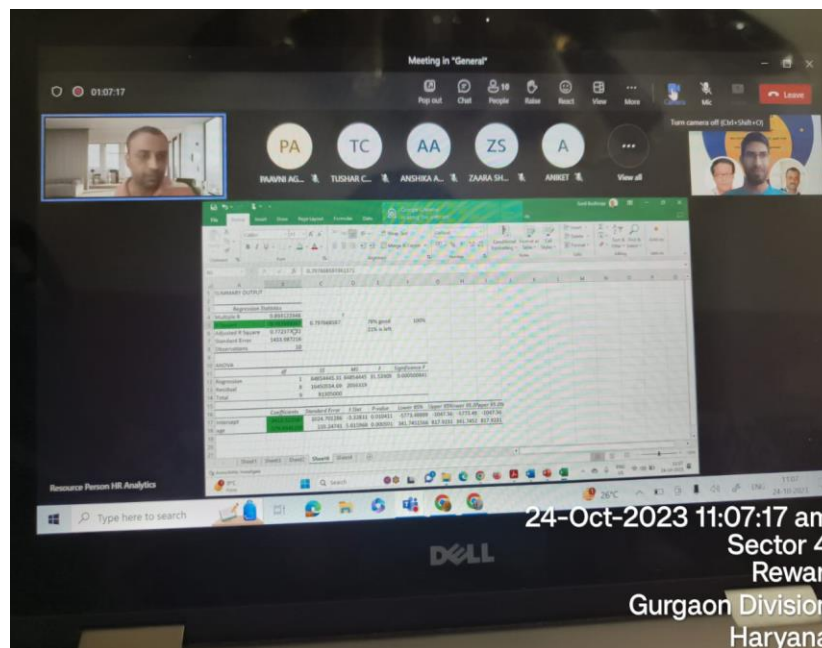
**Link for the session: <https://shorturl.at/grzLS>**

The 12<sup>th</sup> day of the Add-on course was held on October 24<sup>th</sup>, 2023. The session started at 10:00 a.m. and continued till 12:00 noon. The session started with questions from last topic, then followed by the revision of the concepts taught in the previous class. The resource person then began with the concepts of 7 point-likert scale, F test, slope & intercepts using ordinary least-squares method of regression. The resource person started with the basic concepts of F ratio and subsequently moved to advance concepts. He also showed example to the students for better clarity of the concepts. A few practical examples and questions were also discussed with the students for practice and he also employed the use of MS Excel to illustrate the practical

application of the concepts taught. Before ending the session, the resource person shared the content slides and dummy data with the students for their practice after the class. Finally, the session ended with the attendance of the students.



*(Resource person showing excel application using dummy data)*



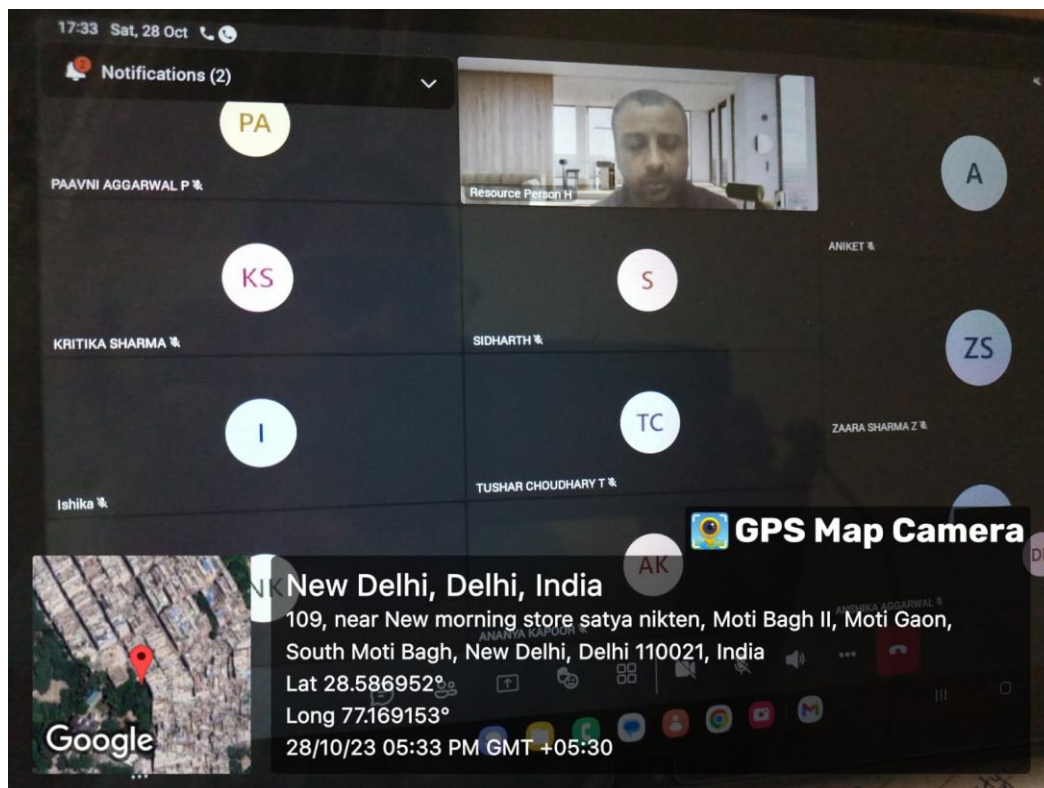
*(Resource person discussing regression and correlation using least square method)*

### Day 13: Session 25 & 26: - 28<sup>th</sup> October, Saturday

**Time: 05:30 P.M. - 07:30 P.M.**

**Link for the session: <https://shorturl.at/grzLS>**

The 13<sup>th</sup> day of the Add-on course was held on October 28<sup>th</sup>, 2023. The session started at 05:30 P.M. and continued till 07:30 P.M. The session started with a glimpse of the previous class, where the resource person summarised regression and the interpretation of regression output. Furthermore, the resource person distinguished between the uses of SPSS, Power BI and MS Excel. The session carried forward with the introduction of Power BI. The resource person introduces the features and interface of the Power BI. Moreover, a dummy data set was also shared with the students, with which students were taught to import the Excel data set to Power BI. The resource person also taught about various types of charts in Power BI. At last, the session ended with a hands-on the charts available in Power BI.



*(Resource Person summarising the previous class topics)*



Notifications (2)

## Most common graph types

```

graph TD
    A[Type of Data] --> B[Categorical]
    A --> C[Continuous]
    B --> D[Univariate Graphs]
    B --> E[Bivariate Graph]
    D --> F[Bar Graph]
    D --> G[Pie Chart]
    E --> H[Scattered Clustered graph]
    C --> I[Univariate Graphs]
    C --> J[Bivariate graph]
    I --> K[Box Plot]
    I --> L[Stem and leaf]
    I --> M[Histogram]
    J --> N[Line graph]
    J --> O[Scatter Plot]
  
```

Resource Person H

**GPS Map Camera**

New Delhi, Delhi, India  
 H5P9+QPW, Moti Bagh II, Satya Niketan, South Moti Bagh, New Delhi,  
 Delhi 110021, India  
 Lat 28.586979°  
 Long 77.169244°  
 28/10/23 06:04 PM GMT +05:30

*(Resource person introducing various types of charts)*

18:23 Sat, 28 Oct

Notifications (2)

Display Options

- Get data
- Clipboard
- Demographic
- Employee Experience Survey
- Performance Rating
- Training data

Suggested Tables (2)

- Company - ABC Employee Demographic
- Employee ID (Employee Experience Survey)

Demographic

| Company - ABC        | Column2 | Column3       | Column4               |
|----------------------|---------|---------------|-----------------------|
| Employee Demographic | S.No.   | Employee Code | Source of Recruitment |
| 1                    | LP1M01  | Consultant    | Plant 1               |
| 2                    | LP1M02  | Social Media  | Plant 1               |
| 3                    | LP1M03  | Direct        | Plant 1               |
| 4                    | LP1M04  | Consultant    | Plant 1               |
| 5                    | LP1M05  | Direct        | Plant 1               |
| 6                    | LP1M06  | Campus        | Plant 1               |
| 7                    | LP1M07  | Transfer      | Plant 1               |
| 8                    | LP1M08  | Transfer      | Plant 1               |
| 9                    | LP1M09  | Transfer      | Plant 1               |
| 10                   | LP1M10  | Social Media  | Plant 1               |
| 11                   | LP1M11  | Transfer      | Plant 1               |
| 12                   | LP1M12  | Campus        | Plant 1               |
| 13                   | LP1M13  | Consultant    | Plant 1               |
| 14                   | LP1M14  | Consultant    | Plant 1               |
| 15                   | LP1M15  | Campus        | Plant 1               |
| 16                   | LP1M16  | Consultant    | Plant 1               |
| 17                   | LP1M17  | Direct        | Plant 1               |
| 18                   | LP1M18  | Consultant    | Plant 1               |
| 19                   | LP1M19  | Social Media  | Plant 1               |
| 20                   | LP1M20  | Transfer      | Plant 1               |

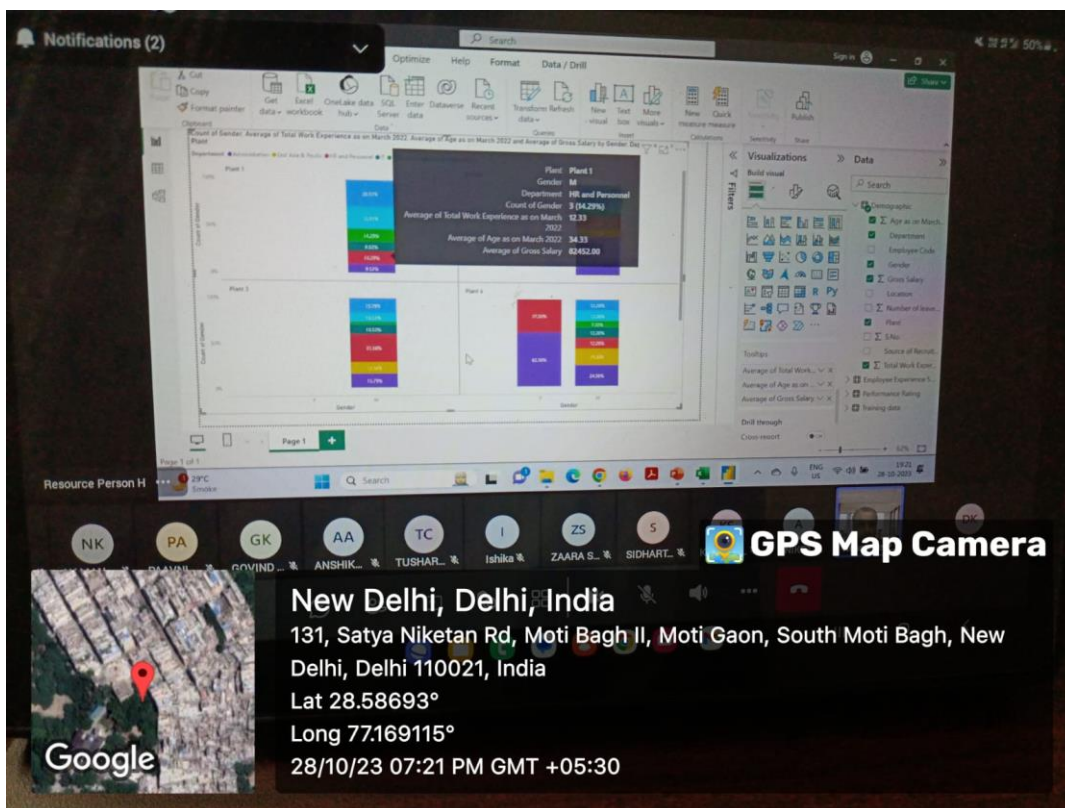
Resource Person H

**GPS Map Camera**

New Delhi, Delhi, India  
 131, Satya Niketan Rd, Moti Bagh II, Moti Gaon, South Moti Bagh, New  
 Delhi, Delhi 110021, India  
 Lat 28.58693°  
 Long 77.169115°  
 28/10/23 06:23 PM GMT +05:30

*(Resource person teaching importing of data set from Excel to Power BI)*





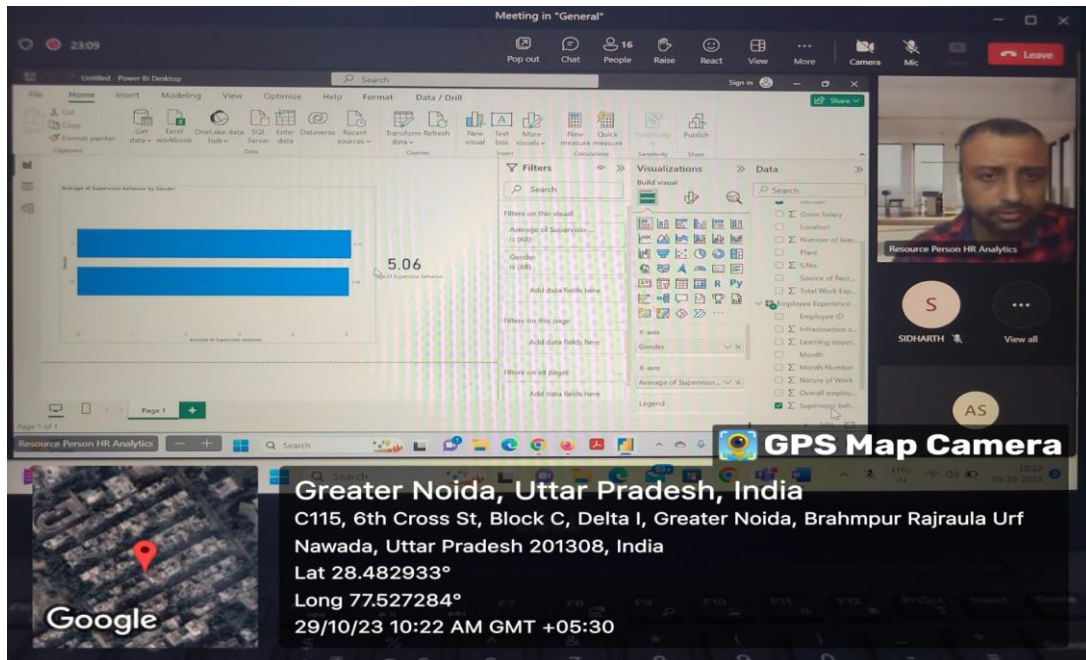
*(Hands-on on charts available in Power BI)*

**Day 14: Session 27 & 28: - 29<sup>th</sup> October, Sunday**

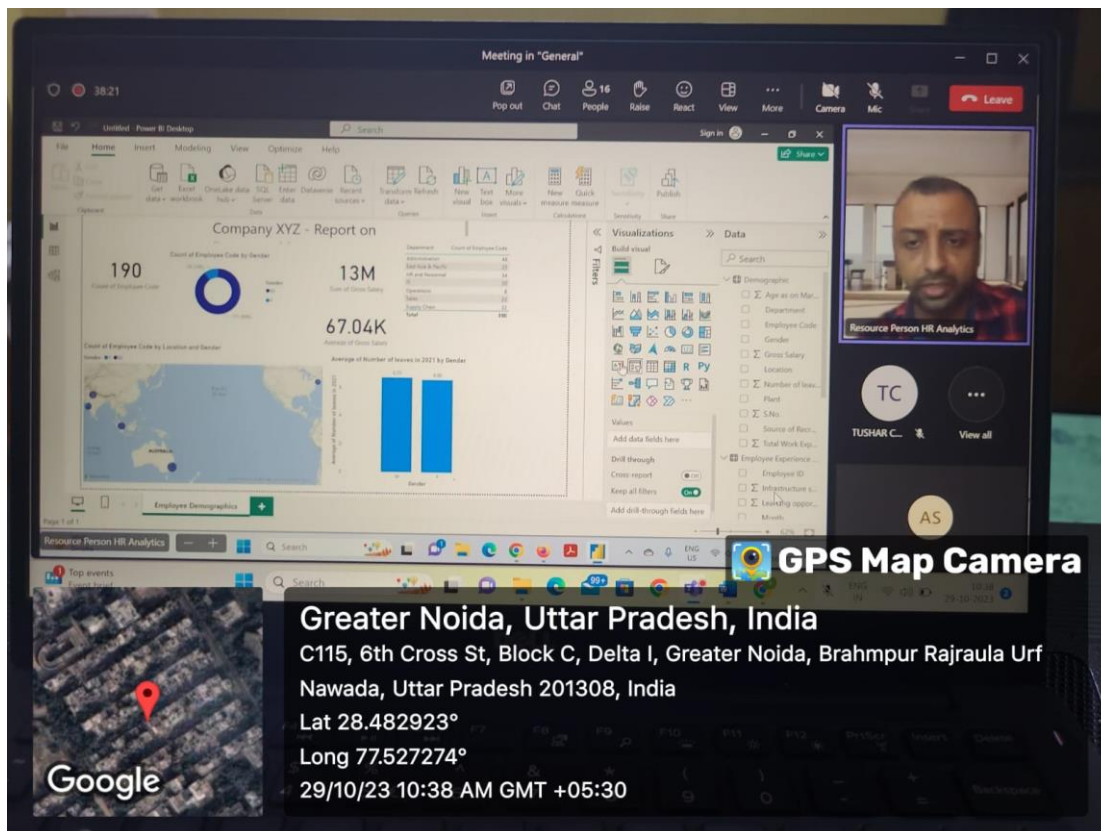
**Time: 10:00 A.M. – 12:00 P.M.**

**Link for the session: <https://shorturl.at/grzLS>**

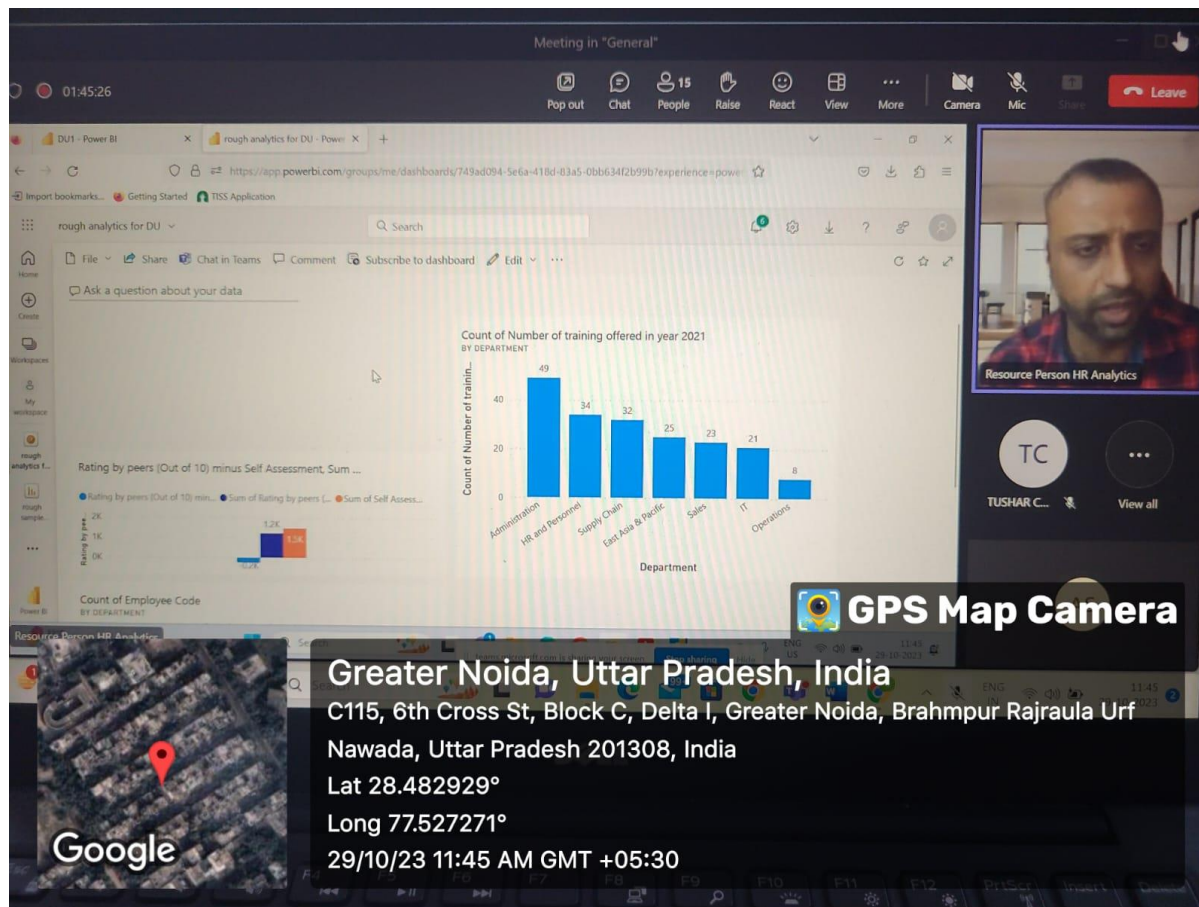
The 14<sup>th</sup> day of the Add-on course was held on October 29<sup>th</sup>, 2023. The session started at 10:00 a.m. and continued till 12:00 noon. At starting resource person gave a brief introduction of Power BI and elaborated on its features. Resource person demonstrated the steps to import the data from Excel to Power BI and how to delete the columns and rows which are not useful. Following the session resource person explained how to create the graphs and how to analyze them. Later resource person explained the steps for creating attractive reports with the help of Power BI. Following the session, the steps for adding new measures, and new columns to the data file were explained. At the end of the session creation of a dashboard was explained. It ended with the attendance of the students.



*(Resource person demonstrating the steps to create the graphs in Power BI)*



*(Resource person explaining the steps for creation of reports)*



*(Resource person explaining the creation of dashboard)*

**Day 15: Final Assessment: - 4<sup>th</sup> November, Saturday**

**Time: 10:00 A.M. – 12:00 P.M.**

The final assessment was taken in an online mode. The resource person shared the dummy data and the questions on whatsapp group created for add-on course. The pattern of the exam was 4 questions of 20 marks each with the following instructions:

Q1. Theoretical question with descriptive answer.

Q2. Hypothesis testing using excel sheet data.

Q3 and Q4. Data modelling and designing report using Power BI.

The students were asked to share 2 pdf files (First one for Q1 and Q2 and other for Q3 and Q4) to resource person and convener (Mohini Yadav) email ids and instructed to complete the assessment within the 2 hours deadline. Cameras were kept open throughout the 2 hours.

The questions were the following:

Q1. What do you mean by the term “HR Metric”? Perform descriptive statistics and calculate any 10 HR metrics for the data sheets shared.

Q2. With reference to the attached sheet, the HR manager of the company believes that the peers are adversely rating the employees on the performance dimensions. Set-up the required hypothesis to test whether the belief of the HR manager is statistically true.

Q3. Use Power BI to transform (clean) and model the data before creating a two-page report on the variables in ‘demographic data’ and ‘training data’ sheets.

Q4. Use Power BI to transform (clean) and model the data before creating a two-page report on the variables in ‘demographic data’ and ‘employee experience data’ sheets.

The snapshot of datasheet:

| S.No. | Employee Code | Source of Recruitment | Plant   | Location | Department       | Gender | Gross Salary | Total Work Experience as on March 2022 | Age as on March 2022 | Number of leaves in 2021 | ABC |
|-------|---------------|-----------------------|---------|----------|------------------|--------|--------------|----------------------------------------|----------------------|--------------------------|-----|
| 1     | LPSM1         | Consultant            | Plant 1 | New York | Operations       | M      | 74827        | 15                                     | 37                   | 5                        | :   |
| 2     | LPSM2         | Social Media          | Plant 1 | New York | Sales            | M      | 60313        | 17                                     | 39                   | 10                       | :   |
| 3     | LPSM3         | Direct                | Plant 1 | New York | IT               | M      | 77385        | 5                                      | 27                   | 5                        | :   |
| 4     | LPSM4         | Consultant            | Plant 1 | New York | Administration   | M      | 86864        | 4                                      | 26                   | 4                        | :   |
| 5     | LPSM5         | Direct                | Plant 1 | New York | Supply Chain     | M      | 91679        | 6                                      | 28                   | 3                        | :   |
| 6     | LPSM6         | Campus                | Plant 1 | New York | Supply Chain     | M      | 46712        | 8                                      | 30                   | 2                        | :   |
| 7     | LPSM7         | Transfer              | Plant 1 | New York | Sales            | M      | 46092        | 12                                     | 34                   | 10                       | :   |
| 8     | LPSM8         | Transfer              | Plant 1 | New York | HR and Personnel | M      | 98662        | 8                                      | 30                   | 7                        | :   |
| 9     | LPSM9         | Transfer              | Plant 1 | New York | HR and Personnel | M      | 77497        | 14                                     | 36                   | 7                        | :   |
| 10    | LPSM10        | Social Media          | Plant 1 | New York | Sales            | M      | 42566        | 11                                     | 33                   | 6                        | :   |



Data sheet for final assessment (1) Mohini Yadav MY

File Home Insert Draw Page Layout Formulas Data Review View Help

Clipboard Font Alignment Number Styles Cells Editing Add-ins

|    | A           | B                                       | C                                    | D                                     | E                                       | F | G | H | I | J | K | L | M | N | O | P |
|----|-------------|-----------------------------------------|--------------------------------------|---------------------------------------|-----------------------------------------|---|---|---|---|---|---|---|---|---|---|---|
|    | Employee ID | Number of training offered in year 2021 | Number of trainings attended in 2021 | Training Assessment Score (Out of 10) | Training Satisfaction Score (Out of 10) |   |   |   |   |   |   |   |   |   |   |   |
| 1  | LPSM1       | 5                                       | 4                                    | 6                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 2  | LPSM2       | 5                                       | 5                                    | 7                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 3  | LPSM3       | 5                                       | 1                                    | 5                                     | 4                                       |   |   |   |   |   |   |   |   |   |   |   |
| 4  | LPSM4       | 5                                       | 1                                    | 9                                     | 6                                       |   |   |   |   |   |   |   |   |   |   |   |
| 5  | LPSM5       | 5                                       | 4                                    | 9                                     | 5                                       |   |   |   |   |   |   |   |   |   |   |   |
| 6  | LPSM6       | 5                                       | 4                                    | 7                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 7  | LPSM7       | 5                                       | 1                                    | 7                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 8  | LPSM8       | 5                                       | 5                                    | 6                                     | 8                                       |   |   |   |   |   |   |   |   |   |   |   |
| 9  | LPSM9       | 5                                       | 4                                    | 10                                    | 9                                       |   |   |   |   |   |   |   |   |   |   |   |
| 10 | LPSM10      | 5                                       | 3                                    | 4                                     | 6                                       |   |   |   |   |   |   |   |   |   |   |   |
| 11 | LPSM11      | 5                                       | 1                                    | 10                                    | 5                                       |   |   |   |   |   |   |   |   |   |   |   |
| 12 | LPSM12      | 5                                       | 3                                    | 5                                     | 4                                       |   |   |   |   |   |   |   |   |   |   |   |
| 13 | LPSM13      | 5                                       | 4                                    | 8                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 14 | LPSM14      | 5                                       | 1                                    | 9                                     | 8                                       |   |   |   |   |   |   |   |   |   |   |   |
| 15 | LPSM15      | 5                                       | 5                                    | 8                                     | 6                                       |   |   |   |   |   |   |   |   |   |   |   |
| 16 | LPSM16      | 5                                       | 5                                    | 10                                    | 8                                       |   |   |   |   |   |   |   |   |   |   |   |
| 17 | LPSM17      | 5                                       | 3                                    | 7                                     | 7                                       |   |   |   |   |   |   |   |   |   |   |   |
| 18 | LPSM18      | 5                                       | 3                                    | 9                                     | 4                                       |   |   |   |   |   |   |   |   |   |   |   |

Demographic Training data Performance Rating Employee Experience Survey

## Day 16: Valedictory Ceremony: - 6<sup>th</sup> November, Monday

**Time: 09:30:00 A.M. – 11:30 P.M.**

**Venue: New Seminar Hall, Durgabai Deshmukh Building, SVC**

The organizing committee of commerce department of Sri Venkateswara College organized valedictory Ceremony on 6<sup>th</sup> November 2023 in the New Seminar Hall, Durgabai Deshmukh Block of Sri Venkateswara College at 9:30 A.M. to 11:30 P.M. Ms. Mohini Yadav, the convenor of the add-on course anchored the ceremony. The session started with the introduction and welcome address of resource person and chief guest, Dr. Sunil Budhiraja, Principal Dr. K.C Singh, TIC Dr. Mamta Arora, commerce faculty members and participants. Dr. Mamta Arora highlighted about HR Analytics course. Later Dr Mamta Arora, TIC and convenor, briefly explained about the commerce Department, its working and different courses introduced by commerce department such as Digital Marketing, Entrepreneurship, Data Analytics and HR Analytics. After this, the college Principal Dr. K.C Singh addressed the gathering and was very grateful to all for such great initiative for the student's skills development and looking forward for more opportunities like this for students. Next, Dr. Sunil Bhudiraja gave some of his insight about the course and his experience as a resource person. Furthermore, few of his students shared the positive feedback about the HR Analytics and how this course transformed things in their life.

Lastly, certificate and folders were distributed to the organising teaching members, resource person and participants by principal and chief guest. Dr. S. Venkata Kumar, superannuated

teacher from commerce department also shared his thoughts about the course and wish the add-on course committee to expand this course to next level in the coming semester. The valedictory ceremony was concluded by vote of thanks by Dr. Neha Singhal and brunch was provided to all with tea and coffee.



*(Valedictory invite)*



*(Ms. Mohini Yadav anchoring the Ceremony)*



*(Felicitation of Resource Person)*



*(Dr. Mamta Arora, TIC, gives insight about commerce department)*



*(Prof. (Dr.) K.C. Singh, principal, addressing the audience)*





*(Resource person addressing the crowd)*



*(Student sharing his Feedback on HR Analytics course)*



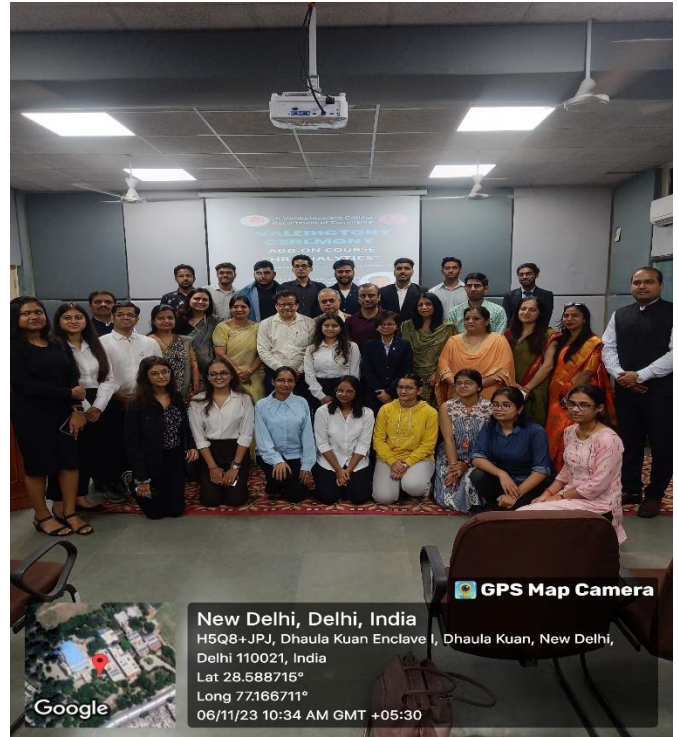
*(Distribution of Certificate to teacher members and qualified Students of HR analytics Course)*







*(Brunch after the Valedictory Ceremony)*



*(Group Photo with all the teachers,  
Qualified students and chief guest)*

## Attendance of Valedictory Ceremony



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

### ATTENDANCE SHEET

TITLE OF THE EVENT: VALEDICTORY CEREMONY OF ADD-ON COURSE – “HR ANALYTICS”

DATE OF THE EVENT: 6<sup>TH</sup> NOVEMBER 2023

NAME OF THE DEPARTMENT/ SOCIETY: DEPARTMENT OF COMMERCE

NAME OF THE EVENT COORDINATOR: DR. MAMTA ARORA & MRS. MOHINI YADAV

| S.NO. | NAME OF THE STUDENT | ROLL NO. OF THE STUDENT | COURSE AND YEAR                   | SIGNATURE |
|-------|---------------------|-------------------------|-----------------------------------|-----------|
| 1     | Alaman Kanna        |                         | B.B.A - 2nd yr                    | Alaman    |
| 2     | SUDHARTH            |                         | B.COM (H) III                     | Sudharth  |
| 3     | Pravasi Agarwal     | 0922002                 | B.com (P)                         | Pravasi   |
| 4     | Tushar Choudhary    | 0922035                 | B.com (P)                         | Tushar    |
| 5     | NEEL BATRA          | 0921172                 | B.com (P)                         | Neel      |
| 6     | Armita Joshi        | 0921113                 | B.com (P)                         | Armita    |
| 7     | Manaswani Kulk      | 0921140                 | B.com (P)                         | Manaswani |
| 8     | Sudaksha            | 1221042                 | B.Sc (H)                          | Sudaksha  |
| 9     | Kritika Sharma      | 1221020                 | B.Sc (H) Biochem.                 | Sharma    |
| 10    | Nikita Ghosh        | 1422010                 | B.Sc (H) Botany                   | Nikita    |
| 11    | Shambhavi           | 0923028                 | B.com (LP) 1 <sup>st</sup> yr     | Shambhavi |
| 12    | Rivam Dibom         | 0923403                 | B.com (P) 1 <sup>st</sup> yr      | Rivam     |
| 13    | Govind Kumar        | 0923407                 | B.com (P) 2 <sup>nd</sup> yr      | Govind    |
| 14    | ANIKET              | 230110000373            | MBA 1 <sup>st</sup> yr            | Aniket    |
| 15    | Ananya Kapoor       | 2K21/HRM/11             | B.A. (VOC) HRM 3 <sup>rd</sup> yr | Ananya    |
| 16    | Hitesh Pandey       | 2K21/HRM/38             | B.A. (VOC) HRM 3 <sup>rd</sup> yr | Hitesh    |
| 17    | Aayushi             | 2K21/HRM/01             | B.A. (VOC) HRM 3 <sup>rd</sup> yr | Aayushi   |
| 18    | Ishika              | 0121222                 | B.A. Prog.                        | Ishika    |
| 19    | Anshika Agarwal     | 2021381                 | B.com (Hons)                      | Anshika   |
| 20    | Shubham Das         | 1121095                 | B.Sc (Life Science)               | Shubham   |
|       |                     |                         |                                   |           |
|       |                     |                         |                                   |           |
|       |                     |                         |                                   |           |



Tirumala Tirupati Devasthanams  
శ్రీ వేంకటేశ్వర కళాశాల  
**Sri Venkateswara College**  
(University of Delhi)  
NAAC Grade A+

#### ATTENDANCE SHEET

TITLE OF THE EVENT: VALENDICTORY CEREMONY OF ADD-ON COURSE – “HR ANALYTICS”

DATE OF THE EVENT: 6<sup>TH</sup> NOVEMBER 2023

NAME OF THE DEPARTMENT/ SOCIETY: DEPARTMENT OF COMMERCE

NAME OF THE EVENT COORDINATOR: DR. MAMTA ARORA & MRS. MOHINI YADAV

| S.NO. | NAME OF THE TEACHER | SIGNATURE                |
|-------|---------------------|--------------------------|
| 1.    | Anjima Usharma      | Anjima                   |
| 2.    | Dr. Vinod Kumar     | Dr. Vinod Kumar          |
| 3.    | Dr. Alcha Singhal   | Alcha                    |
| 4.    | Aashish             | Aashish                  |
| 5.    | Dr. Neelu Kushwaha  | Neelu                    |
| 6.    | Dr. M. Ramesh       | M. Ramesh                |
| 7.    | Dr. Arpita Kaul     | Arpita                   |
| 8.    | Arit Singh          | Arit Singh               |
| 9.    | SUNITA CHHABRA      | Sunita Chhabra 9.6/11/23 |
| 10.   | Dr. M. Devendra     | M. Devendra              |
| 11.   | Mohini Yadav        | Mohini                   |
|       |                     |                          |
|       |                     |                          |
|       |                     |                          |
|       |                     |                          |

### PARTICIPANT DETAILS

| # | Name             | Course Name                       | Sem | Institute                                                                      | Designation | Gender |
|---|------------------|-----------------------------------|-----|--------------------------------------------------------------------------------|-------------|--------|
| 1 | Aastha Sachdeva  | BA Economics honours              | 5   | Sri Venkateswara College, University of Delhi                                  | Student     | Female |
| 2 | Aayushi          | B.A. in Human Resource Management | 5   | College Of Vocational Studies, University of Delhi                             | Student     | Female |
| 3 | Aniket           | MBA                               | 1   | Atal Bihari Vajpayee School Of Management and Entrepreneurship, JNU, New Delhi | Student     | Male   |
| 4 | Anshika aggarwal | B.Com (Hons)                      | 5   | Vivekananda College, University of Delhi                                       | Student     | Female |
| 5 | Anshika Gupta    | BBA                               | 3   | Institute of Management and Studies                                            | Student     | Female |
| 6 | Anshika Neeraj   | BBA                               | 3   | IMS Noida                                                                      | Student     | Female |
| 7 | Asmita Joshi     | B.Com.(P)                         | 5   | Sri Venkateswara College, University of Delhi                                  | Student     | Female |
| 8 | Divyam Grover    | B.Com (Hons)                      | 3   | Sri Guru Gobind Singh College Of Commerce, University of Delhi                 | Student     | Male   |
| 9 | Govind kumar     | B.Com.(P)                         | 1   | Sri Venkateswara College, University of Delhi                                  | Student     | Male   |

|    |                    |                                                    |   |                                                     |         |        |
|----|--------------------|----------------------------------------------------|---|-----------------------------------------------------|---------|--------|
| 10 | Harshita Milvaniya | B.Com (Hons)                                       | 5 | Indraprastha College for Women, University of Delhi | Student | Female |
| 11 | Hitesh pandey      | B.A (Vocational Studies) Human Resource Management | 5 | College Of Vocational Studies, University of Delhi  | Student | Male   |
| 12 | Ishika             | Ba programme, economics and Mathematics            | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 13 | Khushi Bhupesh     | B.Com (Hons)                                       | 3 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 14 | Kritika Sharma     | B.Sc Hons biochemistry                             | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 15 | Manasvani Koul     | B.Com.(P)                                          | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 16 | Naman kamra        | Bachelor in Business Administration                | 3 | Delhi School of Professional Studies and Research   | Student | Male   |
| 17 | Neel Batra         | B.Com.(P)                                          | 5 | Sri Venkateswara College, University of Delhi       | Student | Male   |
| 18 | Nikita Ghosh       | B.Sc (H) Botany                                    | 3 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 19 | Paavni Aggarwal    | B.Com.(P)                                          | 3 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 20 | Poorti Srivastava  | B.Com (Hons)                                       | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 21 | Ram Gopal Chawla   | B.Sc. Statistics (Hons)                            | 1 | Sri Venkateswara College, University of Delhi       | Student | Male   |
| 22 | Ruvam Dibom        | B.Com.(P)                                          | 1 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 23 | Shambhavi          | B.Com.(P)                                          | 1 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 24 | Shirin Dutt        | B.A. Programme (Economics and political science)   | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 25 | Shubham das        | Bsc Life sciences                                  | 5 | Sri Venkateswara College, University of Delhi       | Student | Male   |
| 26 | Sidharth           | B.Com (Hons)                                       | 5 | Motilal Nehru College, University of Delhi          | Student | Male   |
| 27 | Srishti Saini      | B.Com (Hons)                                       | 3 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 28 | Sudiksha Uppal     | Bsc (H) Biochemistry                               | 5 | Sri Venkateswara College, University of Delhi       | Student | Female |
| 29 | Tushar Choudhary   | B.Com.(P)                                          | 3 | Sri Venkateswara College, University of Delhi       | Student | Male   |
| 30 | Vansh Kukreja      | B.Com.(P)                                          | 1 | Sri Venkateswara College, University of Delhi       | Student | Male   |
| 31 | Zaara Sharma       | BA (H) Sociology                                   | 3 | Sri Venkateswara College, University of Delhi       | Student | Female |



|    |                      |                                     |    |                                                                                 |         |        |
|----|----------------------|-------------------------------------|----|---------------------------------------------------------------------------------|---------|--------|
| 32 | Ishika               | B.Com.(P)                           | 1  | Sri Venkateswara College, University of Delhi                                   | Student | Female |
| 33 | Ananya Kapoor        | B.A (Voc) Human Resource Management | 5  | College Of Vocational Studies, University of Delhi                              | Student | Female |
| 34 | Tanya Agrawal        | B.Com.(P)                           | 5  | Sri Venkateswara College, University of Delhi                                   | Student | Female |
| 35 | Nikhil Singh         | BA program (economics+commerce)     | 1  | Shaheed Bhagat Singh College, University of Delhi                               | Student | Male   |
| 36 | Dr. Arpita Manchanda | NA                                  | NA | Assistant Professor at Maharaja Agrasen Institute of Management Studies, GGSIPU | Faculty | Female |

## PARTICIPANT ATTENDANCE

| #  | Name             | Roll number | 16-09 |   | 17-09 |   | 23-09 |   | 24-09 |   | 30-09 |   | 01-10 |   | 07-10 |   | 08-10 |   | 14-10 |   | 15-10 |   | 21-10 |   | 22-10 |   | 28-10 |   | 29-10 |   | 04-11 |   |
|----|------------------|-------------|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|-------|---|
|    |                  |             | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 | 1     | 2 |
| 1  | ISHIKA           | HRA/2023/01 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 2  | TUSHAR CHOUDHARY | HRA/2023/02 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |       |   |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 3  | TANYA AGRAWAL    | HRA/2023/03 | P     | P |       |   | P     | P | P     |   |       | P | P     | P | P     | P | P     |   |       |   | P     | P |       |   | P     | P |       |   | P     | P | P     | P |
| 4  | PAAVNI AGGARWAL  | HRA/2023/04 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 5  | ARPITA MANCHANDA | HRA/2023/05 | P     | P |       |   | P     | P |       |   |       |   | P     | P |       |   |       |   |       |   |       |   |       |   |       |   |       |   | P     | P |       |   |
| 6  | SHIRIN DUTT      | HRA/2023/06 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 7  | NEEL BATRA       | HRA/2023/07 | P     | P | P     | P |       |   | P     | P |       |   | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 8  | ANSHIKA AGGARWAL | HRA/2023/08 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 9  | SHAMBHAVI        | HRA/2023/09 | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 10 | ANSHIKA NEERAJ   | HRA/2023/10 | P     | P | P     | P | P     | P | P     | P |       |   | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 11 | DIVYAM GROVER    | HRA/2023/11 | P     | P | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 12 | VANSH KUKREJA    | HRA/2023/12 | P     | P |       |   | P     | P |       |   | P     | P |       |   |       |   |       |   |       |   |       |   |       |   |       |   |       | P | P     |   |       |   |
| 13 | KHUSHI BHUPESH   | HRA/2023/13 | P     | P |       |   |       |   | P     | P |       |   | P     | P |       |   |       |   |       |   |       |   |       |   |       |   |       | P | P     |   |       |   |
| 14 | SRISHTI SAINI    | HRA/2023/14 | P     | P | P     | P | P     | P | P     | P |       |   |       |   |       |   |       |   |       |   |       |   |       |   |       |   |       |   |       | P | P     |   |
| 15 | ASMITA JOSHI     | HRA/2023/15 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 16 | KRITIKA SHARMA   | HRA/2023/16 | P     | P | P     | P |       |   | P     | P |       |   | P     | P | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 17 | MANASVANI KOUL   | HRA/2023/17 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 18 | GOVIND KUMAR     | HRA/2023/18 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |
| 19 | ANSHIKA GUPTA    | HRA/2023/19 | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |       |   | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P | P     | P |

[illegible]

| S.No | Name             | Roll number | Quiz 1<br>(10 marks) | Quiz 2<br>(10 marks) | Final Assessment<br>(80 marks) | Whether<br>completion<br>certificate<br>issued |
|------|------------------|-------------|----------------------|----------------------|--------------------------------|------------------------------------------------|
| 1    | ISHIKA           | HRA/2023/01 | AB                   | AB                   | AB                             | X                                              |
| 2    | TUSHAR CHOUDHARY | HRA/2023/02 | 8                    | 9                    | 70                             | ✓                                              |
| 3    | TANYA AGRAWAL    | HRA/2023/03 | 8                    | 7                    | 69                             | ✓                                              |
| 4    | PAAVNI AGGARWAL  | HRA/2023/04 | 6                    | 10                   | 71                             | ✓                                              |
| 5    | ARPITA MANCHANDA | HRA/2023/05 | AB                   | AB                   | AB                             | X                                              |
| 6    | SHIRIN DUTT      | HRA/2023/06 | 6                    | 4                    | 65                             | ✓                                              |
| 7    | NEEL BATRA       | HRA/2023/07 | 9                    | 10                   | 74                             | ✓                                              |
| 8    | ANSHIKA AGGARWAL | HRA/2023/08 | 7                    | 6                    | 65                             | ✓                                              |
| 9    | SHAMBHAVI        | HRA/2023/09 | 9                    | 7                    | 68                             | ✓                                              |
| 10   | ANSHIKA NEERAJ   | HRA/2023/10 | AB                   | AB                   | 65                             | ✓                                              |
| 11   | DIVYAM GROVER    | HRA/2023/11 | 6                    | 0                    | 65                             | ✓                                              |
| 12   | VANSH KUKREJA    | HRA/2023/12 | AB                   | AB                   | AB                             | X                                              |
| 13   | KHUSHI BHUPESH   | HRA/2023/13 | AB                   | AB                   | AB                             | X                                              |
| 14   | SRISHTI SAINI    | HRA/2023/14 | AB                   | AB                   | AB                             | X                                              |

|    |                    |             |    |    |    |   |
|----|--------------------|-------------|----|----|----|---|
| 15 | ASMITA JOSHI       | HRA/2023/15 | 8  | 8  | 68 | ✓ |
| 16 | KRITIKA SHARMA     | HRA/2023/16 | 5  | 8  | 65 | ✓ |
| 17 | MANASVANI KOUL     | HRA/2023/17 | 7  | 8  | 68 | ✓ |
| 18 | GOVIND KUMAR       | HRA/2023/18 | 10 | AB | 69 | ✓ |
| 19 | ANSHIKA GUPTA      | HRA/2023/19 | 8  | 9  | 70 | ✓ |
| 20 | POORTI SRIVASTAVA  | HRA/2023/20 | 8  | 9  | 70 | ✓ |
| 21 | RAM GOPAL CHAWLA   | HRA/2023/21 | AB | AB | AB | X |
| 22 | RUHAM DIBOM        | HRA/2023/22 | 8  | 9  | 70 | ✓ |
| 23 | SUDIKSHA UPPAL     | HRA/2023/23 | 8  | 9  | 70 | ✓ |
| 24 | AASTHA SACHDEVA    | HRA/2023/24 | 3  | 0  | AB | X |
| 25 | ZAARA SHARMA       | HRA/2023/25 | 7  | 6  | 65 | ✓ |
| 26 | SHUBHAM DAS        | HRA/2023/26 | 8  | 8  | 70 | ✓ |
| 27 | NAMAN KAMRA        | HRA/2023/27 | 9  | 10 | 72 | ✓ |
| 28 | SIDHARTH           | HRA/2023/28 | 10 | 0  | 68 | ✓ |
| 29 | NIKHIL SINGH       | HRA/2023/29 | 4  | AB | AB | X |
| 30 | ANIKET             | HRA/2023/30 | 6  | 8  | 65 | ✓ |
| 31 | HARSHITA MILVANIYA | HRA/2023/31 | AB | AB | AB | X |
| 32 | AAYUSHI BINDAL     | HRA/2023/32 | 7  | 6  | 65 | ✓ |
| 33 | HITESH PANDEY      | HRA/2023/33 | 9  | 10 | 70 | ✓ |
| 34 | ANANYA KAPOOR      | HRA/2023/34 | 8  | 7  | 70 | ✓ |
| 35 | ISHIKA GARG        | HRA/2023/35 | 7  | 2  | 69 | ✓ |
| 36 | NIKITA GOSH        | HRA/2023/36 | 6  | 8  | 68 | ✓ |

## CERTIFICATE FORMAT

|                                                                                                                                                                                                                                   |                                                                                      |                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|                                                                                                                                                  | <b>SRI VENKATESWARA COLLEGE<br/>(UNIVERSITY OF DELHI)<br/>DEPARTMENT OF COMMERCE</b> |  |
| <b>CERTIFICATE OF COMPLETION</b>                                                                                                                                                                                                  |                                                                                      |                                                                                     |
| <b>THIS IS TO CERTIFY THAT</b>                                                                                                                                                                                                    |                                                                                      |                                                                                     |
| <b>[REDACTED]</b>                                                                                                                                                                                                                 |                                                                                      |                                                                                     |
| <b>pursuing [REDACTED] from [REDACTED]</b>                                                                                                                                                                                        |                                                                                      |                                                                                     |
| <b>has successfully completed the Add-on course on “HR Analytics” organised<br/>by Department of Commerce, Sri Venkateswara College, University of Delhi<br/>from 16<sup>th</sup> September to 6<sup>th</sup> November, 2023.</b> |                                                                                      |                                                                                     |
| <b>Ms. Mohini Yadav<br/>Convenor</b>                                                                                                                                                                                              | <b>Dr. Mamta Arora<br/>Teacher-In-charge</b>                                         | <b>Prof. (Dr.) K. C. Singh<br/>Acting Principal</b>                                 |



## FEEDBACK ANALYSIS

**Link:** <https://forms.gle/5Z7xcLEd8gZt1hEcA>

### Add-on feedback form

Dear Students!!!

We are pleased that you have spent your valuable time in pursuing Add-on course on "HR Analytics" organized by Department of Commerce, SVC, University of Delhi. We shall be thankful, if you can spare some of your time to fill up this feedback form and give us your valuable suggestions for further improvement of our offering.

Email \*

Short answer text

Name of the Student \*

Short answer text

Contact Number \*

Short answer text

Name of the Course (B.A./[B.COM/B.SC](#)) \*

Short answer text

Name of the Parent Institution ( College Name) \*

Short answer text

Teaching and learning process in the Add-on was \*

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor

Content covered by resources persons was \*

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor



Duration of the course was \*

- ☐ Sufficient
- ☐ Insufficient

Timing of the classes \*

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor



Grievance Redressal \*

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor



Involvement of Teachers \*

- ☐ Excellent
- ☐ Very Good
- ☐ Good
- ☐ Fair
- ☐ Poor

Overall course rating that you would like to give \*



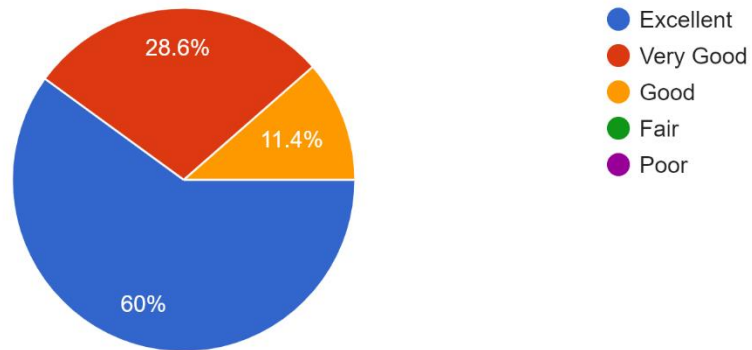
- ☐ Excellent
- ☐ Very good
- ☐ Good
- ☐ Fair
- ☐ Poor

Any Suggestion \*

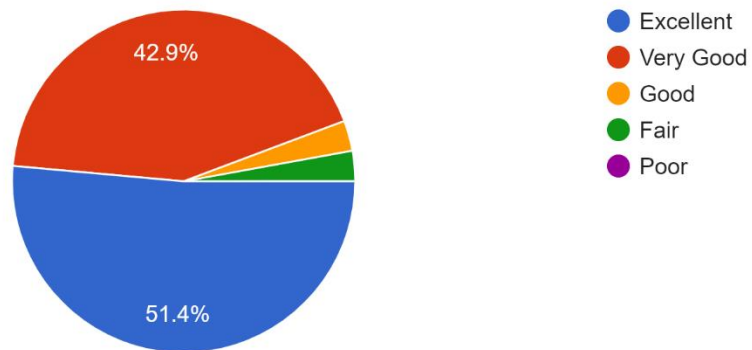
Short answer text

## Analysis

Teaching and learning process in the Add-on was  
35 responses

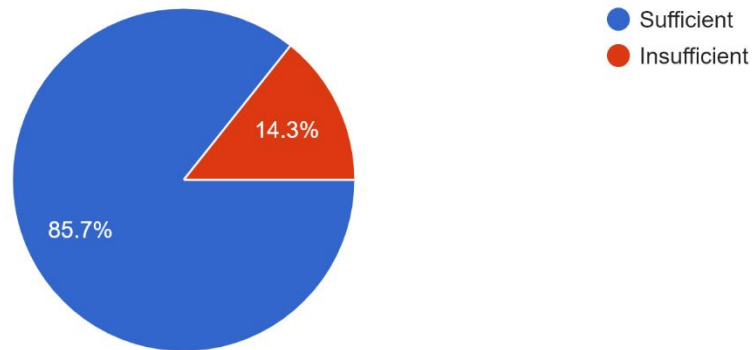


Content covered by resources persons was  
35 responses



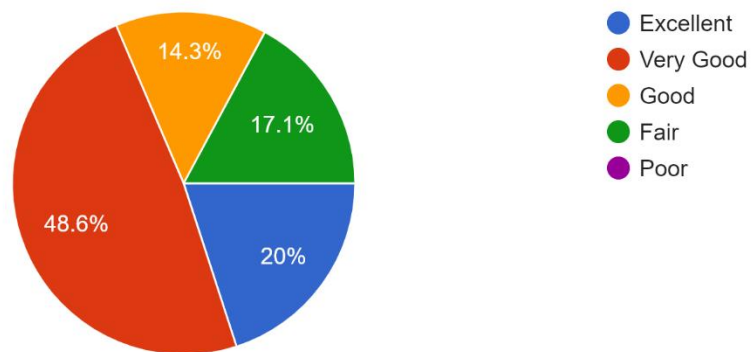
### Duration of the course was

35 responses



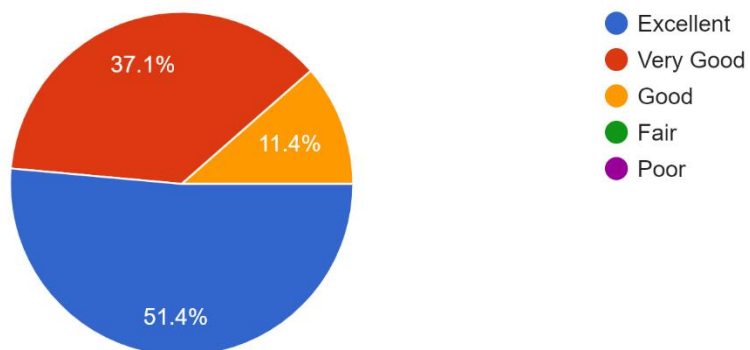
### Timing of the classes

35 responses



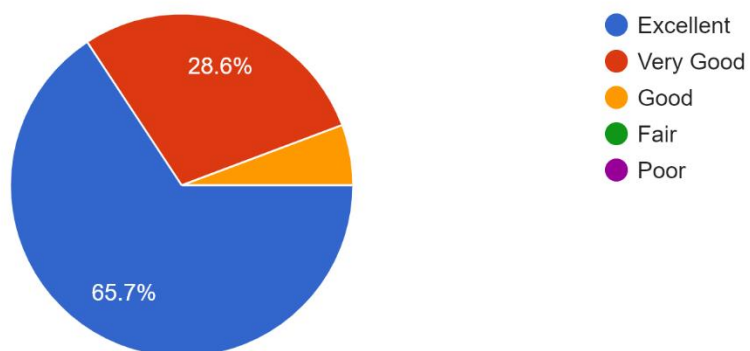
## Grievance Redressal

35 responses



## Involvement of Teachers

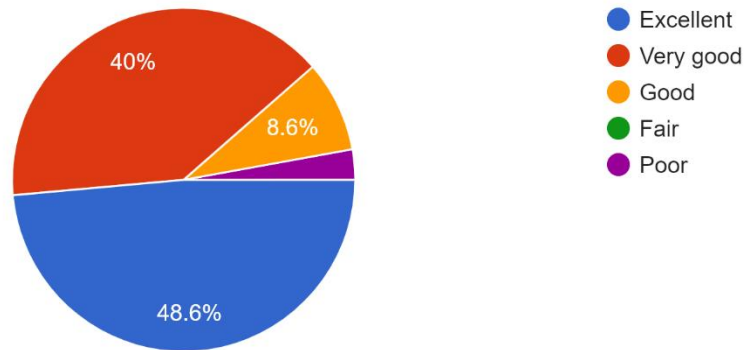
35 responses





# Overall course rating that you would like to give

35 responses



## NOTICE & PERMISSION



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

### PERMISSION FOR ORGANIZATION OF EVENTS

NOTE: 1. Please ensure that the completion certificate of the event is physically signed by the Convener of the event, IQAC Coordinator and Principal after the event report is made.  
2. Please ensure a pre booking of the venue before getting the permission letter signed.  
3. A copy of this duly filled form signed by the TIC/ Convener and Principal shall be submitted to ICT sysadmin@svc.ac.in, Caretaker sandeeppluthra@svc.ac.in, IQAC Coordinator iqac@svc.ac.in, Dr. Arpita Kaul arpita@svc.ac.in for commerce, NSS, NCC, EOC, Empathise, Placement and Sports events, Dr. Urmi urmi.b@svc.ac.in for humanities events, Dr. P. Jayaraj jayaraj@svc.ac.in for sciences events. (Mails mentioned in SOP) and Dr. Nagendra Kumar Kalaparthy nkalaparthy@svc.ac.in , for IQAC/ NAAC criteria 1-7.

### EVENT DETAILS

1. Name of the Department/Society /Association: Commerce Department
2. Name of the TIC/Convenor (if any): Dr. Mamta Arora (TIC/Convener), Mrs. Mohini Yadav (Convener)
3. Nature of Event: Add-on Course
4. Participants: Student-centric
5. Event Type: Online
6. Collaborating Agency /Organization: NA
7. Proposed Title of the Event: Add-on Course on "HR Analytics"
8. Tentative List of Speakers with affiliations: Dr. Sunil Budhiraja (Assistant Professor, School of Management and Labor Studies, Tata Institute of Social Sciences, Mumbai)
9. Date, Time from to: 16<sup>th</sup> September – 6<sup>th</sup> November 2023
10. Financial Assistance/ Funding received (if any): NA
11. Proposed Budget (please attach details in a separate enclosure): Annexed with application
12. Faculty responsible for Geo Tagged Pictures: Dr. Neha Singhal, Mr. Ajit Singh
13. Faculty responsible for Event Report: Mrs. Mohini Yadav
14. ICT support required, if any (ICT Lab, Laptop, LCD projector): Laptop, LCD projector) for Valedictory Ceremony on 6<sup>th</sup> November 2023

15. Caretaker support required (tables, chairs, public addressing system, sanitation, manpower assistance): Lamp

16. Room requirement (Seminar/ any other) New Seminar Hall, Durgabai Deshmukh Block for Valedictory Ceremony on 6<sup>th</sup> November 2023

Mamla Ansa  
17/8/23

Mohini  
17/8/23

Name & Signature of TIC/Convenor

C. Gula Reddy  
Signature of Principal

Date: 17/8/2023

Date: 17/8/2023

## SRI VENKATESWARA COLLEGE

(University of Delhi)

Benito Juarez Road, Dhaula Kuan, New Delhi- 110021

Convener: Dr. Mamta Arora and Ms. Mohini Yadav

Course Duration:

Fee Structure: Rs. 3,000/- (including Rs. 200 for registration, non-refundable)

Eligibility: Under-graduate students of all streams are eligible. Selection of the participants will be on first come first basis. Certificates shall be awarded based on the assessment.

For registration: Mr. Ashish , for billing: Mr. Mohit

### Highlights of the Add-on Course

- Interactive hands-on delivery of the session
- Every session is supported with demos and practical set of data
- Every session will have business examples and implementation aspects
- Implementation based on Case study method to apply

For Admission related queries, please contact

Dr. Mamta Arora

+91 9811222984

TIC/Course Convener

Mamta Arora  
17/8/23

Principal

C. Shukla  
17/8/23

Mrs. Mohini Yadav

+91 7838445490

Course Convener

Mohini  
17/8/23

## POSTER

Link on college website: [http://svc.ac.in/SVC\\_MAIN/Notice/Notice2023/Add-on%20course%20HR%20Analytics.pdf](http://svc.ac.in/SVC_MAIN/Notice/Notice2023/Add-on%20course%20HR%20Analytics.pdf)



# Sri Venkateswara College

## Department of Commerce

Organizing  
**Add on Course**  
on  
**HR Analytics**



From  
**16th September-6th November, 2023**  
(Classes will be held on Saturdays & Sundays)

Open to all undergraduate students

Classes will be online

Selection on first-cum-first serve basis

Certificates shall be awarded based on the assessment



**Key Speaker**



**Dr. Sunil Budhiraja**  
Assistant Professor  
School of Management and Labour Studies  
Tata Institute of Social Sciences, Mumbai

**Hurry up**  
Limited Seats  
Available



# Highlights

Lecture by expert

Interactive hands-on delivery of the session

Every session is supported with demos and practical set of data

Every session will have business examples and implementation aspects

Implementation based on Case Study method to apply



Fee of the Course: RS. 2800 + RS.200 (Non-Refundable Registration Fees)

The candidate fulfilling the eligibility criteria as specified above may submit the online pre-admission form on the following link:

<https://www.svc.ac.in/form/reg.php>



**\*\*Note:** The candidate pursuing the Add-On Course or some other course(s) from the University of Delhi or any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examination.

## Patron

Prof. C. Sheela Reddy (Principal, SVC)

## Conveners

Dr. Mamta Arora (TIC & Associate Professor, Department of Commerce, SVC)  
Ms. Mohini Yadav (Assistant Professor, Department of Commerce, SVC)

## Organizing Team

Dr. Neha Singhal (Assistant Professor, Department of Commerce, SVC)  
Mr. Ajit Singh (Assistant Professor, Department of Commerce, SVC)  
Mr. Aashish Jain (Assistant Professor, Department of Commerce, SVC)  
Ms. Antima Sharma (Assistant Professor, Department of Commerce, SVC)  
Dr. Neetu Kushwaha (Assistant Professor, Department of Commerce, SVC)

\*For admission related queries, please contact Ms. Mohini Yadav at  
mohini.yadav@svc.ac.in

(Contact No: +917838445490)

**EVENT COMPLETION CERTIFICATE**



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that Add-on course on HR Analytics was successfully conducted from Sep 16, 2023 – Nov 6, 2023 by Add-on course Committee, Department of Commerce in the Online mode and its event report has been submitted to IQAC for records.

*Mohini*

Event In-Charge

*[Signature]*

IQAC Coordinator

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

*[Signature]*

Principal

**PRINCIPAL (Acting)**  
**Sri Venkateswara College**  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE**

(UNIVERSITY OF DELHI)

**EVENT REPORT****NAME OF THE EVENT: Add-on Course: Power BI Mastery Bootcamp**

| DATE                                          | DEPARTMENT                                  | COMMITTEE/SOCIETY      | COORDINATORS' NAME                               |
|-----------------------------------------------|---------------------------------------------|------------------------|--------------------------------------------------|
| Feb 17th, 2024 - Mar 10th, 2024               |                                             | 180 Degrees Consulting | Dr. Dipika                                       |
| TIME                                          | VENUE                                       | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor;<br>online/offline/hybrid |
| 6:00 P.M. - 8:00 P.M., Saturday & Sunday      | GOOGLE MEET PLATFORM                        | 42                     | ONLINE                                           |
| <b>FINANCIAL SUPPORT/ASSISTANCE (if any):</b> | Registration Fees charged from participants |                        |                                                  |

**BRIEF INFORMATION ABOUT THE ACTIVITY**

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TOPIC/SUBJECT OF THE ACTIVITY</b> | <b>POWER BI MASTERY BOOTCAMP (ADD ON COURSE)</b>                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>OBJECTIVES</b>                    | The objective was to provide an affordable course on <b>Data Analytics &amp; Visualization through Power BI</b> , considering its significance in today's data analysis landscape. The course aimed to cater to students from various colleges and industry professionals, acknowledging the growing importance of data analysis. The course aims to equip you with the knowledge of Power BI to further career growth and apply the skills in various industries. |

|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>METHODOLOGY</b>                                             | The syllabus was designed with the help of the course instructor, an expert in the field of Data Analysis using Power BI. The online classes were held on Google Meet. Regular Assessment was conducted along with a Final Assessment of Report Creation. A weighted average of the scores was used to calculate a final grade for all participants.                                                                                                                                                             |
| <b>INVITED SPEAKERS WITH AFFILIATION DETAILS<br/>( IF ANY)</b> | <b>MR. MARCHETTY PAVAN SAI</b><br><br>He is a seasoned professional with a deep passion for learning and teaching. His expertise lies in harnessing tools like Microsoft Power BI to convert data into actionable insights. He has worked as a Data Research Analyst at Morningstar, where he collaborated with stakeholders to stabilize the process in the Morningstar Service Platform, identified areas for improvement, and utilized tools such as Excel, SQL, and Python for data analysis and automation. |
| <b>OUTCOMES</b>                                                | The enrolled students were able to gain knowledge of Power BI to further their career growth and apply the skills in various industries.                                                                                                                                                                                                                                                                                                                                                                         |

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

|                  |                                               |            |        |                          |
|------------------|-----------------------------------------------|------------|--------|--------------------------|
| 1                | 2                                             | 3          | 4      | 5                        |
| Notice & Letters | Number of Participants & Name of Participants | Video clip | Photos | Feedback Form & Analysis |
| ✓                | ✓                                             |            | ✓      | ✓                        |



|                             |                                              |                                   |                                                                                   |                          |
|-----------------------------|----------------------------------------------|-----------------------------------|-----------------------------------------------------------------------------------|--------------------------|
| 6<br>News clip with details | 7<br>Sample Copy of the Certificate<br><br>✓ | 8<br>Posters/<br>Invites<br><br>✓ | 9<br>Event report Attested by<br>Event Coordinator &<br>IQAC Coordinator<br><br>✓ | 10<br>Any other document |
|-----------------------------|----------------------------------------------|-----------------------------------|-----------------------------------------------------------------------------------|--------------------------|

|                                           |                           |
|-------------------------------------------|---------------------------|
| IQAC Document No: IQAC/SVC/23-24/180DC/01 | Criterion No: 5           |
| Departmental file no:                     | IQAC file No: SVC/2023-24 |

| NAME OF TEACHER & SIGNATURE                                                                       | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE                                                      | IQAC COORDINATOR (SEAL & SIGNATURE) |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-------------------------------------|
| Dr. Dipika<br> | Dr. Dipika<br> | Prof. Swarn Singh                   |

## 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          |  |               |                                       |

Permitted as  
per rules applicable.  
C n  
8/2/2024

To,  
The Principal  
Sri Venkateswara College  
University of Delhi  
New Delhi-110019

Subject: Organize Add-on Course on Power BI

Respected Sir,

The 180 Degrees Consulting, Sri Venkateswara College wishes to organize an add-on course on "Power BI Mastery Bootcamp: Unleashing Data Insights" from 13th February to 10th March 2024 in online mode. The details are attached.

Kindly allow us to organize the event and do the needful.

Thanking You

13/03/24

Dr. Dipika  
Convenor  
180 Degree Consulting  
Sri Venkateswara College

# **Power BI Mastery Bootcamp**

Unleashing Data Insights

Add-On Course Report

By:

Sri Venkateswara College, University of Delhi

Marketing & Logistics Partner:

180 Degrees Consulting SVC

**17<sup>th</sup> February 2024 - 10<sup>th</sup> March 2024**

## Acknowledgement

We extend our sincere gratitude to Sri Venkateswara College and its administration for providing us with the opportunity to organize and conduct the Add-on Course: Power BI Mastery Bootcamp. We are immensely thankful to our Principal, Mr. K.C. Chandramani for their unwavering support and encouragement throughout the duration of this initiative.

Our heartfelt appreciation also goes to Dr. Dipika, the teacher coordinator for the course, whose dedication and guidance played a pivotal role in the success of this endeavor. Their expertise and enthusiasm for the subject matter were instrumental in shaping the course content and ensuring its effectiveness.

Furthermore, we would like to express our deepest thanks to the trainer of the course, Mr. Marchetty Pavan Sai. Their expertise, patience, and commitment to empowering students with valuable skills in Power BI have been invaluable. The knowledge and insights shared by them have undoubtedly left a lasting impact on all the participants.

We are truly grateful to everyone involved in making this Power BI course a meaningful and enriching experience for all the students involved.

## TABLE OF CONTENTS

| S.No. | Title                                 | Page No. |
|-------|---------------------------------------|----------|
| I     | <b>Acknowledgement</b>                | 06       |
| 1.    | <b>Introduction</b>                   | 08       |
| 2.    | <b>Organizing Committee</b>           | 09-10    |
| 3.    | <b>Resource Person</b>                | 11       |
| 4.    | <b>Syllabi &amp; Course Structure</b> | 12-13    |
| 5.    | <b>Event Poster &amp; Brochure</b>    | 14-15    |
| 6.    | <b>Inaugural Session</b>              | 16       |
| 7.    | <b>Day-Wise Report</b>                | 17       |
| 8.    | <b>Day 1</b>                          | 17-18    |
| 9.    | <b>Day 2</b>                          | 18-19    |
| 10.   | <b>Day 3</b>                          | 19       |
| 11.   | <b>Day 4</b>                          | 20       |
| 12.   | <b>Day 5</b>                          | 20-21    |
| 13.   | <b>Day 6</b>                          | 21-22    |
| 14.   | <b>Day 7</b>                          | 22       |
| 15.   | <b>Day 8</b>                          | 23       |
| 16.   | <b>Student List &amp; Attendance</b>  | 24-25    |
| 17.   | <b>E-Certificate Format</b>           | 26       |
| 18.   | <b>Assessment</b>                     | 27-29    |
| 19.   | <b>Feedback</b>                       | 30-33    |
| 20.   | <b>Budget Sheet</b>                   | 34-37    |
| 21.   | <b>Event Completion Certificate</b>   | 38       |



## **Introduction**

In today's data-driven world, the ability to extract meaningful insights from vast amounts of data is crucial for making informed decisions. Power BI, a powerful business analytics tool developed by Microsoft enables users in this process to visualize and analyze data quickly and effectively. It provides a comprehensive suite of features for data preparation, analysis, and visualization, making it an invaluable tool for businesses and individuals alike.

Mastering Power BI opens up better opportunities in the job market for students as it allows them to develop a skill which has high practical applications. In order to make this learning process easier, the Add On Course: Power BI Mastery Bootcamp was conducted from 17th February 2024 to 10th March 2024. The course contained a total of 16 hours of lectures with practical demonstrations and assignments. The classes were conducted on Saturday & Sunday of each week during the time span. A total of 42 students from diverse courses and colleges of Delhi University took part in the event. Registrations from students of Sri Venkateswara College, Jesus & Mary College and Shyama Prasad Mukherjee College were received.

## Organizing Committee

**180 Degrees Consulting, Sri Venkateswara College** is a team of socially committed & economically inspired individuals offering high-quality consulting services. The organization partners with nonprofits and social enterprises to provide innovative, practical and sustainable solutions to the challenges they face.

The realization of the Power BI Mastery Bootcamp Add-on Course, from its conceptualization to execution, owes its success to the collaborative efforts of the convenor and Organizing Committee members.

**Convenor: Dr. Dipika**

**Organizing Team:**

| Name                 | Roll No. | Course                     | Year |
|----------------------|----------|----------------------------|------|
| Abdul Bari Khan      | 1722068  | B.Sc. (H) Mathematics      | II   |
| Aman Dhingra         | 0522065  | B.A. (H) Economics         | II   |
| Ananya Chopra        | 0521005  | B.A. (H) Economics         | III  |
| Anusha Katyal        | 0523005  | B.A. (H) Economics         | I    |
| Ayush Hans           | 0523057  | B.A. (H) Economics         | I    |
| Divita Diwan         | 1922013  | B.Sc. (H) Statistics       | II   |
| Divyam Chutani       | 0521046  | B.A. (H) Economics         | III  |
| Guransh Singh Bhatia | 0522012  | B.A. (H) Economics         | II   |
| Hardik Madan         | 1922012  | B.Sc. (H) Statistics       | II   |
| Harshvardhan         | 0721026  | B.A. (H) Political Science | III  |
| Innat Adil           | 922041   | B.Com. (P)                 | II   |
| Johan J Chirackel    | 1021128  | B.Com. (H)                 | III  |
| Mehak Kapoor         | 1023034  | B.Com. (H)                 | I    |
| Palak Sapra          | 1722002  | B.Sc. (H) Mathematics      | II   |
| Paridhi Gupta        | 1022031  | B.Com. (H)                 | II   |
| Prachi Kapoor        | 0523042  | B.A. (H) Economics         | I    |
| Prakhar Gupta        | 0923116  | B.Com. (P)                 | I    |
| Piyush Kumar         | 0823052  | B.A. (H) Sociology         | I    |
| Pooja Saluja         | 0123018  | B.A. (P)                   | I    |
| Rohan Bakhshi        | 1722005  | B.Sc. (H) Mathematics      | II   |
| Sheen Tyagi          | 1023167  | B.Com. (H)                 | I    |
| Shivam Gupta         | 1023034  | B.Com. (H)                 | I    |

|                       |         |                       |     |
|-----------------------|---------|-----------------------|-----|
| <b>Vansh Arora</b>    | 1721069 | B.Sc. (H) Mathematics | III |
| <b>Vibhav Harit</b>   | 0122018 | B.A. (P)              | II  |
| <b>Vishakh Katoch</b> | 1022102 | B.Com. (H)            | II  |

## Resource Person



### **Mr. Marchetty Pavan Sai**

Microsoft Certified: Power BI Data Analyst Associate

Mr. Marchetty is a highly dedicated **Power BI trainer** with expansive technical expertise. He takes a hands-on approach to ensure every participant has a comprehensive understanding of the tool. Through his training, participants gain skills and confidence to extract meaningful insights and enhance their overall performance.

He has worked as a Data Research Analyst at Morningstar, where he collaborated with stakeholders to stabilize the process in the Morningstar Service Platform, identified areas for improvement, and utilized tools such as Excel, SQL, and Python for data analysis and automation.

He also worked as an Analyst at Kincentric, contributing to the development of their Global Leadership Assessment Team by handling the operations process and providing Power BI Training.

# Syllabi & Course Structure

## 1. DATA EXTRACTION

- Power BI Introduction
- PBI Desktop Installation, PBI Desktop & PBI Service Overview
- Building Blocks of Power BI
- Fields Pane, Visualizations pane, Ribbon, Views, Pages Tab, Canvas
- Overview of Power Query Editor - Extract, Transform & Load Data
- Connecting to Multiple Data Sources like EXCEL, CSV, WEB, ODATAFEED, SQL DATABASE, JSON, XML ..,
- Modes of Connection

## 2. DATA TRANSFORMATION

- Data Transformation and its Benefits
- Overview of Power Query Editor
- The Ribbon (Home, Transform, Add Column, View Tabs)
- All the necessary Inbuilt Row and Column transformations
- Combine queries, Merge queries, & Append Queries
- M - Language Basic knowledge
- Advanced Editor

## 3. DATA MODELLING

- Data Modeling Introduction
- Primary and Foreign Keys
- Cardinality
- Schemas
- Normalization
- Cross filter
- Role Playing Dimensions

## 4. DAX

- DAX Introduction
- Filter Context and Row Context
- Aggregation Functions
- Date and Time Functions
- Filter Functions
- Information Functions
- Logical Functions
- Text Functions
- Parent and Child Functions
- Time Intelligence Functions
- Table Manipulation Functions



## **5. DATA VISUALIZATION**

- Views
- Visualizations
- Custom Visuals
- Filters
- Hierarchies
- Other key Features
- Bookmarks

## **6. DATA DISTRIBUTION**

- Power BI Service Introduction
- Creating a Power BI Service Account
- Publishing Reports to the Power BI Service
- My Workspace
- Data Gateways
- Scheduled Refresh

## Event Poster &amp; Brochure



# Sri Venkateswara College

University of Delhi, NAAC A+

## ADD-ON COURSE

# PowerBI

### MASTERY BOOTCAMP

*Unleashing data insights*

## 17th Feb 2024 - 10th March 2024

**Progress from  
Beginner to Intermediate  
level**

Your trainer



**Learn Data Modelling,  
Visualisation, DAX and much  
more**

**Mr. Marchetty Pavan Sai**  
Microsoft Certified Power BI Trainer

**Scan Me**



**To Register**

Last Date to Register  
15th Feb'24 

*Register now to avail  
early bird discounts!*

**Scan Me**



**To Know More**

Prof. (Dr.) K. C. Singh  
**Principal  
Patron**

Dr. Dipika  
**Course Coordinator**



**Sri Venkateswara College**  
University of Delhi, NAAC A+



*presents an*  
**ADD-ON COURSE**



**PowerBI**  
MASTERY BOOTCAMP

*Unleashing data insights*  
17 Feb'24 - 10 March'24



Conducted by  
**Mr. Marchetty Pavan Sai**  
*Microsoft Certified PowerBI Trainer*

Last Date to Register  
15 Feb'24

**Principal**  
Prof. K Chandramani Singh

**Convenor**  
Dr. Dipika

**Link to the detailed Course Brochure:** [Add-on Course Power BI Sri Venkateswara College \(1\).pdf](#)

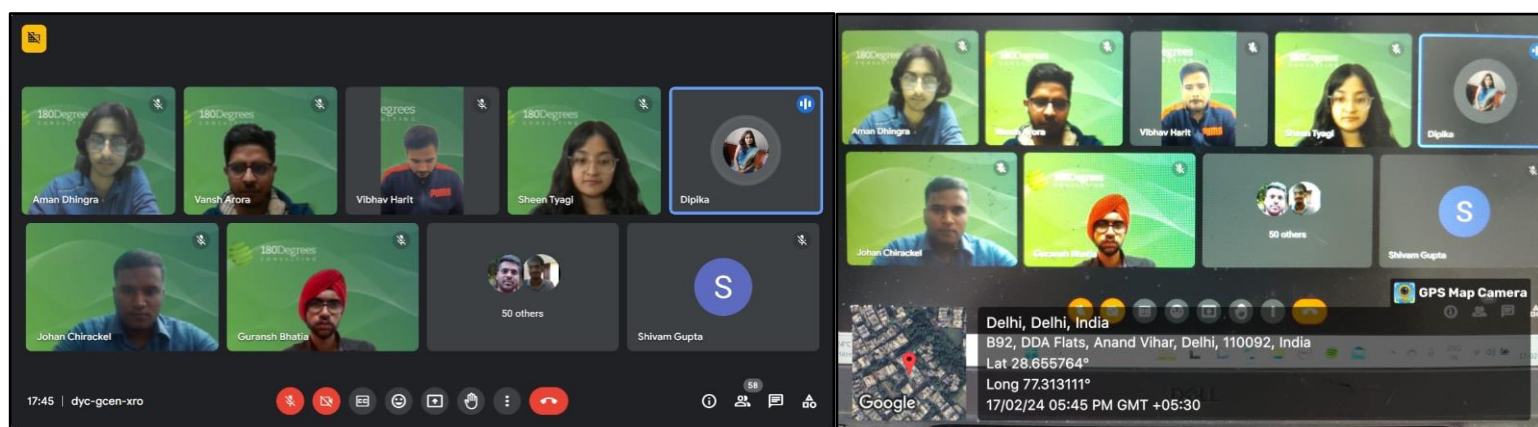
## Inaugural Session

The Inaugural Session of **Power BI Mastery Bootcamp: Unleashing Data Insights**, the Add-On Course offered by **Sri Venkateswara College** in collaboration with **180 Degrees Consulting, SVC** was held on **17<sup>th</sup> February 2024** from **5:30 PM onwards** in the evening via **Google Meet**.

**38 participants** from various colleges of Delhi University joined for the auspicious occasion and displayed great interest in welcoming **Mr. Marchetty Pavan Sai**, an experienced **Microsoft Certified Power BI Analyst Associate**, as the trainer for the upcoming 4 weeks of new learnings.

The inaugural session commenced with a warm welcome address by **Mr. Johan J Chirackel, President of 180 Degrees Consulting, SVC Branch**. Subsequently, **Dr. Dipika**, the **faculty convenor of the branch**, enthralled the audience with her motivational words and presence.

Finally, Mr Marchetty Pavan Sai addressed the audience with enthusiastic words and ambitions for the upcoming 4 weeks.



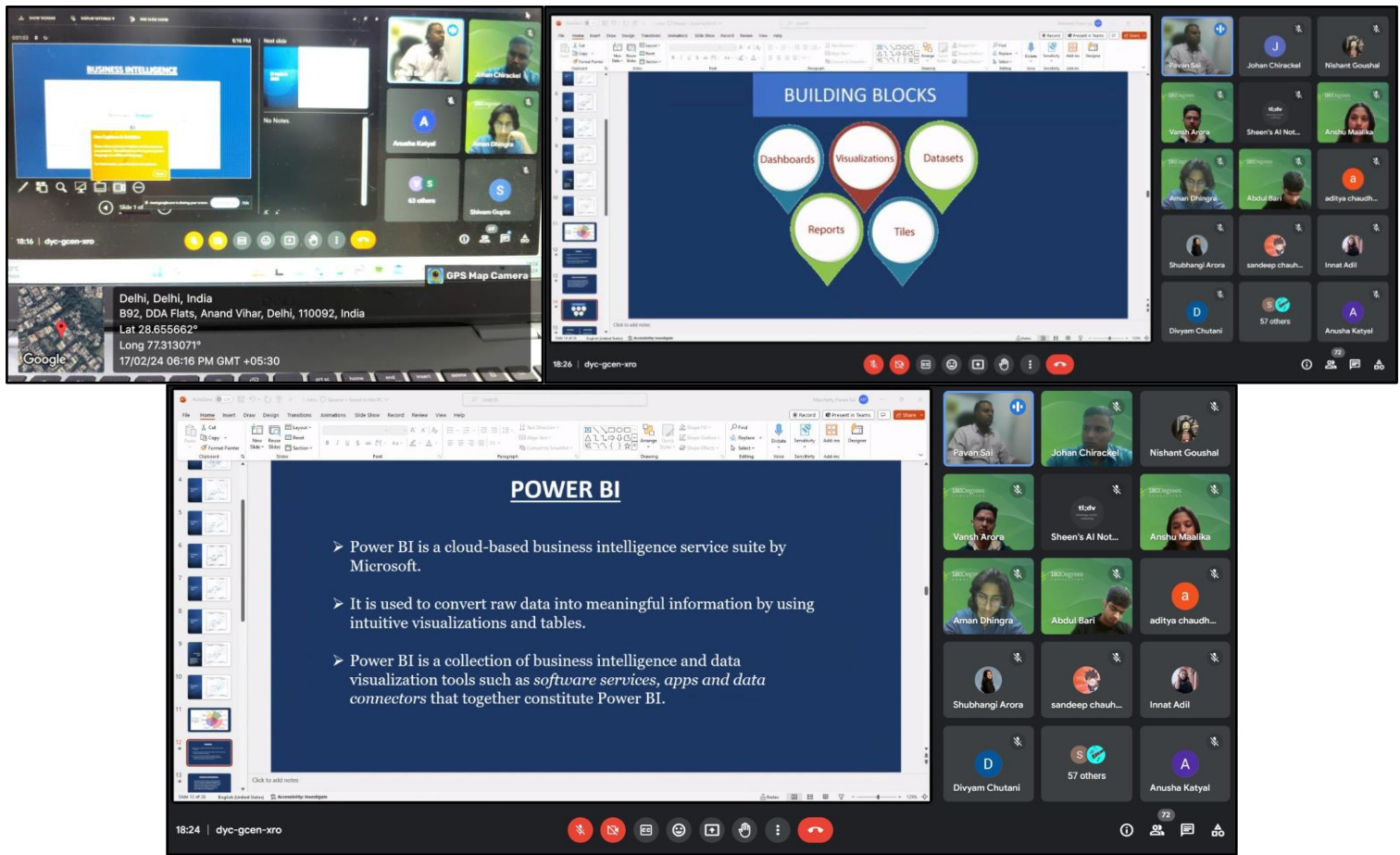


## Day-wise Report

### Day 1: Introduction to Power BI & Data Extraction (6 PM - 8 PM, 17<sup>th</sup> February 2024)

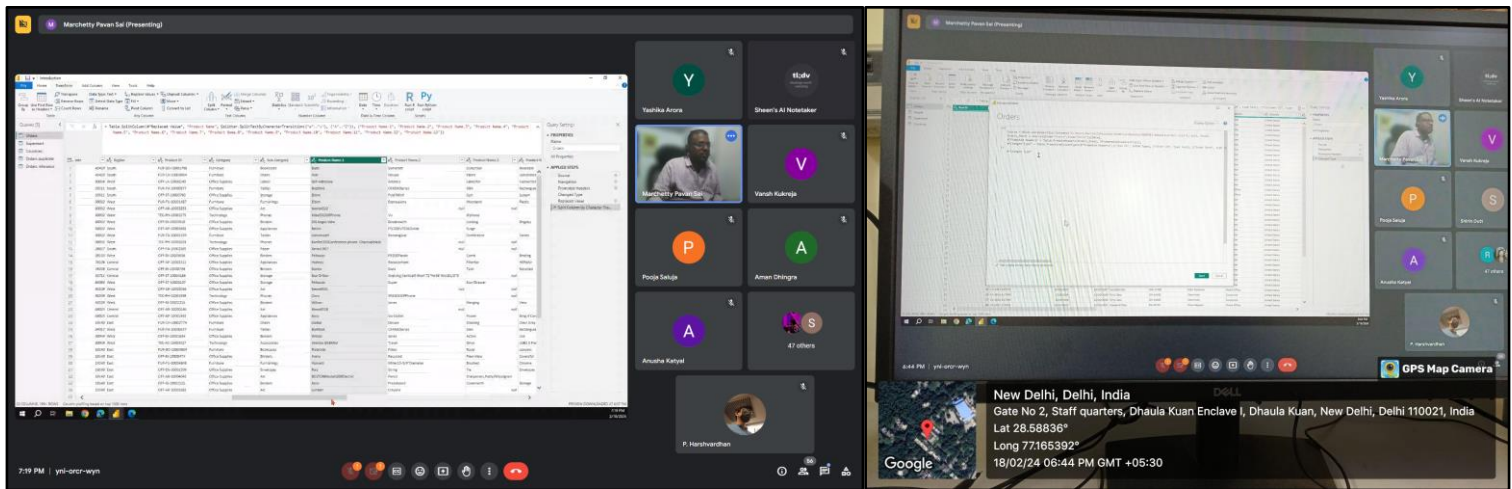
- General Understanding of Power BI and Business Tools:
  - The trainer discussed the uses of Power BI and its history. This included the market share Power BI captured and its competition with Tableau. USPs of Power BI were discussed in order to illustrate the same. The uses of Power BI as a Business Intelligence tool in different industries and domains were thoroughly discussed.
  - Subsequently, the trainer discussed the different versions of Power BI and how it evolved throughout the years starting from 2016. Different ways to download and access the tool were also illustrated.
- Introduction to Power BI:
  - Power BI and its basic interface was explained to the participants. Mechanisms to save files, download, and integrate basic data were illustrated. Discussion of multiple data connectors to integrate and utilize data to make analysis reports was also done.
  - An explanation of the Power BI Desktop interface including ribbon, canvas, report view, table view, model view, and DAX query view was provided to the participants.
  - Subsequently, the trainer also discussed different ways to import data from Excel files, CSV files, and SQL databases into Power BI. The use of Power Query Editor was also illustrated to do the same.
  - The trainer also discussed Power Query Transformations on a surface level. Illustrations on how to perform basic transformations in Power Query like changing column names, fixing headers, and loading data were shown.
- General Career Guidelines and Data Analysis Tips:
  - The speaker also talked about other tools and provided a general framework to the participants in order to learn a tool.
  - Open Source Repositories to explore different tools were also discussed.
  - Career advice regarding internships, placement and other opportunities in data science and analysis were also provided by the trainer to the participants.





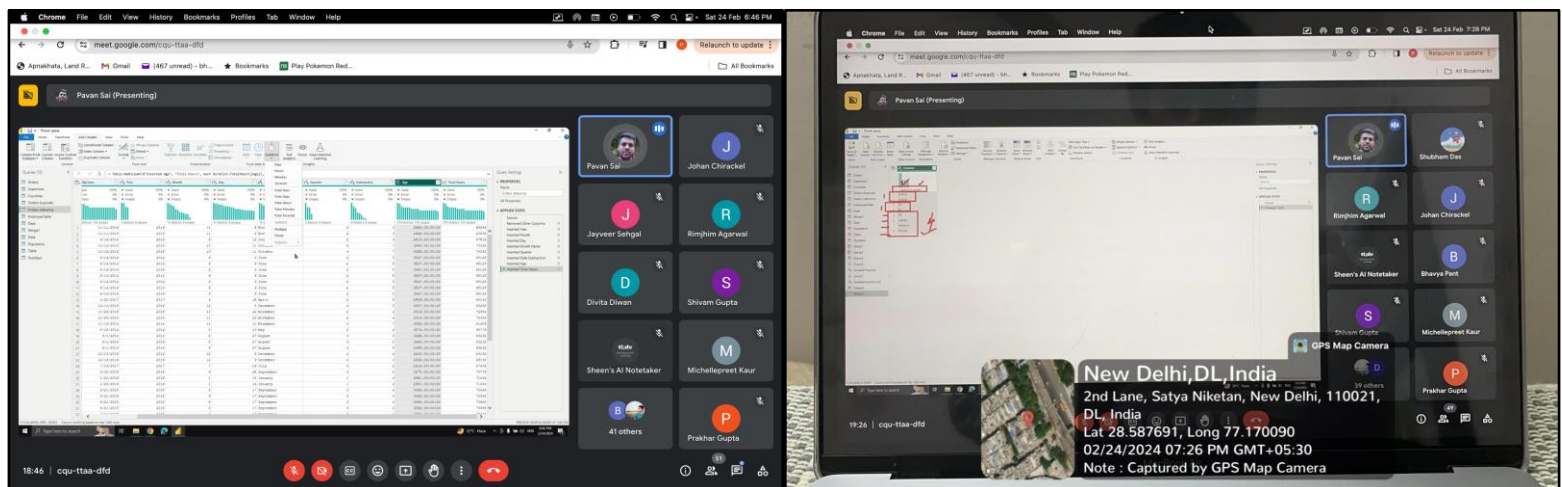
## Day 2: Power Query Editor Part-1 (6 PM - 8 PM, 18<sup>th</sup> February 2024)

- The session began with a rapid-fire quiz based on the first session's learnings. This allowed participants to review the basics of Power BI and become better prepared for upcoming sessions.
- An overview of landing in the Power Query Editor, its interface and key sections like queries, query settings, and data sources.
- A discussion on data transformation in Power Query Editor, including different source data types, and step-by-step instructions on different query functions available on the platform.



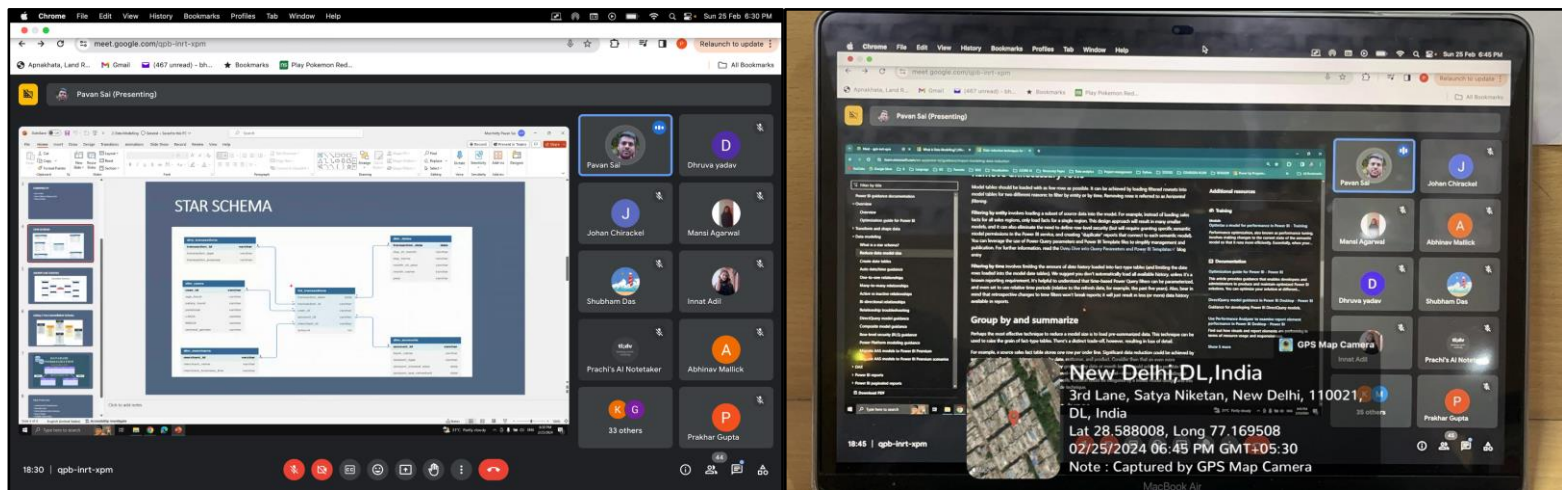
### Day 3: Power Query Editor Part-2 (6 PM - 8 PM, 24<sup>th</sup> February 2024)

- The trainer explained the various Power Query transformations used in PowerBI, demonstrating the fill down, pivot and column transformations. Further other transformations like the trim, clean, lower/upper/proper case and prefix/suffix transformations were explained to provide students with tools for formatting data sets.
- Text functions that enable extraction and splitting of content from various cells were explained along with Number functions to extract mathematical inferences from the data provided.
- The trainer explained the process of extracting year, month, day, and quarter from the date column using date functions. The calculation of duration from the given data set was elaborated upon.
- The trainer demonstrated various lists, records and tables in Power Query and how they can be used to store and transform data. Transformation across various methods was also covered. The course evaluation parameters were discussed and later shared with the students.



## Day 4: Data Modeling (6 PM - 8 PM, 25<sup>th</sup> February 2024)

- Fact and Dimension-Based Data:
  - Delved into the intricacies of fact and dimension-based data.
  - Thorough examination of dimension types, including junk dimensions and degenerate dimensions, highlighting their pivotal roles in data modeling.
- Practical Application in Power Query Editor:
  - Transitioned from theory to practice in the Power Query Editor.
  - Applied knowledge to create dimension tables organically from existing fact tables, gaining hands-on experience in data transformation.
- Immersive Exercise with Fact Tables:
  - Culmination involved an immersive exercise with a fact table.
  - Examined intricate relationships between different dimensions and actively participated in modifying and optimizing these relationships.
  - This hands-on application served as a capstone, reinforcing our comprehension of data modeling intricacies and their real-world implications.

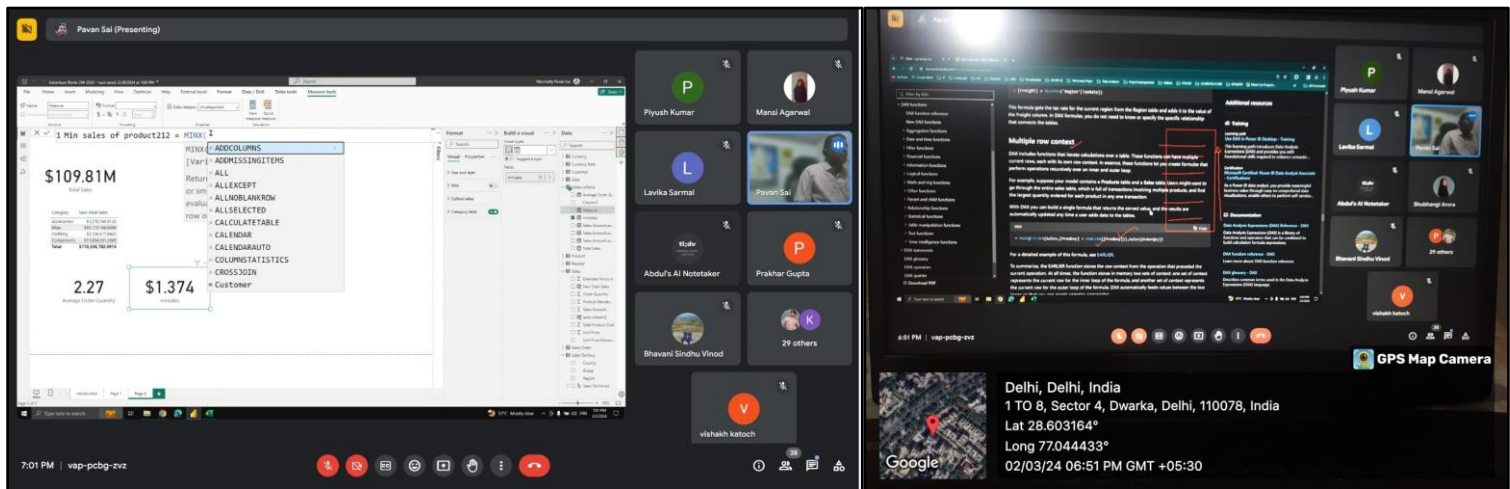


## Day 5: DAX Part-1 (6 PM - 8 PM, 2<sup>nd</sup> March 2024)

- The meeting commenced with a comprehensive exploration of DAX (Data Analysis Expressions), shedding light on its definition and pivotal role in Power BI. We delved into the intricacies of evaluation context, distinguishing between row context and filter context, and understanding their implications on DAX calculations.
- Emphasis was put on understanding the SUMX function, classified as an iterator function that operates within the row context. Cautionary notes were provided on potential challenges arising from aggregations within iterator functions, underscoring the need for careful consideration.

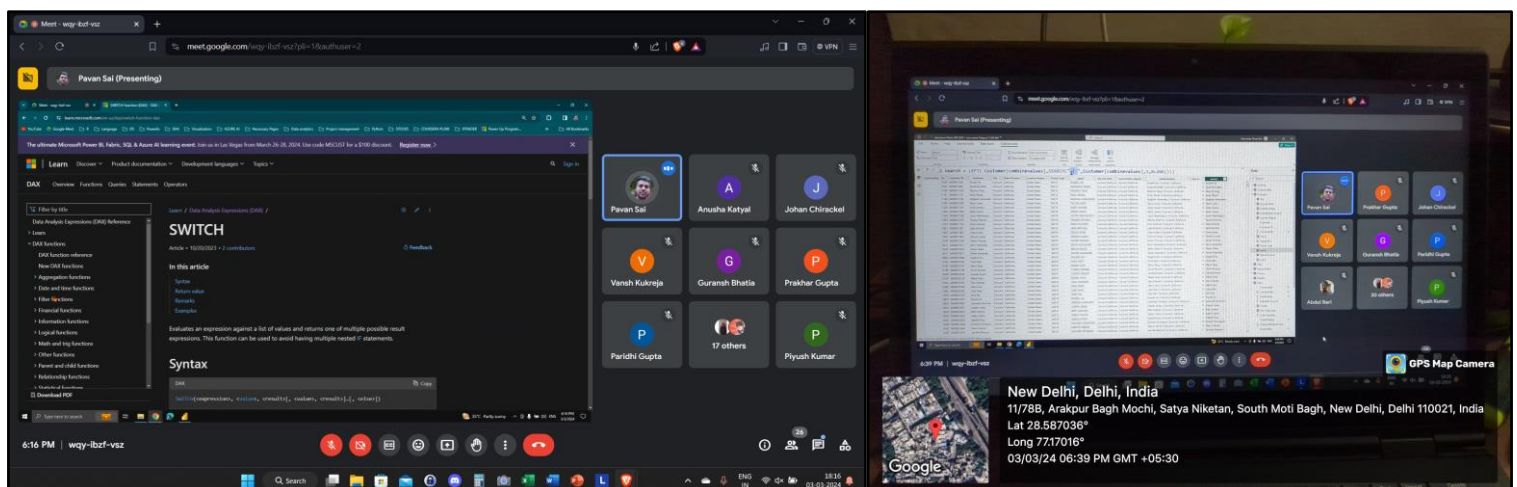


- Data types in Power BI took center stage, with a detailed exploration of their relevance in DAX expressions. The meeting elaborated on various aggregation functions, including but not limited to average, count, sum, and distinct count, providing a nuanced understanding of their applications.
- Filter functions were thoroughly discussed, encompassing the usage of Calculate, ALL, ALLSELECTED, ALLEXCEPT, RELATED, LOOKUPVALUE, REMOVEFILTERS, and EARLIER.



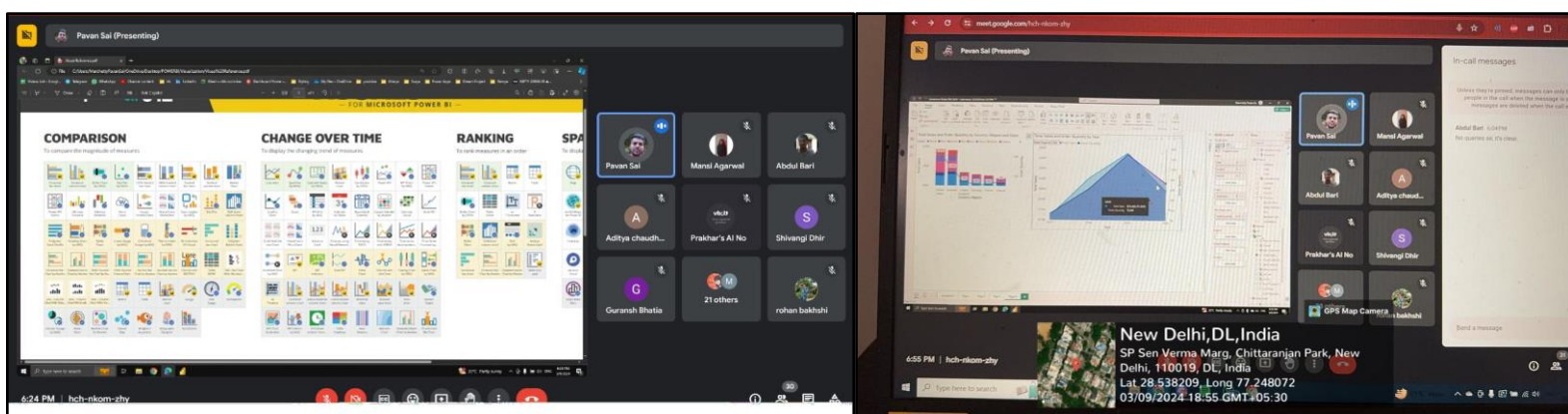
## Day 6: DAX Part-2 (6 PM - 8 PM, 3<sup>rd</sup> March 2024)

- Date and Time Functions: Various functions such as Date and Time, Now, Today, Utcnow, Utcoday, Weeknumber, Month, and Year were discussed to manipulate and extract date and time information in Power BI.
- Text Functions in DAX: The session covered essential text manipulation functions in DAX, including Upper, Lower, Concatenate, and Rept, enabling users to perform tasks like text formatting, searching, and extraction.
- Table Manipulation Functions: Participants learned about several table manipulation functions like TopN, Desc, Calculate Table, AddColumns, and SelectColumns.



## Day 7: Data Visualization (6 PM - 8 PM, 9<sup>th</sup> March 2024)

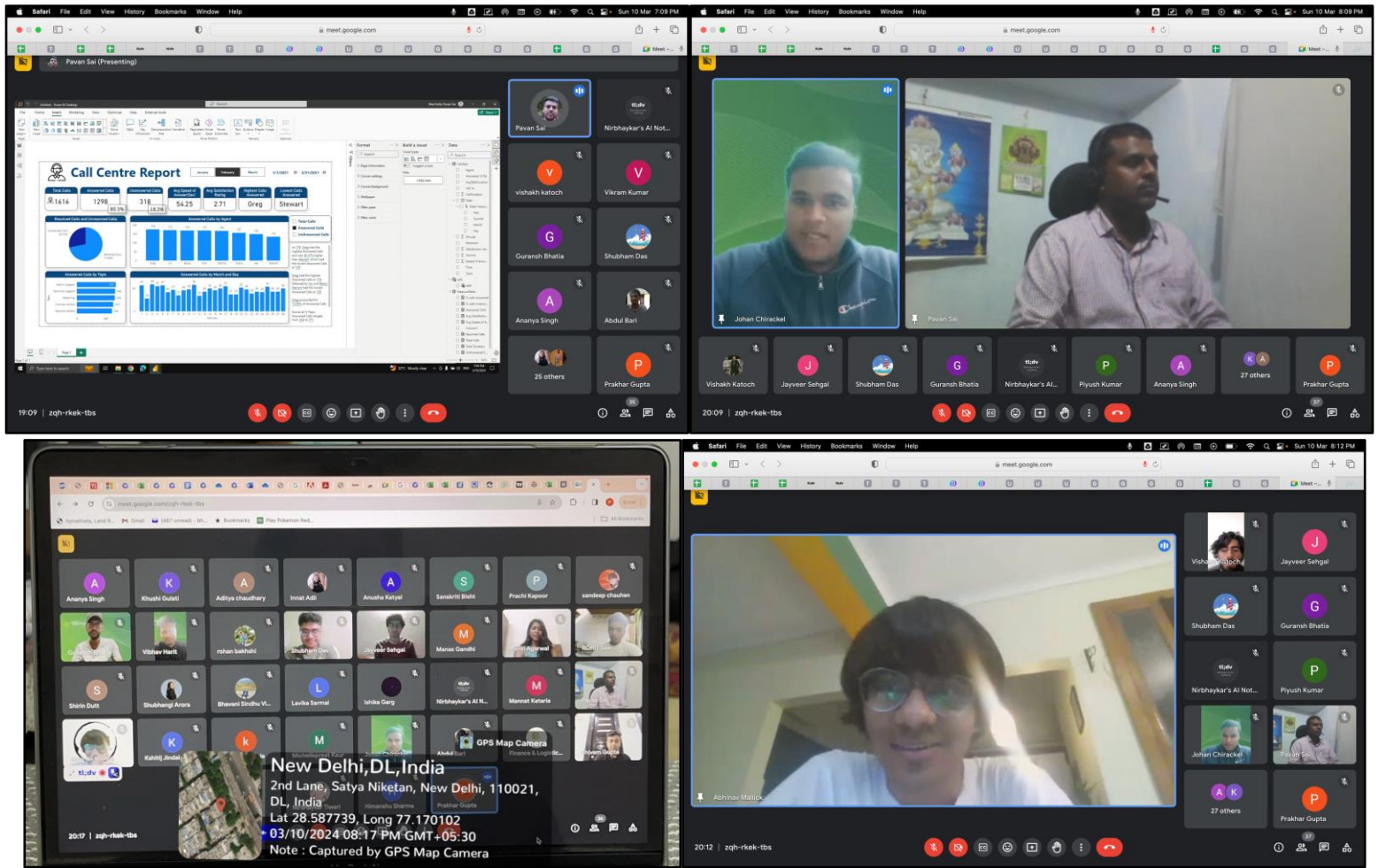
- A step-by-step guide on connecting to a SQL database in Power BI was presented to the participants. Report settings in Power BI Desktop and the Power BI service were also explained.
- There was an extensive discussion about the multitude of visualization options available in Power BI. Graphs and Charts were discussed to make the participants adept at visualizing data in their reports.
- The discussion also delved into the Maps visualization feature in Power BI, emphasizing its ability to create dynamic geographical representations within reports. The feature allows for dynamic and heat maps, which systematically illustrate various data points.



## Day 8: Report Creation & Power BI Service (6 PM - 8 PM, 10<sup>th</sup> March 2024)

- The class commenced with an introduction to report creation, using a sample dataset for a call center client as an example. The instructor cleaned the raw dataset, renamed required columns and made other necessary visual changes to make the dataset compatible with DAX and other custom visuals in Power BI.
- Discussion on how to save, insert and export a live embed within .pptx files, .pdf or word files and publish and establish access hierarchies within a Power BI report on Google Workspace was also done.
- Before the meeting concluded, the instructions regarding the final assessment report were given. The format of the report, expected content and datasets and final guidelines were provided to the candidates.
- The meeting ended with a vote of thanks, thanking Mr. Pawan Sai, the principal, convenor and college administration. Overwhelmingly positive feedback was received from participants, who enjoyed the course.





## Student List & Attendance

| S.No. | Name               | Registration ID | 17/02 | 18/02 | 24/02 | 25/02 | 02/03 | 03/03 | 09/03 | 10/03 | Total |
|-------|--------------------|-----------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 1.    | Abhi Saini         | PBI202401       | P     | P     | P     | A     | P     | P     | A     | A     | 5     |
| 2.    | Abhinav Mallick    | PBI202402       | A     | P     | P     | P     | P     | A     | A     | P     | 5     |
| 3.    | Aditya Chaudhary   | PBI202403       | P     | P     | P     | A     | P     | P     | P     | P     | 7     |
| 4.    | Ananya Singh       | PBI202404       | P     | P     | P     | P     | P     | A     | P     | P     | 7     |
| 5.    | Bhavani Sindhu     | PBI202405       | P     | P     | P     | P     | P     | A     | P     | P     | 7     |
| 6.    | Bhavya Pant        | PBI202406       | P     | P     | P     | P     | A     | P     | P     | A     | 6     |
| 7.    | CHETNA MEHTA       | PBI202407       | A     | A     | P     | A     | A     | A     | A     | A     | 1     |
| 8.    | Himanshu Sharma    | PBI202408       | P     | P     | P     | P     | P     | A     | P     | P     | 7     |
| 9.    | Indrajeet Kashyap  | PBI202409       | P     | A     | P     | A     | A     | P     | P     | A     | 4     |
| 10.   | Ishika             | PBI202410       | P     | P     | P     | P     | A     | P     | P     | P     | 7     |
| 11.   | Jayveer Sehgal     | PBI202411       | P     | P     | P     | P     | A     | P     | A     | P     | 6     |
| 12.   | Kanishka Khipple   | PBI202412       | P     | P     | P     | P     | P     | P     | P     | P     | 8     |
| 13.   | Kannishk Yadav     | PBI202413       | P     | P     | A     | A     | A     | A     | A     | A     | 2     |
| 14.   | Khushi             | PBI202414       | P     | P     | A     | P     | P     | P     | P     | A     | 6     |
| 15.   | Khushi Gulati      | PBI202415       | P     | P     | A     | A     | P     | P     | A     | P     | 5     |
| 16.   | KHUSHI JINDAL      | PBI202416       | P     | A     | P     | P     | P     | P     | P     | P     | 7     |
| 17.   | Lavika Sarmal      | PBI202417       | P     | P     | P     | P     | P     | P     | P     | P     | 8     |
| 18.   | Mannat Kataria     | PBI202418       | P     | P     | P     | P     | P     | P     | P     | P     | 8     |
| 19.   | Mansi Agarwal      | PBI202419       | P     | P     | P     | P     | P     | P     | P     | P     | 8     |
| 20.   | Michellepreet Kaur | PBI202420       | P     | P     | P     | A     | P     | P     | P     | P     | 7     |
| 21.   | MOHD FAISAL        | PBI202421       | A     | P     | A     | A     | A     | A     | A     | A     | 1     |
| 22.   | Neha Ghosh         | PBI202422       | P     | P     | A     | P     | A     | A     | A     | A     | 3     |
| 23.   | Nirbhaykar Tiwari  | PBI202423       | P     | P     | P     | P     | P     | P     | P     | P     | 8     |
| 24.   | Nishant Goushal    | PBI202424       | P     | P     | P     | P     | P     | A     | P     | A     | 6     |

|     |                              |           |   |   |   |   |   |   |   |   |   |
|-----|------------------------------|-----------|---|---|---|---|---|---|---|---|---|
| 25. | <b>Reyaan Shah</b>           | PBI202425 | P | A | A | A | A | A | A | A | 1 |
| 26. | <b>Rimjhim Agarwal</b>       | PBI202426 | P | P | P | A | A | A | A | A | 3 |
| 27. | <b>Rohit Saw</b>             | PBI202427 | P | P | P | A | P | A | P | P | 6 |
| 28. | <b>Saloni Shukla</b>         | PBI202428 | P | P | P | P | P | A | A | A | 5 |
| 29. | <b>Sandeep Singh Chauhan</b> | PBI202429 | P | P | P | P | P | P | P | P | 8 |
| 30. | <b>Sanskriti Bisht</b>       | PBI202430 | P | A | P | P | P | P | A | P | 6 |
| 31. | <b>Seharpreet Bedi</b>       | PBI202431 | P | A | P | P | P | P | A | A | 5 |
| 32. | <b>Shirin Dutt</b>           | PBI202432 | P | P | P | P | A | P | A | P | 6 |
| 33. | <b>Shivam Gupta</b>          | PBI202433 | P | P | P | A | A | A | A | P | 4 |
| 34. | <b>Shivangi</b>              | PBI202434 | P | P | A | P | A | A | P | A | 4 |
| 35. | <b>Shubham das</b>           | PBI202435 | P | P | P | P | A | P | P | P | 7 |
| 36. | <b>Shubhangi Arora</b>       | PBI202436 | P | P | P | P | A | P | P | A | 6 |
| 37. | <b>Tanirikaa Gandhi</b>      | PBI202437 | P | P | P | A | P | P | A | A | 5 |
| 38. | <b>Utkarsh Khanna</b>        | PBI202438 | P | P | A | P | A | A | P | A | 4 |
| 39. | <b>Vansh Kukreja</b>         | PBI202439 | A | P | P | P | A | P | P | A | 5 |
| 40. | <b>Vikram Kumar</b>          | PBI202440 | P | P | P | A | P | A | A | A | 4 |
| 41. | <b>Yashika Arora</b>         | PBI202441 | P | P | P | A | P | A | A | P | 5 |
| 42. | <b>Yug Bajaj</b>             | PBI202442 | P | A | A | A | A | A | A | A | 1 |

## E-Certificate Format

|                                                                                                                                                                                                                                                                                                                        |                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|                                                                                                                                                                                                                                       | <b>Sri Venkateswara College</b><br>University of Delhi                              |  |
| <b>CERTIFICATE<br/>OF COMPLETION</b>                                                                                                                                                                                                                                                                                   |                                                                                     |                                                                                     |
| PRESENTED TO                                                                                                                                                                                                                                                                                                           |                                                                                     |                                                                                     |
| <b>Full Name</b>                                                                                                                                                                                                                                                                                                       |                                                                                     |                                                                                     |
| has successfully completed the <b>Add on Course on Power BI</b> offered by <b>Sri Venkateswara College, Delhi University</b> in collaboration with <b>180 Degrees Consulting, SVC</b> from 17th February to 10th March 2024. In the examination conducted as part of the course, the following grade has been awarded: |                                                                                     |                                                                                     |
| <b>Course Co-ordinator</b><br>Convenor, 180DC SVC                                                                                                                                                                                                                                                                      |  | <b>Principal</b><br>Sri Venkateswara College                                        |
| <b>COURSE LEVEL:</b> INTERMEDIATE <b>GRADE CONVERSION TO MARKS:</b> A= ABOVE 90%, B= 71% - 90%, C= 50% - 70%, P= PASS                                                                                                                                                                                                  |                                                                                     |                                                                                     |

## Assessment

The **Course Assessment Grade** is calculated through an aggregate of **Regular Assessment Quiz Scores** (which will hold a weightage of **30%** of the total score) and a **Final Report Submission Score** (which will hold a weightage of **70%** of the total score).

### Guidelines regarding Regular Assessment:

- A total of 3 Regular Assessment Quizzes were conducted on the 'Quizizz' Platform. The quiz link and code for the same were shared with the participants via email.
- The participants could take the 20-minute quiz anytime within a 2-day allocated duration.
- Details of Regular Assessment Quiz-1
  - Subject Topic: Power Query Editor (Sessions 2 & 3)
  - Duration: 28th February 2024 - 29th February 2024
- Details of Regular Assessment Quiz-2
  - Subject Topic: Data Modelling & DAX Part-1 (Session 4 & 5)
  - Duration: 6th March 2024 - 7th March 2024
- Details of Regular Assessment Quiz-3
  - Subject Topic: DAX Part-2 & Data Visualization (Sessions 6 & 7)
  - Duration: 13th March 2024 - 14th March 2024

### Guidelines regarding the Final Assessment:

- It was conducted through the assessment of a PowerBI report which was to be submitted by the students.
- The report was to be submitted in a .pbix format, be at least 2 pages long, and employ the use of custom visuals.
- The report was assessed based on its usefulness to the customer, use of DAX functions, Time Intelligence, the way data has been cleaned, modeled etc.
- A duration of 5 days was provided for creating the final report
- Report Submission Duration: 10th March 2024 - 15th March 2024

| S.No. | Name       | Registration ID | Aggregate Regular Assessment Score [Out of 90] | Final Assessment Score [Out of 80] | Final Assessment Grade |
|-------|------------|-----------------|------------------------------------------------|------------------------------------|------------------------|
| 1.    | Abhi Saini | PBI202401       | 37                                             | ABSENT                             | P                      |



|     |                              |           |        |        |        |
|-----|------------------------------|-----------|--------|--------|--------|
| 2.  | <b>Abhinav Mallick</b>       | PBI202402 | 53     | 70     | B      |
| 3.  | <b>Aditya Chaudhary</b>      | PBI202403 | 85     | 70     | B      |
| 4.  | <b>Ananya Singh</b>          | PBI202404 | 90     | 73     | A      |
| 5.  | <b>Bhavani Sindhu</b>        | PBI202405 | 39     | ABSENT | P      |
| 6.  | <b>Bhavya Pant</b>           | PBI202406 | 90     | 68     | B      |
| 7.  | <b>CHETNA MEHTA</b>          | PBI202407 | ABSENT | ABSENT | ABSENT |
| 8.  | <b>Himanshu Sharma</b>       | PBI202408 | 90     | 70     | A      |
| 9.  | <b>Indrajeet Kashyap</b>     | PBI202409 | 87     | 62     | B      |
| 10. | <b>Ishika</b>                | PBI202410 | 51     | 66     | B      |
| 11. | <b>Jayveer Sehgal</b>        | PBI202411 | 40     | ABSENT | P      |
| 12. | <b>Kanishka Khipple</b>      | PBI202412 | 85     | 51     | B      |
| 13. | <b>Kannishk Yadav</b>        | PBI202413 | ABSENT | ABSENT | ABSENT |
| 14. | <b>Khushi</b>                | PBI202414 | 44     | 45     | C      |
| 15. | <b>Khushi Gulati</b>         | PBI202415 | 74     | 52     | B      |
| 16. | <b>KHUSHI JINDAL</b>         | PBI202416 | 90     | 75     | A      |
| 17. | <b>Lavika Sarmal</b>         | PBI202417 | 55     | 60     | B      |
| 18. | <b>Mannat Kataria</b>        | PBI202418 | 88     | 70     | A      |
| 19. | <b>Mansi Agarwal</b>         | PBI202419 | 82     | 67     | B      |
| 20. | <b>Michellepreet Kaur</b>    | PBI202420 | 60     | 55     | C      |
| 21. | <b>MOHD FAISAL</b>           | PBI202421 | ABSENT | ABSENT | ABSENT |
| 22. | <b>Neha Ghosh</b>            | PBI202422 | ABSENT | ABSENT | ABSENT |
| 23. | <b>Nirbhaykar Tiwari</b>     | PBI202423 | 40     | 44     | C      |
| 24. | <b>Nishant Goushal</b>       | PBI202424 | 88     | 40     | C      |
| 25. | <b>Reyaan Shah</b>           | PBI202425 | ABSENT | ABSENT | ABSENT |
| 26. | <b>Rimjhim Agarwal</b>       | PBI202426 | 25     | 65     | C      |
| 27. | <b>Rohit Saw</b>             | PBI202427 | 88     | 45     | C      |
| 28. | <b>Saloni Shukla</b>         | PBI202428 | 56     | 35     | C      |
| 29. | <b>Sandeep Singh Chauhan</b> | PBI202429 | 58     | 40     | C      |

|     |                         |           |        |        |        |
|-----|-------------------------|-----------|--------|--------|--------|
| 30. | <b>Sanskriti Bisht</b>  | PBI202430 | 74     | 55     | B      |
| 31. | <b>Seharpreet Bedi</b>  | PBI202431 | 62     | 40     | C      |
| 32. | <b>Shirin Dutt</b>      | PBI202432 | 49     | ABSENT | P      |
| 33. | <b>Shivam Gupta</b>     | PBI202433 | 66     | 40     | C      |
| 34. | <b>Shivangi</b>         | PBI202434 | 59     | ABSENT | P      |
| 35. | <b>Shubham das</b>      | PBI202435 | 79     | 80     | A      |
| 36. | <b>Shubhangi Arora</b>  | PBI202436 | 74     | 55     | B      |
| 37. | <b>Tanirikaa Gandhi</b> | PBI202437 | 48     | 55     | C      |
| 38. | <b>Utkarsh Khanna</b>   | PBI202438 | 57     | ABSENT | P      |
| 39. | <b>Vansh Kukreja</b>    | PBI202439 | 37     | ABSENT | P      |
| 40. | <b>Vikram Kumar</b>     | PBI202440 | 87     | 40     | C      |
| 41. | <b>Yashika Arora</b>    | PBI202441 | 22     | ABSENT | P      |
| 42. | <b>Yug Bajaj</b>        | PBI202442 | ABSENT | ABSENT | ABSENT |

## Feedback



### Power BI Mastery Bootcamp: Feedback Form

Thank you for taking part in the Power BI Mastery Bootcamp add-on course initiative by Sri Venkateswara College in association with 180 Degrees Consulting.

Please share with us your feedback so we can improve or have more events like this!

**Name\***

Enter the name that you would like to be displayed on the Final Certificate.

**Registration ID\***

**How would you rate the overall management of the entire PowerBI Mastery Bootcamp? \***

☐ ☐ ☐ ☐ ☐

**How valuable did you find the content and curriculum covered in the Power BI Mastery Bootcamp? \***

☐ ☐ ☐ ☐ ☐

**How effective were the practical demonstrations conducted by the trainer in illustrating Power BI concepts and techniques? \***

☐ ☐ ☐ ☐ ☐

**How satisfied were you with the scheduling and timing of the classes for the Power BI Mastery Bootcamp? \***

☐ ☐ ☐ ☐ ☐

**How helpful were the resources shared with you for practicing PowerBI? \***

☐ ☐ ☐ ☐ ☐

**The duration of the course was\* \***

**Would you like to share any additional feedback about the add on course? \***

This may include anything related to the Course Syllabi or something specific about the trainer.

**Would you be willing to give us a video testimonial for the PowerBI Mastery Bootcamp? \***

A representative of our branch may contact you to get your testimonial.

### Feedback Form Analysis (Ratings out of 5)

Organizing team: 4.4

Content and Curriculum: 4.3

Practical Demonstrations: 4.1

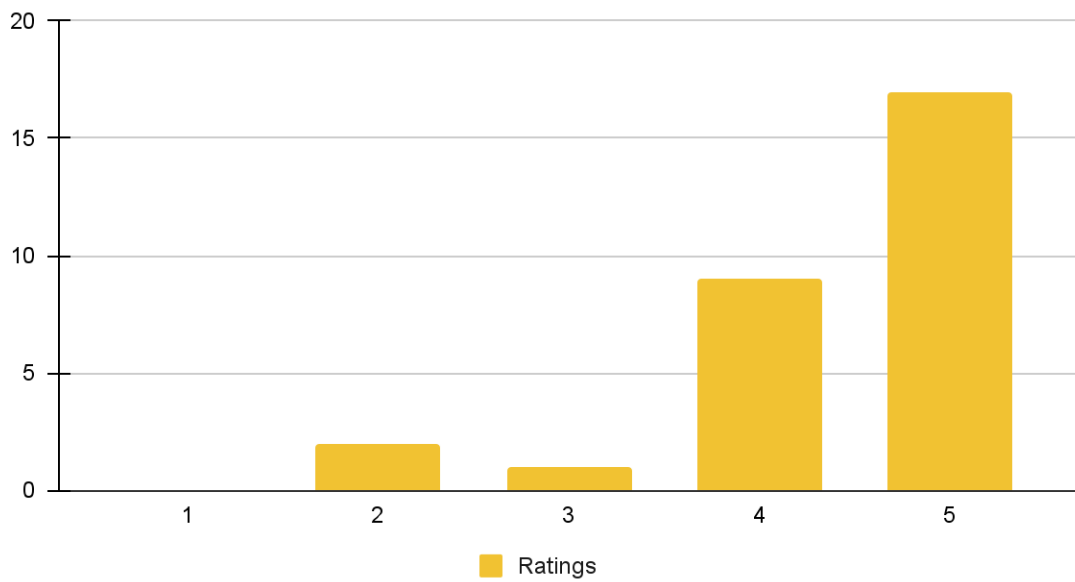
Timings and Scheduling: 4.5

Resources Provided: 4.3

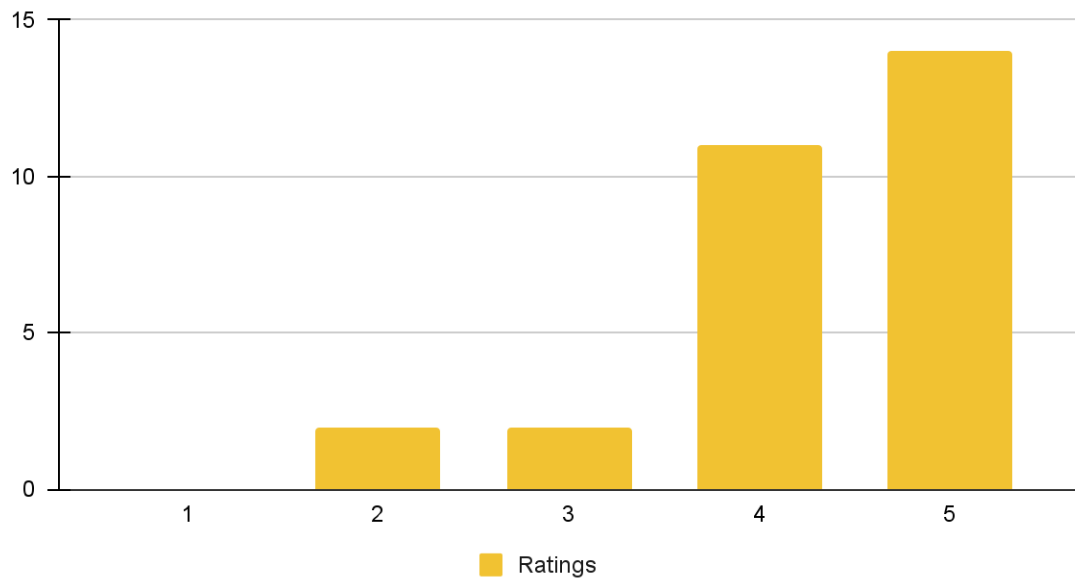
Course Duration: Sufficient

**Overall Course Rating: 4.32 out of 5**

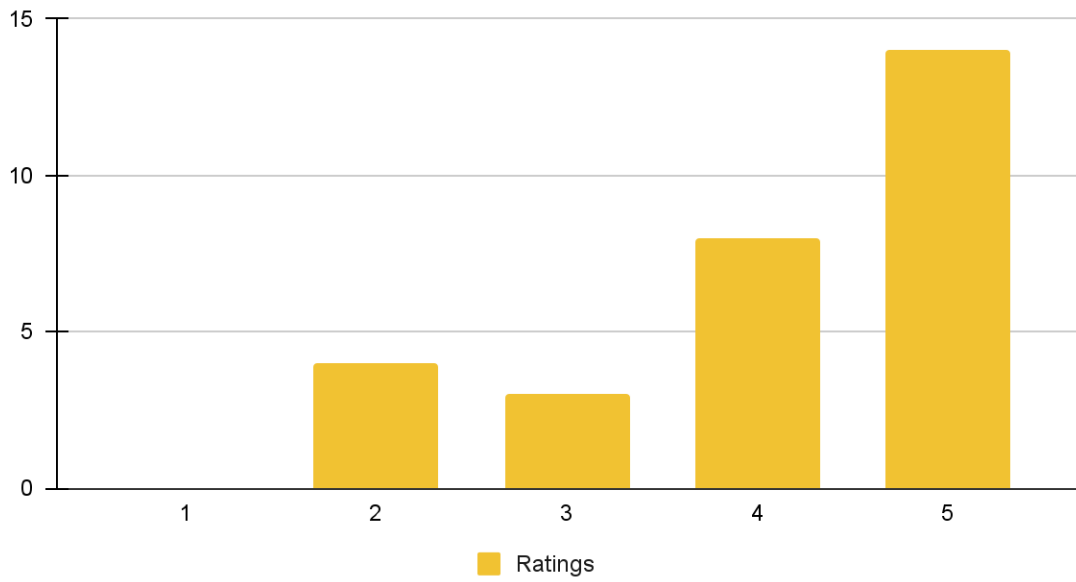
### Overall Management of Power BI Mastery Bootcamp



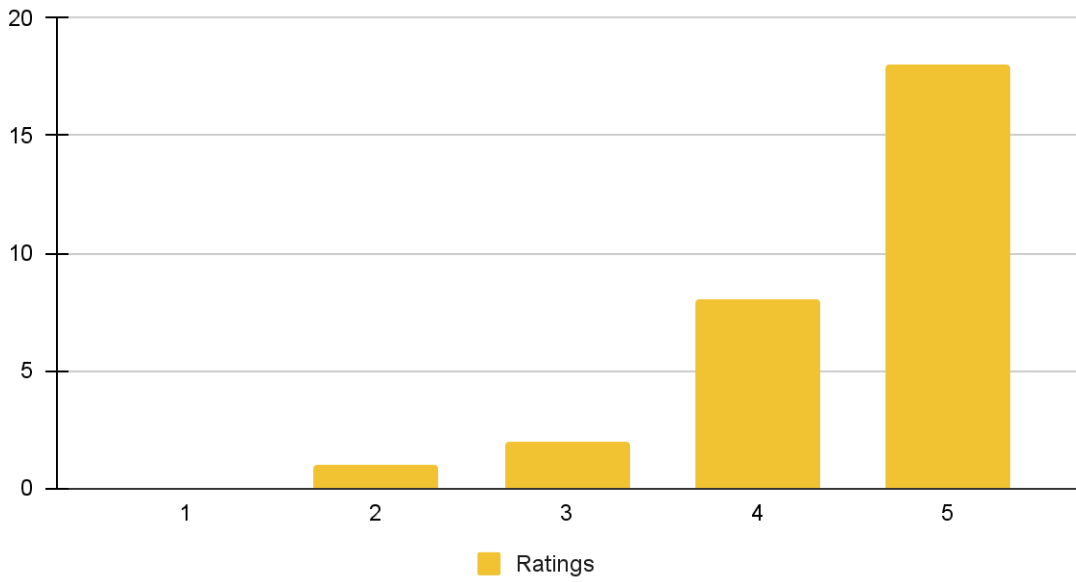
### Content & Curriculum



### Practical Demonstrations

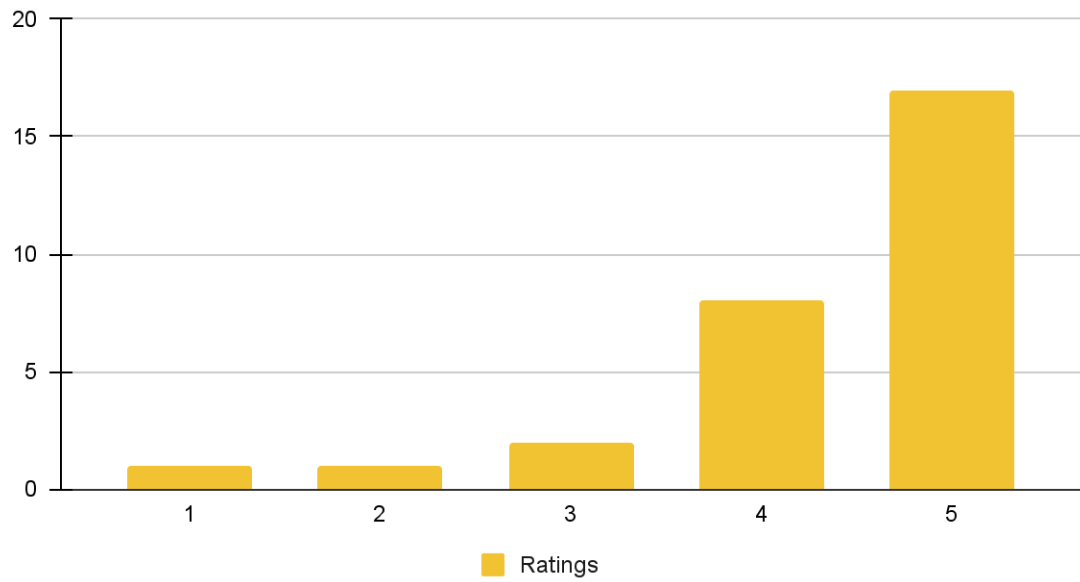


### Timings & Schedule





## Resources



## Course Duration



# Budget Sheet

180DC SVC | Power BI Mastery Bootcamp: Budget Sheet

Cost Documentation

| COST DOCUMENTATION SHEET                                       |         |             |
|----------------------------------------------------------------|---------|-------------|
| Particulars                                                    | Amount  |             |
| Add: AMOUNT COLLECTED FROM THE PARTICIPANTS                    | ₹30,858 |             |
| Less: REGISTRATION FEES - MR. MOHIT                            |         | ₹4,200      |
| Less: PROCESSING FEES - MR. ASHISH KUMAR                       |         | ₹4,200      |
| Less: COURSE INSTRUCTOR FEES ACCOUNT                           |         | ₹11,200     |
| Less: ORGANIZING TEAM FEES (ORGANISING AND ASSESSMENT) ACCOUNT |         | ₹6,400      |
| Less: CONVENOR FEES ACCOUNT                                    |         | ₹3,000      |
| Less: CERTIFICATE EXPENSES ACCOUNT                             |         | ₹1,416      |
| Less: POSTER EXPENSES ACCOUNT                                  |         | ₹177        |
| <b>SURPLUS</b>                                                 |         | <b>₹265</b> |

| Breakdown                             | Number | Unit cost | Amount | Aggregate     |
|---------------------------------------|--------|-----------|--------|---------------|
| <b>PRE-COURSE DURATION</b>            |        |           |        | <b>₹177</b>   |
| Posters                               | 6      | ₹29.5     | ₹177   |               |
| <b>WEEK-1</b>                         |        |           |        | <b>₹4,400</b> |
| Assessment Coordinator Fees: Test-1   | 1      | ₹400      | ₹400   | ₹400          |
| <b>DAY-1</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>DAY-2</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>WEEK-2</b>                         |        |           |        | <b>₹4,400</b> |
| Assessment Coordinator Fees: Test-2   | 1      | ₹400      | ₹400   | ₹400          |
| <b>DAY-3</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>DAY-4</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>WEEK-3</b>                         |        |           |        | <b>₹4,400</b> |
| Assessment Coordinator Fees: Test-3   | 1      | ₹400      | ₹400   | ₹400          |
| <b>DAY-5</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>DAY-6</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>WEEK-4</b>                         |        |           |        | <b>₹4,400</b> |
| Assessment Coordinator Fees: Test-4   | 1      | ₹400      | ₹400   | ₹400          |
| <b>DAY-7</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>DAY-8</b>                          |        |           |        | <b>₹2,000</b> |
| Course Instructor Fees (Hourly basis) | 2      | ₹700      | ₹1,400 |               |
| Organizing Team Fees (Hourly basis)   | 2      | ₹300      | ₹600   |               |
| <b>POST-COURSE DURATION</b>           |        |           |        | <b>₹1,416</b> |
| Certificates                          | 60     | ₹23.6     | ₹1,416 |               |
| Convenor Fee                          |        |           |        |               |

## STATEMENT OF ESTIMATED BUDGET

**Society Name:** 180 Degrees Consulting, Sri Venkateswara College

**Event Name:** Add On Course - Power BI Mastery BootCamp

**Duration:** 18th February 2024 - 10th March 2024 (Additional 1 week for final assessment.)

### Important Note:

Financial Assistance from College: None

**Costs met through course fees collected from course participants, i.e,**

**1. Early bird registration** (till 12th February 2024): INR (499 + 200) = INR 699

**2. Registration fee after 12th February 2024:** INR (799 + 200) = INR 999

### Estimated Budget

| Sl. No. | Items                          | Notes                                                       | Amount (Rs.) |
|---------|--------------------------------|-------------------------------------------------------------|--------------|
| 1.      | Course Instructors Fees        | Rs. 700 per hour x 16 Hours                                 | 11200        |
| 2.      | Organizing Committee Fees      | Rs. 300 per hour x 16 Hours                                 | 4800         |
| 3.      | Assessment Coordinators Fees   | Rs. 400 per test x 4 Tests                                  | 1600         |
| 4.      | Certificates to be issued      | Rs. 20 per Certificate x approx 65 nos.                     | 1300         |
| 5.      | Registration Fees (Processing) | Rs. 200 per registration x approx 40   Collected by college | 8000         |
| 6.      | Printed Posters                | Rs 29.5 per poster x 6 nos.                                 | 177          |
| -       | -                              | <b>Total</b>                                                | 27077        |

### STATEMENT OF INCOME AND EXPENDITURE (ACTUAL)

**Society Name:** 180 Degrees Consulting, Sri Venkateswara College

**Event Name:** Add On Course - Power BI Mastery BootCamp

**Duration:** 18th February 2024 - 10th March 2024 (Additional 1 week for final assessment.)

| Income: Application Fees Collected |                                                     |                                                                                 |              |
|------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------|--------------|
| Sl. No.                            | Particulars                                         | Notes                                                                           | Amount (Rs.) |
| 1.                                 | Early Bird Registrations                            | Rs. 699 per applicant x 37 Applicants                                           | 25863        |
| 2.                                 | Other Registrations                                 | Rs. 999 per applicant x 5 Applicants                                            | 4995         |
| -                                  | -                                                   | <b>Total</b>                                                                    | 30858        |
| Expenditure: Cost Items            |                                                     |                                                                                 |              |
| Sl. No.                            | Particulars                                         | Notes                                                                           | Amount (Rs.) |
| 1.                                 | Course Instructors Fees                             | Rs. 700 per hour x 16 Hours                                                     | 11200        |
| 2.                                 | Organizing Committee (Organizing + Assessment) Fees | Rs. 300 per hour x 16 Hours = Rs. 4800<br>Rs. 400 per test x 4 Tests = Rs. 1600 | 6400         |
| 3.                                 | Certificates to be issued                           | Rs. 23.6 per Certificate (incl. GST) x 60 nos.                                  | 1416         |
| 4.                                 | Registration Fees (Processing)                      | Rs. 200 per registration x approx 42   Collected by college                     | 8400         |
| 5.                                 | Printed Posters                                     | Rs 29.5 per poster x 6 nos.                                                     | 177          |
| 6.                                 | Honorarium to the convenor                          | Rs. 3000                                                                        | 3000         |
| -                                  | -                                                   | <b>Total</b>                                                                    | 30593        |

*Dipika*  
*22/03/2024*



# Sri Venkateswara College

(University of Delhi)  
Dhuala Kuan, New Delhi - 110021

Vr. No.....Dt.....

No. of Encl.....C.B. Page No.....

## ACCOUNT SUBMITTING FORM

Cashier S.O. A/cs Bursar Principal

Department / Society.....182 Degrees Consulting, Statistics Department, S.V.C.

Date of Submission.....22/03/2024.....Final Disposal.....

Date of Re-submission after complying with the objections.....

Head of Charge : Maintenance Grant/Student Societies/Special Grant/T.T.D. Account

Amount of Advance (if any) Rs..... in favour of.....

on account of expenditure incurred in connection with the.....

.....as per Cash Memos detailed below :

| S.No. | Bill No. & Date               | Particulars of Expenditure & Name of the Firm                         | Amount |    | Stock Book Page No. | Remarks |
|-------|-------------------------------|-----------------------------------------------------------------------|--------|----|---------------------|---------|
|       |                               |                                                                       | Rs.    | P. |                     |         |
| 1.)   |                               | Course Instructor fees<br>(Marchetty Pavan Sai)                       | 11200  |    |                     |         |
| 2.)   |                               | Organizing Team fees<br>(Organization + Assessment)<br>(Aman Dhingra) | 6400   |    |                     |         |
| 3.)   | 26-03-2024<br>(BP/23-24/0591) | Certificates Expense<br>(Aman Dhingra)                                | 1416   |    |                     |         |
| 4.)   | 09/02/2024<br>(BP/23-24/0394) | Printed Posters Expense<br>(Aman Dhingra)                             | 177    |    |                     |         |
| 5.)   |                               | Honorarium to the<br>Convener (Dr. Dipika)                            | 3000   |    |                     |         |
| 6.)   |                               | Mohit (Processing fees)                                               | 4200   |    |                     |         |
| 7.)   |                               | Ashish Kumar (Processing fees)                                        | 4200   |    |                     |         |

- Budget allotment Rs.....
- Amount of previous bills.....
- Amount of this bill.....
- Total bills upto date.....
- Balance of the Budget allotment.....
- Present bill amount.....₹ 30,593
- Less advance paid (if any).....
- Net amount payable.....  
or recoverable.....

D. P. Ka  
Signature of the Staff

Recommended for sanction of Rs.....only.

(Repees.....)

Approved.

Dated :..... S.O. (A/cs) A.O. Bursar Principal

Received an amount of Rs.....by Cash/Cheque No.....

dated.....

Recipient's Signature with date



## Event Completion Certificate



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

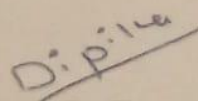
**Sri Venkateswara College**

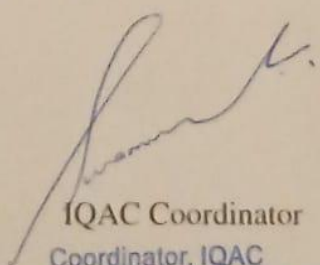
(University of Delhi)

NAAC Grade A+

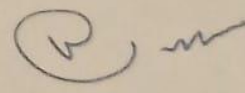
### CERTIFICATE

This is to certify that the **Add-on Course: Power BI Mastery Bootcamp** was successfully conducted from **10<sup>th</sup> February 2024** to **11<sup>th</sup> March 2024** by **180 Degrees Consulting SVC** in the Online mode and its event report has been submitted to IQAC for records.

  
Event In-Charge

  
IQAC Coordinator

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

  
Principal

PRINCIPAL (Acting)  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE  
(UNIVERSITY OF DELHI)**

**EVENT REPORT**

|                                                                                            |                                                  |                                          |                                                                                            |
|--------------------------------------------------------------------------------------------|--------------------------------------------------|------------------------------------------|--------------------------------------------------------------------------------------------|
| <b>NAME OF THE EVENT: Add on course on: Herpetology: A model for Wildlife Conservation</b> |                                                  |                                          |                                                                                            |
| <b>DATE: February-May 2024</b>                                                             | <b>DEPARTMENT<br/>Environmental<br/>Sciences</b> | <b>COMMITTEE/SOCIETY</b>                 | <b>COORDINATORS' NAME<br/>Dr. Robin Suyesh</b>                                             |
| <b>TIME</b>                                                                                | <b>VENUE<br/>Hybrid</b>                          | <b>NUMBER OF<br/>PARTICIPANTS<br/>26</b> | <b>NATURE: Outdoor/Indoor;<br/>online/offline/hybrid<br/><br/>Hybrid with outdoor trip</b> |
| <b>FINANCIAL<br/>SUPPORT/ASSISTANCE<br/>(if any):</b>                                      |                                                  |                                          |                                                                                            |

**BRIEF INFORMATION ABOUT THE ACTIVITY**

|                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TOPIC/SUBJECT OF<br/>THE ACTIVITY</b>                               | <b>Herpetology: A model for Wildlife Conservation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>OBJECTIVES</b>                                                      | <ol style="list-style-type: none"><li>1. Introduction to the multi-faceted world of wildlife conservation and how it functions.</li><li>2. The philosophy and theory of conservation, training in data collection and analysis.</li><li>3. Research writing and designing.</li><li>4. Concept of community and its interaction with the wildlife with focus on wildlife trade, human-wildlife interactions, poaching, etc.</li><li>5. The effect of climate change on wildlife and how it influences its conservation actions.</li></ol>                                                                                                                                            |
| <b>METHODOLOGY</b>                                                     | Lectures (offline and online) and Field Trip                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>INVITED SPEAKERS<br/>WITH AFFILIATION<br/>DETAILS<br/>( IF ANY)</b> | <ol style="list-style-type: none"><li>1. Mr. Akash Deep Badhawan (I.F.S.), Divisional Forest Officer, Barabanki, Uttar Pradesh Forest Department</li><li>2. Dr. Surya P Sharma. Project Scientist, Namami Gange Program, Wildlife Institute of India, Dehradun</li><li>3. Dawn Cook</li><li>4. Dr. Ashish Thomas, Assistant Professor, SGND Khalsa College, University of Delhi</li><li>5. Brinky Desai, Ph.D. student Biological and Life-Sciences, Ahmedabad University, Gujarat</li><li>6. Naitik Patel, Wildlife Institute of India, Dehradun</li><li>7. Swastik P Padhy, University of Minnesota, USA</li><li>8. Vivek Ranjan, Wildlife Institute of India, Dehradun</li></ol> |

|                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | 9. Dr. Sandeep Das<br>10. Mr. Nithin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>OUTCOMES</b> | <p>The participants learnt five key modules during the course:</p> <ol style="list-style-type: none"> <li><b>1. Introduction to Wildlife Conservation</b></li> <li><b>2. Methods to collect wildlife data</b></li> <li><b>3. Human and wildlife</b></li> <li><b>4. Research writing</b></li> <li><b>5. Climate change and wildlife</b></li> </ol> <p>Under these modules, the we covered the following topics pertaining to wildlife conservation</p> <ol style="list-style-type: none"> <li>Protected areas and their management, stakeholder participation and challenges in Protected area management</li> <li>Wildlife survey methods including GIS, molecular studies, Photography and Bioacoustics</li> <li>Human wildlife interactions: impact and challenges for management, compensation, illegal trade including poaching</li> <li>Community as a key stakeholder for conservation, their traditional knowledge and value systems</li> <li>Type of stakeholders</li> <li>Research writing, project designing and fund raising</li> <li>Climate change and its impact on biodiversity conservation</li> </ol> |

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

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

|                                     |                           |
|-------------------------------------|---------------------------|
| IQAC Document No:                   | Criterion No:             |
| Departmental file no: EVS/2023-2024 | IQAC file No: SVC/2023-24 |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
| Dr. Robin Suyesh            | Dr. Robin Suyesh                             |                                     |

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

#### 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          |               |                                       |

#### Benefits for Students:

Biodiversity conservation has become an imminent issue for tackling climate change, practise sustainability and keep the natural world intact for future generations. Theoretical knowledge based on offline lectures do provide an overview of how conservation works, however, the ground realities are very different. By participating in this course and interacting with experts from different fields of conservation and research, participants became aware of the ground realities, challenges and possible solutions to tackle the issues of present day biodiversity losses. They will be able to make an informed decision on their further career as well as personal life styles, to support the global action for conservation. We introduced them to the different methods and techniques being used globally to study nature, analysing and interpreting the data and its reporting. These learnings are not restricted only to the field of wildlife conservation, but all other sectors of professions globally. The students will be able to identify their key stakeholders, designs projects and review their own findings for conflict resolution and better management.

#### Field Trip to

1. Reserve Forest area, Nainital Forest Division, Uttarakhand
2. Aravali Biodiversity Park, Delhi

#### Faculty Members

1. Dr. Robin Suyesh
2. Dr. Gaurav Vashistha
3. Dr. Pankaj Kumar

#### List of Students:

**Field Images attached below:**

List of participants:

| Full Name                | Course                           | Roll No | Institution                                    |
|--------------------------|----------------------------------|---------|------------------------------------------------|
| Drishtant Sen            | B.Sc. Hons Zoology               | 21/7076 | Deshbandhu College                             |
| Anubha Rawat             | B.Sc.(Hons.) Zoology             | 2022001 | Sri Venkateshwara college                      |
| Nitin Shraban            | Biological Sciences              | 1322035 | Sri Venkateshwara college                      |
| Anjna Devi               | B.Sc. (H) Home Science           | 23HH216 | Lady Irwin College, DU                         |
| Harpreet Singh Sethi     | Economics Hons.                  | 213015  | Sri Guru Gobind Singh College of Commerce      |
| shambhavi                | B.Sc. life sciences              | 1122148 | Sri Venkateswara College                       |
| Amitesh singh yadav      | B.Sc. Life sciences              | 1121015 | Sri Venkateswara college                       |
| Venkatesh Chakraborty    | B.Sc. life sciences              | 1122106 | Sri Venkateswara college                       |
| Rishika Singh            | B.Sc. Life Sciences              | 1122035 | Sri Venkateshwara College, University of Delhi |
| Sushanth B H             | Biological sciences              | 1322063 | Sri Venkateswara College                       |
| Akmal Khan               | B.Sc. Life science               | 1123181 | Sri Venkateshwara College                      |
| Anisha Rawat             | B.Sc. Life science               | 1121101 | Sri Venkateswara college                       |
| Akshali Gupta            | B.Sc. mathematics (Hons)         | 1722902 | Sri Venkateswara college                       |
| Anany Viraj Chaudhary    | B.Com (P)                        | 0921163 | Sri Venkateswara College                       |
| Himani Pawar             | B.Sc. (P) Life sciences          | 1121040 | Sri Venkateswara College                       |
| Samaira Wadhwa           | B.Sc. (P) Life Sciences          | 1123015 | Sri Venkateswara College, Delhi University     |
| Deendayal Tiwari         | B.A(H) Hindi                     | 0322051 | Sri Venkateshwara college                      |
| jenavaishnavi5@gmail.com | B.Sc. (H) Zoology                | 2023049 | Sri Venkateshwara college (DU)                 |
| Aditi Rathore            | BSc. Zoology (hons.)             | 2023046 | Sri Venkateswara College                       |
| Adarsh Anand             | B.Sc. life science               | 1122028 | Sri Venkateswara College(DU)                   |
| Unnati Goel              | B.Sc. (Hons) Zoology             | 2023039 | Sri Venkateswara College                       |
| Ayush Yadav              | B.Sc. (Hons) Biological Sciences | 1322049 | Sri Venkateshwara College                      |
| Trupaank Gautam          | B.Sc. Zoology                    | 2315197 | KJ SOMAIYA COLLEGE OF SCIENCE AND COMMERCE     |
| Smriti Sharma            | B.Sc. Life Sciences              | 1121037 | Sri Venkateshwara College                      |
| Deepti Arya              | B.Sc.(P) Life sciences           | 1123051 | Sri Venkateshwara College, DU                  |
| Deepanshu Maan           | BA hons Hindi                    | 0322031 | Sri Venkateshwara college                      |

The inaugural session for the add-on course "Herpetology: a model for wildlife conservation" was held on 20th February 2024 in offline mode. It was conducted by Dr. Gaurav Vashistha.

Topics covered by Faculty and experts

1. Mr. Akash Deep Badhawan (I.F.S.), Divisional Forest Officer, Barabanki, Uttar Pradesh Forest Department  
**Management of Protected areas (PAs), challenges and community engagement**
2. Dr. Surya P Sharma. Project Scientist, Namami Gange Program, Wildlife Institute of India, Dehradun  
**Genetics as Data Tool**



3. Dr. Dawn Cook, USA  
**Spatial Ecology of Monocled Cobra and the techniques used**
4. Dr. Ashish Thomas, Assistant Professor, SGND Khalsa College, University of Delhi  
**Conservation story of a flagship amphibian from the Western Ghats of India**
5. Brinky Desai, Ph.D. student Biological and Life-Sciences, Ahmedabad University, Gujarat  
**Understanding ecological adaptation through multidisciplinary lenses in muggers**
6. Naitik Patel, Wildlife Institute of India, Dehradun  
**Navigating the Ecological Data: A Beginners guide to Data Analysis and Visualization in Ecology**
7. Swastik P Padhy, University of Minnesota, USA  
**Beyond the Scales: Exploring Herpetology, from Study techniques to Career Pathways**
8. Vivek Ranjan, Wildlife Institute of India, Dehradun  
**GIS in research**
9. Dr. Sandeep Das  
**Photography in Herpetology**
10. Mr. Nithin  
**Wildlife Grants: Powering up your Conservation Efforts**
11. Dr. Gaurav Vashistha  
**Herps: global diversity and distribution, life history and importance for research, threats**  
**Introduction to concept of data and survey for Herpetofauna**  
**Herps and Humans**  
**Designing a Field Project, Fundraising and management of field project**  
**Project design and management**
12. Dr. Robin Suyesh  
**Case Study from a Conservation Project**  
**Bioacoustics**  
**Practical assignment: Research paper writing**

Concluding session was conducted by Dr. Robin Suyesh and Dr. Gaurav Vashistha on 10<sup>th</sup> May 2024.

Ref No: SVC/Acs/2024/P/6332

6<sup>th</sup> February, 2024

**Corrigendum regarding Add-on Course**  
**(Herpetology: A model for Wildlife Conservation)**

In a partial modification vide college notice issued vide Ref No: SVC/Acs/2024/P/6282 dated 1<sup>st</sup> February, 2024 offering an add-on course on "Introduction to Wildlife Conservation-1" with effect from the academic year 2023-2024, this is for information of all concerned that the same has been renamed as "**Herpetology: A model for Wildlife Conservation**" with immediate effect. All concerned are requested to note the same accordingly.

However, other particulars of the same notice shall remain unchanged.



Dr. Robin Suyesh  
Coordinator



Prof K. Chandramani Singh  
Acting Principal

प्राचार्य  
**Principal**  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
प्लॉट कुडी, नई दिल्ली / Dhola Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Bursar, Teacher (s) -in-Charge/Coordinators of the respective departments, Section Officers (Accounts & Administration), Dealing Assistants/Hands (Administration), All Concerned, College Website; and File

Ref No: SVC/Acs/2024/P/6282

1<sup>st</sup> February, 2024

**Add on course on**  
**Introduction to Wildlife Conservation-1**

The college has decided to offer an add-on course on "Introduction to Wildlife Conservation-1" with effect from the academic year 2023-24. Students of Sri Venkateswara College pursuing degree programs in any subject may apply. Selection will be done on the basis of keen interest in the field of conservation. Certificates shall be awarded by the Sri Venkateswara College based on the evaluation during the course upon successful completion of the same.

Number of seats: 40 (minimum)

Duration of the course: 10<sup>th</sup> February 2024 to 10<sup>th</sup> May 2024. Classes will be offline and online, and will be held on the weekdays.

Fee structure: INR 4000

**Highlights of the Add on course:**

1. The students will be introduced to the multi-faceted world of wildlife conservation and how it functions.
2. The course will provide knowledge on the philosophy and theory of conservation, train them in data collection and analysis.
3. The students will gain in depth knowledge on research writing and designing.
4. Concept of community and its interaction with the wildlife will be introduced along with focus on wildlife trade, human-wildlife interactions, poaching, etc.
5. Finally, we will discuss the effect of climate change on wildlife and how it influences its conservation actions.

The eligible candidates may submit the online pre-admission form along with a requisite course application fee of INR 200 (Rupees two hundred only). The form and payment details are available online at the college website, [www.svc.ac.in](http://www.svc.ac.in). The candidates pursuing the above mentioned add on course and any other course/s from the university of Delhi/ any other institution simultaneously may note that the college does not take any responsibility for adjustment of dates for classes and examinations.

Mode of payment for the application fee: The fee of INR 200 (Rupees two hundred only) may be paid by Credit card/ Debit card/ Net Banking or using UPI payment modes, within the stipulated time period.

Contd. Page....2/....

  
Dr. Robin Suresh  
Coordinator

  
Prof K. Chandramani Singh  
Acting Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
श्रील कुर्मी, नई दिल्ली / Dhauka Kurni, New Delhi-21









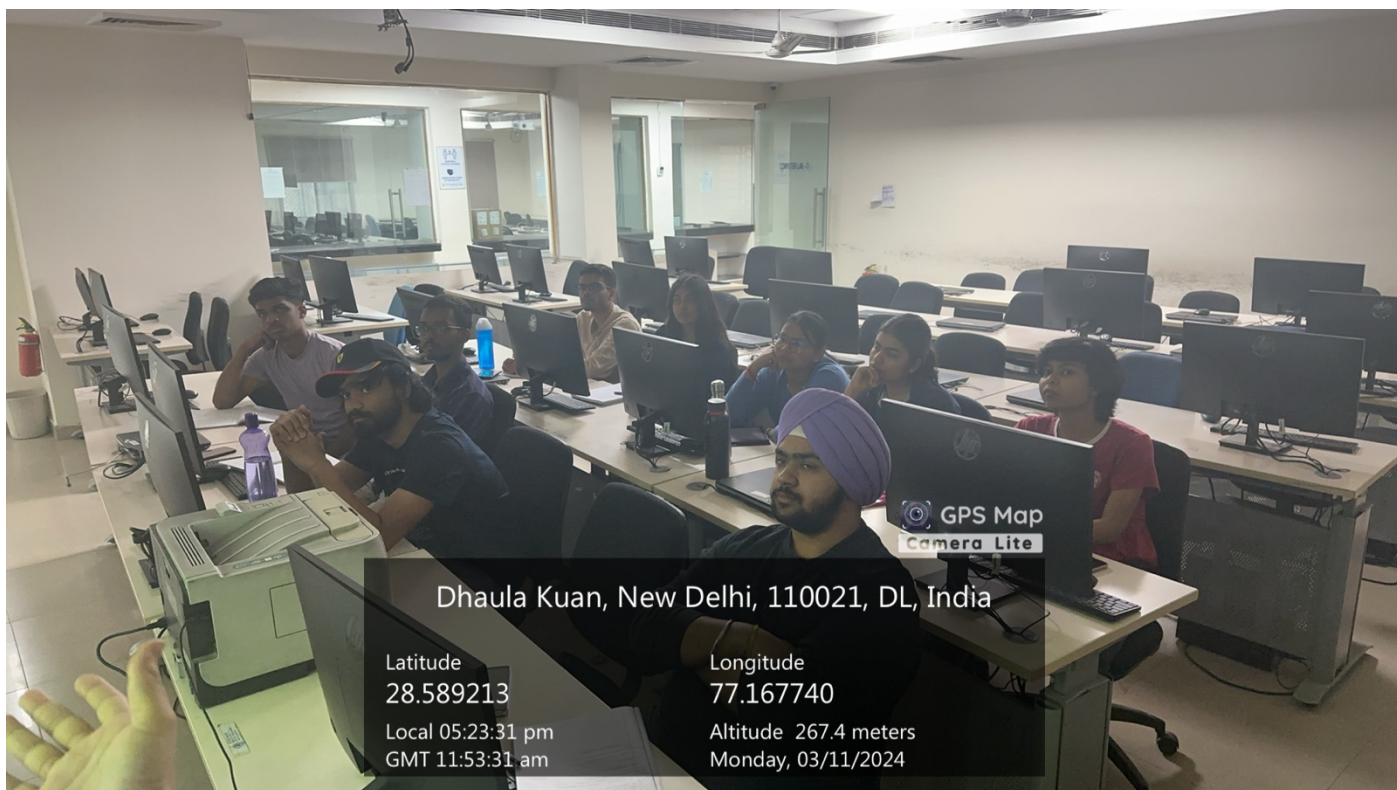








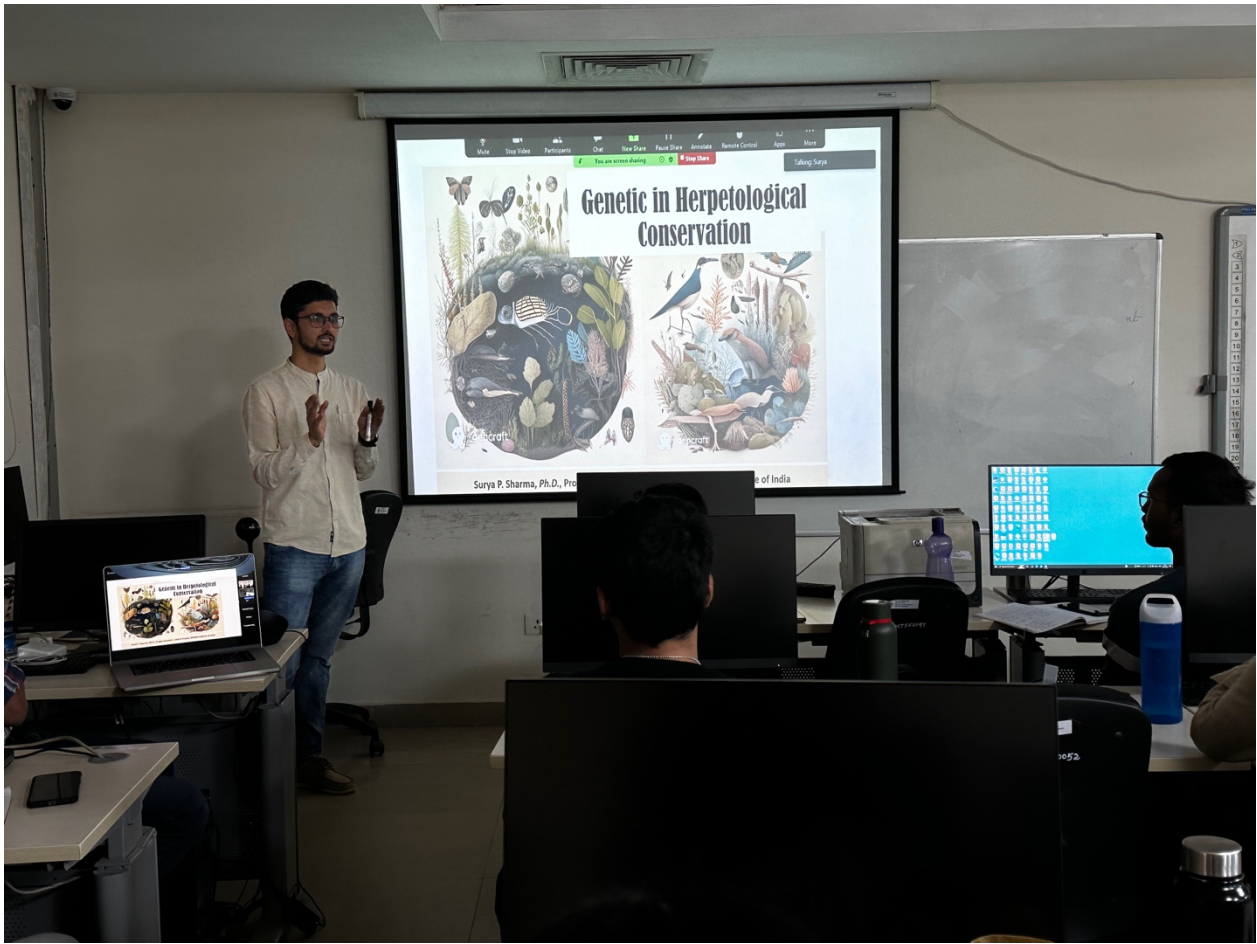
















# Certificate of Completion

is hereby granted to

\_\_\_\_\_

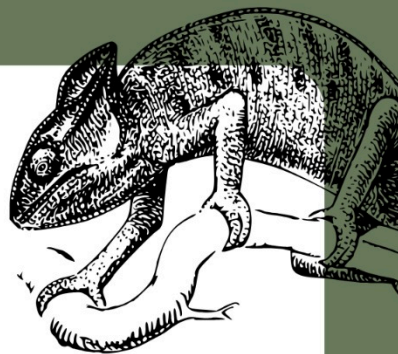
has successfully completed the add-on course "**Herpetology: Wildlife Conservation**" offered by Sri Venkateswara College(DU) with a Grade of

\_\_\_\_\_



\_\_\_\_\_  
Prof. V. Ravi  
Principal

\_\_\_\_\_  
Dr. Robin Suyesh  
Course coordinator



## TEACHER'S ACTIVITY REPORT 2023 - 2024.

**FACULTY:** Maitree    **DEPARTMENT** FLC    **IQAC ACTIVITY No:** SVC/2023-24/FLC-FRD/1

**NAME OF THE ACTIVITY:** French Diploma

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME       |
|----------------------------|------------|------------------------|------------------------|
|                            | Maitree    | Foreign Language       | Dr. Namita Pandey      |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor |
|                            | SVC        | 21                     |                        |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                        |

**BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. - 1):**

| TOPIC/SUBJECT OF THE ACTIVITY | OBJECTIVES                                                                                                        | METHODOLOGY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | OUTCOMES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| La compréhension orale        | To make students understand the original French accents and motivate them to use the language on the daily basis. | Methodology which is carried out is based on Action-oriented approach. The action-oriented approach or the resolutely action-oriented approach of the course book finds its legitimacy in the acquisition process. Thus, each unit offers the learner to acquire elements of language-culture that he can reinvest in guided or free productions and in concrete tasks of daily life. These tasks involve the learner in communication actions that are part of a clear social context and lead to a production and a measurable result. | A student can understand uncomplicated discussions on everyday concepts. He can spot proper names and numbers and can understand the differences between several notions of everyday life. He can understand the essentials of a general interest program in standard language and can understand an informative recording. A student can distinguish proper nouns, notions relating to tense, simple descriptions, verbs, successions of elements and French sounds. He can identify common concepts and can understand most of the part from an interview. He can also spot feelings and opinions. |
| La compréhension des écrits   | To make students understand and analyse the different formats                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Students can understand an advertisement, a job offer and can understand an experience report. Students can understand a press                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|                      |                                                                                                                                                                                   |  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                      | of French writing skills and their use in different aspects                                                                                                                       |  | article and can grasp the contextual meaning of words. They can distinguish and locate concepts and facts. They can also understand the expression of feelings.                                                                                                                                                                                                                                                                                                                                                                     |
| La production écrite | To make students understand and write the different formats and writing skills. To make them use these skills in different aspects.                                               |  | Students can describe and relate a personal experience and express their feelings. They can write a letter expressing their opinion on a program that interests them personally.<br>They can write formal letters for protesting against the superior authority. Previous concepts like messages and post cards are also used to keep memorising. Students give their point of view on different objects and they justify their choice.                                                                                             |
| La Production orale  | To make students speak the French language with the cultural part and provide the information such as daily life, hobbies, dreams, aims, society, development and stereotypes etc |  | Students can describe their favourite things to do when they were a kid. They can present past events. They can interact by expressing their opinion on a daily situation. A student can express a feeling and suggest alternatives. He/she can enumerate the advantages and disadvantages a particular thing in order to convince his/her interlocutor. Student can understand the theme of a document on familiar topics given in the course book and then they can present and explain the main points of a personal reflection. |

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

|                   |                                |                  |           |               |
|-------------------|--------------------------------|------------------|-----------|---------------|
| Notice & Letters✓ | Student list of participation✓ | Activity report✓ | Photos    | Feedback form |
| Feedback analysis | News clip with details         | Certificate      | Any other |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|-----------------------------|----------------------------------------------|-------------------------------------|

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

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          |               |                                       |



| Sr. No. | Exam Roll. No. | Name                | Cat |
|---------|----------------|---------------------|-----|
| 1       | 23079151001    | Mahak               | OBC |
| 2       | 23079151003    | PRASIDHI TYAGI      | GE  |
| 3       | 23079151004    | Rashi goswami       | GE  |
| 4       | 23079151005    | Sakshee             | SC  |
| 5       | 23079151006    | ZUBIYA KAMIL        | GE  |
| 6       | 23079151007    | Chitra              | GE  |
| 7       | 23079151008    | Farhin Mehedi       | GE  |
| 8       | 23079151009    | Garv Kumar          | GE  |
| 9       | 23079151010    | Gautam Singh bisht  | GE  |
| 10      | 23079151011    | Hayat khan          | GE  |
| 11      | 23079151012    | Himanshi            | GE  |
| 12      | 23079151013    | KAVYA               | GE  |
| 13      | 23079151014    | Md Ishtiyak         | OBC |
| 14      | 23079151015    | Ravi prakash Pandey | GE  |
| 15      | 23079151016    | Shaleen Gulati      | GE  |
| 16      | 23079151017    | Sonia               | SC  |
| 17      | 23079151018    | Varsha              | GE  |
| 18      | 23079151019    | BHAVYA SINGH        | GE  |
| 19      | 23079151020    | MD NIRALA BABU      | GE  |
| 20      | 23079151021    | Tanu                | GE  |
| 21      | 23079151022    | Vikant              | GE  |



श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

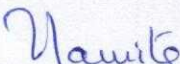
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

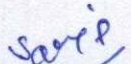
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

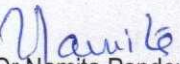
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

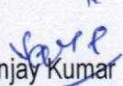
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

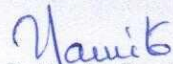
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

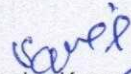
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

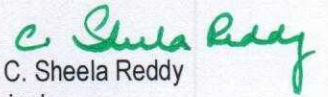
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : **SVC/Admn/2024/**

Date : **28.11.2024**

**Provisional Cum Character Certificate**

University Roll No. : **23079145017**

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
घौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Diploma Course in French Language** was successfully conducted from 13.10.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

*Yamit*  
Event In-Charge

*Vaidhyanath*  
IQAC Coordinator

Coordinator, IQAC  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110029

*[Signature]*  
Principal

प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

**TEACHER'S ACTIVITY REPORT 2023- 2024.**

**FACULTY: Sunil DEPARTMENT FLC IQAC ACTIVITY No: SVC/2023-24/FLC-GED/1**

**NAME OF THE ACTIVITY: Diploma Course in German**

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME       |
|----------------------------|------------|------------------------|------------------------|
|                            | Sunil      | Foreign Language       | Dr. Namita Pandey      |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor |
|                            | SVC        | 27                     |                        |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                        |

**BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. -1):**

| TOPIC/SUBJECT OF THE ACTIVITY | OBJECTIVES                                                                                                                                                                                                                                                                                                                                                                                              | METHODOLOGY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | OUTCOMES                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Hören<br>(Listening)          | <p>The main aim is to understand and react.</p> <ul style="list-style-type: none"> <li>The Students will be able to perceive through attentive listening the intonation of the German language.</li> <li>They will acquire the information and understand the context of different situations.</li> <li>The Students will learn to react to different spoken situations in their daily life.</li> </ul> | <p>The four foundations of all our German language part time courses are listening, reading, speaking and writing. Group discussions, role plays and interactive conversations in the classroom help everyone to improve every aspect of their language learning journey. We at Sri Venkateswara college design our courses in such a way that the individual level, capability and ability of every student to consume this foreign language is systematically dealt with and no student feels left</p> | <p>Passing this exam demonstrates that you can</p> <ul style="list-style-type: none"> <li>Recognise the communicative functions of certain text types</li> <li>Understand complex text types such as interview, reportages, radio features and talk shows</li> <li>Extract the important bits of information from an entire audio clip</li> <li>Understand with and or without previous explanation short literary texts such as poems, tales and short stories</li> </ul> |

|                        |                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                        |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                        |                                                                                                                                                                                                                                                                                                                         | <p>behind. For each lesson we not only try to restrict ourselves to the books but we also try to combine the standard course books with some extra material as per the need of the students.</p> <p>Through regular tests, we always keep monitoring and assessing everyone's performance in the classroom.</p> <p>The most important aspect of language learning which many students hate or fear is grammar. In our courses we always try to employ unconventional ways of teaching grammar. Our student-friendly approach would include fun and interactive methods like playing German songs, games and watching movies.</p> |                                                                                                                                                                                                                                                                                                                        |
| Sprechen<br>(Speaking) | <p>The main goal is to learn to communicate with others.</p> <p>The Students will build up an inner readiness and motivation to speak throughout the course.</p> <p>They will learn to express themselves according to the situation with a clear pronunciation through imitating sounds and intonation of Germans.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <p>The students can</p> <ul style="list-style-type: none"> <li>• Interview and answer questions in an interview</li> <li>• Express themselves spontaneously</li> <li>• Make an oral reproduction of the texts</li> <li>• Narrate stories after reading</li> <li>• Participate in role plays and discussions</li> </ul> |



|                        |                                                                                                                                                                                                                                |  |                                                                                                                                                                                                                                                                                                                                               |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Schreiben<br>(writing) | To make students understand and write the different formats and writing skills. To make them use these skills in different aspects.                                                                                            |  | The students can <ul style="list-style-type: none"> <li>• Make notes on texts they have read or heard</li> <li>• Summarise different text types</li> <li>• Write personal, formal letters and as well as their own curriculum vitae</li> <li>• Describe a diagram</li> </ul>                                                                  |
| Lesen (Reading)        | The students will learn how to read through increase in vocabulary. Apart from that they will acquire the technique of reading with sense and to understand stories, news paper articles, peoples opinion on different themes. |  | The students can <ul style="list-style-type: none"> <li>• Identify different text types</li> <li>• Can read and understand the texts such as questionnaire, interview, texts from the media, tourist guide books, advertisement texts, biography, non-fiction text, a description of a product, diagram and handbook effortlessly.</li> </ul> |

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

|                          |                                        |                          |               |               |
|--------------------------|----------------------------------------|--------------------------|---------------|---------------|
| Notice & Letters✓        | <b>Student list of participation</b> ✓ | <b>Activity report</b> ✓ | <b>Photos</b> | Feedback form |
| <b>Feedback analysis</b> | News clip with details                 | Certificate✓             | Any other     |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|                             |                                              |                                     |

**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         |               |                                       |

| Sr. No. | Exam Roll. No. | Name                     | Cat |
|---------|----------------|--------------------------|-----|
| 1       | 22079152004    | Muskan                   | GE  |
| 2       | 23079152001    | Aditi Bahuguna           | GE  |
| 3       | 23079152002    | Anshu                    | GE  |
| 4       | 23079152003    | Arushi Sikri             | GE  |
| 5       | 23079152004    | Geetika                  | GE  |
| 6       | 23079152005    | Harshit Mittal           | GE  |
| 7       | 23079152006    | Harshita Chaudhary       | GE  |
| 8       | 23079152007    | Jigyasa                  | OBC |
| 9       | 23079152008    | KASHISH SHARMA           | GE  |
| 10      | 23079152009    | Kunal chhikara           | GE  |
| 11      | 23079152010    | KUNAL RAJPUT             | GE  |
| 12      | 23079152011    | Mansha Sharma            | GE  |
| 13      | 23079152012    | Muskan                   | OBC |
| 14      | 23079152013    | Muskan sah               | ST  |
| 15      | 23079152014    | Nitish Yadav             | GE  |
| 16      | 23079152015    | Shrishti                 | SC  |
| 17      | 23079152016    | Shruti Fartyal           | GE  |
| 18      | 23079152017    | Smriti Kumari            | EWS |
| 19      | 23079152018    | SNEHA                    | GE  |
| 20      | 23079152019    | Stuti Sharma             | GE  |
| 21      | 23079152020    | Sumit Giri               | GE  |
| 22      | 23079152021    | Tanishq Tiwari           | GE  |
| 23      | 23079152022    | Yasmeen                  | GE  |
| 24      | 23079152023    | ROHIT SINGH              | SC  |
| 25      | 23079152024    | Sachin Singh<br>Sikarwar | GE  |
| 26      | 23079152025    | Kislay Kumar             | EWS |
| 27      | 23079152026    | Rimjhim Agarwal          | GE  |





श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

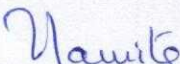
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

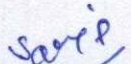
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

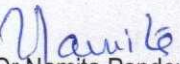
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

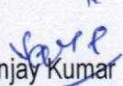
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

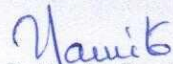
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

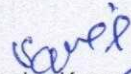
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

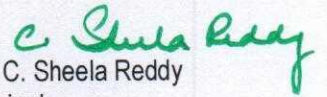
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : **SVC/Admn/2024/**

Date : **28.11.2024**

**Provisional Cum Character Certificate**

University Roll No. : **23079145017**

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

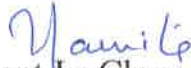
**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Diploma Course in German Language** was successfully conducted from 13.10.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

  
Event In-Charge

  
IQAC Coordinator

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

  
Principal

प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
घौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21



## TEACHER'S ACTIVITY REPORT 2023 - 2024.

**FACULTY:** Rashmi      **DEPARTMENT** FLC      **IQAC ACTIVITY No:** SVC/2023-24/FLC-SPD/1

**NAME OF THE ACTIVITY:** Spanish Diploma

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME          |
|----------------------------|------------|------------------------|---------------------------|
|                            | Rashmi     | Spanish Diploma        | Dr. Namita Pandey         |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE:<br>Outdoor/Indoor |
|                            | SVC        | 8                      |                           |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                           |

BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. - 1 ):

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TOPIC/SUBJECT OF THE ACTIVITY |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| OBJECTIVES                    | This course is for students who already have an intermediate level of Spanish and want to continue their learning. It deepens and extends their existing knowledge of Spanish. Students will be able to comprehend the major concepts of complex texts dealing with both realistic and abstract issues, including technical writings, as long as they are relevant to the student's area of expertise. Students will be able to write clear and thorough texts on a wide range of topics, as well as argue their position on common issues. They can converse with native speakers with enough fluency and spontaneity that communication between both sides is effortless.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| METHODOLOGY                   | <p>The methodology adopted for teaching comprised lectures, activities, and audio-visual. A holistic approach was utilized to ensure that the courses are learned effectively and quickly enough to be applied in everyday situations within a few days of the commencement of the courses.</p> <p>Apart from the recommended, few additional Spanish books were done and sent in the classes to students to enhance their grammar. Latin American authors, writers, and poets like Gabriel García Márquez, Pablo Nerida, etc. were studied to understand the language and literature. Spanish movies like El Laberinto Del Fauno, Volver, etc., and music like Macarena, Me gustas tu, etc. were reviewed to convey the idea of the Spanish-speaking world, culture, and to boost their speaking abilities. Class assessments and oral exams were used to assess students continually. Various academic activities with an interdisciplinary focus were carried out throughout the sessions to cover a broad range of topics such as culture, society, politics, history, and literary and cultural studies of the Spanish regions. The common theoretical component was taught in English.</p> <p><b>Prescribed Books</b><br/>Español sin fronteras II, SGEL, 1997</p> |
| OUTCOMES                      | After completing this course, you will be able to communicate about your experiences, wishes, events, and hopes, as well as convey your opinions or create clear plans concisely. Create short, logical writings on common topics or own interests. We complete almost Spanish language grammar in this course, such as present, past, and future tenses, all imperatives, subjunctives, articles & prepositions, adjectives, adverbs, and so on, a wide range of Spanish expressions, translation practices, both English to Spanish and Spanish to English, everyday speaking practices with new topics, sometimes group discussions and sometimes individual speaking practices, language accent and expressions, a lot of Spanish and Latin American culture and literature, industry knowledge, and where you may work after learning Spanish.                                                                                                                                                                                                                                                                                                                                                                                                                      |

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

|                          |                                       |                         |               |               |
|--------------------------|---------------------------------------|-------------------------|---------------|---------------|
| Notice & Letters✓        | <b>Student list of participation✓</b> | <b>Activity report✓</b> | <b>Photos</b> | Feedback form |
| <b>Feedback analysis</b> | News clip with details                | Certificate✓            | Any other     |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

|                                   |                                                 |                                        |
|-----------------------------------|-------------------------------------------------|----------------------------------------|
| NAME OF<br>TEACHER &<br>SIGNATURE | NAME OF HEAD/ COMMITTEE<br>INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL &<br>SIGNATURE) |
|                                   |                                                 |                                        |

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          |               |                                       |

| Sr. No. | Exam Roll. No. | Name                     | Cat |
|---------|----------------|--------------------------|-----|
| 1       | 23079163001    | JAYA NIGAM               | GE  |
| 2       | 23079163002    | Nibha Kumari             | OBC |
| 3       | 23079163003    | Ritika Shahi             | GE  |
| 4       | 23079163004    | SYED AMAR ABBAS<br>ZAIDI | GE  |
| 5       | 23079163005    | MD AIYAZ AHMAD           | GE  |
| 6       | 23079163006    | Ansh                     | SC  |
| 7       | 23079163007    | Pinky rana               | GE  |
| 8       | 23079163008    | Shivani Dhoundiyal       | GE  |





श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

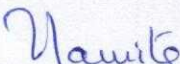
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

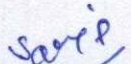
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

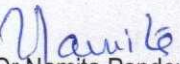
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

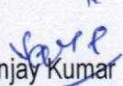
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

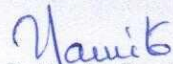
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

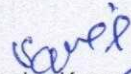
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

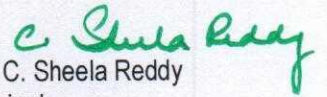
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : **SVC/Admn/2024/**

Date : **28.11.2024**

**Provisional Cum Character Certificate**

University Roll No. : **23079145017**

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21





Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Diploma Course in Spanish Language** was successfully conducted from 13.10.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

*Uamit*  
Event In-Charge

*Vaithyath*  
IQAC Coordinator

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

*V. A. K.*  
Principal

प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

## TEACHER'S ACTIVITY REPORT 2023 - 2024.

**FACULTY:** Hemant    **DEPARTMENT** FLC    **IQAC ACTIVITY No:** SVC/2023-24/FLC-FRC/1

### NAME OF THE ACTIVITY: French Certificate

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME       |
|----------------------------|------------|------------------------|------------------------|
|                            | Hemant     | Foreign Language       | Dr. Namita Pandey      |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor |
|                            | SVC        | 38                     |                        |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                        |

### BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. -1 ):

| TOPIC/SUBJECT OF THE ACTIVITY | OBJECTIVES                                                                                                                | METHODOLOGY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | OUTCOMES                                                                                                                                                                                                                                                                                                           |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| La compréhension orale        | To make students understand the original French accents and motivate them to use the language on the daily basis.         | Methodology which is carried out is based on Action-oriented approach. This approach considers above all the learner as a social actor having to accomplish tasks (which are not only linguistic) in given circumstances and environment. The learner will therefore have to carry out daily social actions that are anchored in a specific context. To achieve this, he will have to mobilize on the one hand his general individual skills, that is to say his knowledge of the world and his socio-cultural knowledge, and on the other hand his communication skills (linguistic, sociolinguistic and pragmatic). | Student can understand the basic salutations and the main points of an announcement. Student can understand a short message on an answering machine. He/She can usually identify the topic of a discussion taking place in his/her presence if people speak slowly. Student can understand short radio recordings. |
| La compréhension des écrits   | To make students understand and analyse the different formats of French writing skills and their use in different aspects |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Student can understand small messages, an informal letter or an email. A student can                                                                                                                                                                                                                               |

|                      |                                                                                                                                     |  |                                                                                                                                                                                                                                                                                                                                                |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                      |                                                                                                                                     |  | understand common signs and can identify the relevant information in an official document.                                                                                                                                                                                                                                                     |
| La production écrite | To make students understand and write the different formats and writing skills. To make them use these skills in different aspects. |  | A student can answer a questionnaire expressing his own opinions. A student can carry out a short exchange or write a simple dialogue. He/she can write short, simple notes, short messages, text messages relating to usual situations. Student can describe his familiar surroundings. And can describe or compare two objects/persons.      |
| La Production orale  | To make students speak the French language with basic information such as general introduction, daily activities etc.               |  | A student can introduce himself or someone else simply, describe the living conditions by short series of expressions or unarticulated sentences. A student can describe his living conditions and his professional activity in simple terms. I can say what I like or dislike by explaining why. The learner can get simple information about |

|  |  |  |                                                                           |
|--|--|--|---------------------------------------------------------------------------|
|  |  |  | a trip. A student can give someone information in predictable situations. |
|--|--|--|---------------------------------------------------------------------------|

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

|                          |                                        |                          |               |               |
|--------------------------|----------------------------------------|--------------------------|---------------|---------------|
| Notice & Letters✓        | <b>Student list of participation</b> ✓ | <b>Activity report</b> ✓ | <b>Photos</b> | Feedback form |
| <b>Feedback analysis</b> | News clip with details                 | Certificate✓             | Any other     |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|                             |                                              |                                     |

**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          |               |                                       |



| Sr. No. | Roll. No.   | Name                     | Cat |
|---------|-------------|--------------------------|-----|
| 1       | 23079133001 | ADARSH KUMAR             | OBC |
| 2       | 23079133002 | Bhumi Sadh               | GE  |
| 3       | 23079133003 | Deepak verma             | OBC |
| 4       | 23079133004 | Himanshi Sharma          | GE  |
| 5       | 23079133005 | Hitanshi jain            | GE  |
| 6       | 23079133006 | Kamakshi Arora           | GE  |
| 7       | 23079133007 | manvi singh              | GE  |
| 8       | 23079133008 | Md Azhar                 | GE  |
| 9       | 23079133009 | Muskan Singh             | SC  |
| 10      | 23079133010 | NIKHIL SHARMA            | EWS |
| 11      | 23079133011 | Preeti Shukla            | GE  |
| 12      | 23079133012 | Priyanka                 | OBC |
| 13      | 23079133013 | Sanaya Singh             | OBC |
| 14      | 23079133014 | SHAHWAR AHMAD            | GE  |
| 15      | 23079133015 | Sheetal choudhary        | GE  |
| 16      | 23079133016 | Soni Kumari              | GE  |
| 17      | 23079133017 | Tanvi                    | SC  |
| 18      | 23079133018 | Akash yadav              | OBC |
| 19      | 23079133019 | Dushyant Dangi           | GE  |
| 20      | 23079133020 | GURVINDER SINGH          | GE  |
| 21      | 23079133021 | Harsha                   | GE  |
| 22      | 23079133022 | Khushi sharma            | GE  |
| 23      | 23079133023 | Laxmi verma              | GE  |
| 24      | 23079133024 | Megha Bhardwaj           | GE  |
| 25      | 23079133025 | MINAKSHI SHARMA          | OBC |
| 26      | 23079133026 | Neha                     | OBC |
| 27      | 23079133027 | Phalguni Anand           | SC  |
| 28      | 23079133028 | Pritika Khandelwal       | GE  |
| 29      | 23079133029 | Siddhika Sharma          | GE  |
| 30      | 23079133030 | Yana Batta               | GE  |
| 31      | 23079133031 | Abdul amaan              | OBC |
| 32      | 23079133032 | Aryan Gangwal            | SC  |
| 33      | 23079133033 | Ashutosh Kumar<br>Maurya | OBC |
| 34      | 23079133034 | Harsh Tyagi              | GE  |
| 35      | 23079133035 | MOHD SUHAIL              | OBC |
| 36      | 23079133036 | Mohit kumar              | OBC |
| 37      | 23079133037 | Renuka                   | SC  |
| 38      | 23079133038 | Vartika yadav            | OBC |



श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

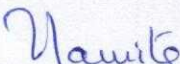
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

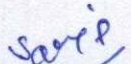
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

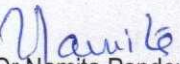
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

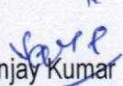
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

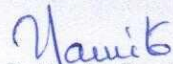
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

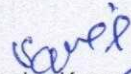
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

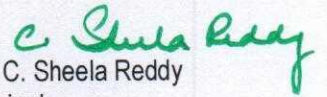
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : **SVC/Admn/2024/**

Date : **28.11.2024**

**Provisional Cum Character Certificate**

University Roll No. : **23079145017**

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Certificate Course in French Language** was successfully conducted from 30.08.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

*Manik*  
Event In-Charge

*Vaithi*  
IQAC Coordinator  
Coordinator, IQAC  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021

*Vaithi*  
Principal  
प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कूआ / Dhaura Kuan, New Delhi-21



**TEACHER'S ACTIVITY REPORT 2023- 2024.**

**FACULTY:** Sharry      **DEPARTMENT** FLC    **IQAC ACTIVITY No:** SVC/2023-24/FLC-GEC/1

**NAME OF THE ACTIVITY:** German Certificate

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME       |
|----------------------------|------------|------------------------|------------------------|
|                            | Sharry     | Foreign Language       | Dr. Namita Pandey      |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor |
|                            | SVC        | 38                     |                        |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                        |

**BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. -1):**

| TOPIC/SUBJECT OF THE ACTIVITY | OBJECTIVES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | METHODOLOGY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | OUTCOMES                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Hören (Listening)             | <ul style="list-style-type: none"> <li>• <b>Understanding</b><br/>To make students familiar with the language and how a native speaker talks. This would help them to comprehend and work intensively with the authentic texts related to everyday situations given in the book Netzwerk A1 and A2.</li> <li>• <b>Reacting</b><br/>Train their ears to attentively hear the speakers talking about different situations. Through this they would be able to catch frequently used expressions and revise their grammar lessons in the process. attentively.</li> </ul> | The four foundations of all our German language part time courses are listening, reading, speaking and writing. Group discussions, role plays and interactive conversations in the classroom help everyone to improve every aspect of their language learning journey. We at Sri Venkateswara college design our courses in such a way that the individual level, capability and ability of every student to consume this foreign language is systematically dealt with and no student feels left behind. For each | <p>Passing this exam demonstrates that you can</p> <ul style="list-style-type: none"> <li>• Understand and use sentences and common expressions in everyday situations,</li> <li>• make yourself understood in simple, routine situations demanding an exchange of information on familiar and common topics,</li> <li>• describe your background and education, immediate surroundings and other matters associated with your immediate needs in a simple yet clear way.</li> </ul> |

|                        |                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|                        |                                                                                                                                                                                                                                                                                          | <p>lesson we not only try to restrict ourselves to the books but we also try to combine the standard course books with some extra material as per the need of the students.</p> <p>Through regular tests, we always keep monitoring and assessing everyone's performance in the classroom.</p> <p>The most important aspect of language learning which many students hate or fear is grammar. In our courses we always try to employ unconventional ways of teaching grammar. Our student-friendly approach would include fun and interactive methods like playing German songs, games and watching movies.</p> |  |
| Sprechen<br>(Speaking) | The students can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. This would allow them to open to new cultures and would make them more flexible and appreciative of other people's opinions and actions. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |
| Schreiben              | To make students                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |

|           |                                                                                                                                                                                                                                                                                      |  |  |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| (Writing) | understand and write different formats of writing comprehensions. This would help them to retain new words which can be accessed later on to form new sentences. Writing practice always help the students to think and speak in foreign language.                                   |  |  |
| Lesen     | To help students expand their vocabulary and use this enhanced knowledge in different contexts. Reading different texts and comprehending them would not help the students to deepen their language skills but would also provide them with new cultural knowledge and perspectives. |  |  |

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

|                   |                                |                  |           |               |
|-------------------|--------------------------------|------------------|-----------|---------------|
| Notice & Letters✓ | Student list of participation✓ | Activity report✓ | Photos    | Feedback form |
| Feedback analysis | News clip with details         | Certificate✓     | Any other |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|-----------------------------|----------------------------------------------|-------------------------------------|
|                             |                                              |                                     |

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         |               |                                       |



| Sr. No. | Exam Roll. No. | Name               | Cat |
|---------|----------------|--------------------|-----|
| 1       | 23079134001    | Nancy Ahlawat      | SC  |
| 2       | 23079134002    | Srishti Mishra     | GE  |
| 3       | 23079134003    | Aayushi sharma     | GE  |
| 4       | 23079134004    | AJAY KUSHWAHA      | GE  |
| 5       | 23079134005    | Aniket Pawar       | SC  |
| 6       | 23079134006    | Aradhaya Vashistha | GE  |
| 7       | 23079134007    | Ashish Raj         | EWS |
| 8       | 23079134008    | CHANDER BHAN       | GE  |
| 9       | 23079134009    | Gaurav Kumar       | OBC |
| 10      | 23079134010    | HARSHITA SHARMA    | GE  |
| 11      | 23079134011    | Ibteshaam Roshan   | OBC |
| 12      | 23079134012    | Krish Chauhan      | GE  |
| 13      | 23079134013    | Lavanya sood       | GE  |
| 14      | 23079134014    | Mahima sharma      | GE  |
| 15      | 23079134015    | Manisha yadav      | GE  |
| 16      | 23079134016    | Manshi             | SC  |
| 17      | 23079134017    | Nandita            | ST  |
| 18      | 23079134018    | Punita             | SC  |
| 19      | 23079134019    | RAUNAK RAJ         | EWS |
| 20      | 23079134020    | Ravindra           | SC  |
| 21      | 23079134021    | Rehnuma Parveen    | GE  |
| 22      | 23079134022    | Rinki              | SC  |
| 23      | 23079134023    | Sachin             | OBC |
| 24      | 23079134024    | Sachin kumar       | GE  |
| 25      | 23079134025    | Shriyansh          | GE  |
| 26      | 23079134026    | Ujala Rai          | GE  |
| 27      | 23079134027    | Aman Rajliwal      | GE  |
| 28      | 23079134028    | ANISHA             | GE  |
| 29      | 23079134029    | Arpita Singh       | GE  |
| 30      | 23079134030    | Isha Pathodiya     | GE  |
| 31      | 23079134031    | R. Abimathi        | GE  |
| 32      | 23079134032    | SHAZIYA            | GE  |
| 33      | 23079134033    | Shubham Gupta      | GE  |
| 34      | 23079134034    | Chetna Kohli       | GE  |
| 35      | 23079134035    | Manas P Anand      | GE  |
| 36      | 23079134036    | Shambhavi          | GE  |
| 37      | 23079134037    | Shivam giri        | GE  |
| 38      | 23079134038    | Yukti              | GE  |



श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

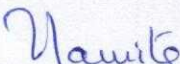
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

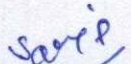
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

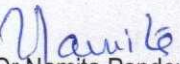
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

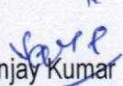
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

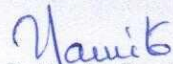
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

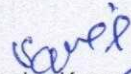
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

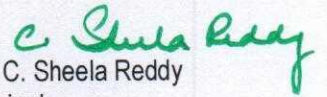
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : SVC/Admn/2024/

Date : 28.11.2024

**Provisional Cum Character Certificate**

University Roll No. : 23079145017

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
घौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21





Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Certificate Course in German Language** was successfully conducted from 30.08.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

  
Event In-Charge

  
IQAC Coordinator

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

  
Principal

प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
घोला मुकेश नगर, दिल्ली-21  
New Delhi-21

## TEACHER'S ACTIVITY REPORT 2023 - 2024.

**FACULTY: Pinky Punia      DEPARTMENT FLC      IQAC ACTIVITY No: SVC/2023-24/FLC-SPC/1**

|                                                  |                |                               |                         |
|--------------------------------------------------|----------------|-------------------------------|-------------------------|
| <b>NAME OF THE ACTIVITY: Spanish Certificate</b> |                |                               |                         |
| <b>DATE</b>                                      | <b>FACULTY</b> | <b>DEPARTMENT/COMMITTEE</b>   | <b>COORDINATOR NAME</b> |
|                                                  | Pinky Punia    | Foreign Language              | Dr. Namita Pandey       |
| <b>TIME</b>                                      | <b>VENUE</b>   | <b>NUMBER OF PARTICIPANTS</b> | <b>NATURE:</b>          |
|                                                  | SVC            | 29                            | <b>Outdoor/Indoor</b>   |
| <b>SUPPORT/ASSISTANCE:</b>                       | Mr. Anshul     |                               |                         |

### BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. - 1 ):

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TOPIC/SUBJECT OF THE ACTIVITY |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| OBJECTIVES                    | No prior knowledge of Spanish needed. The goal is to learn Spanish for study or work overseas. This course will provide you a general understanding of common vocabulary and phrases (basic information on him/herself and his/her family, shopping, places of interest, activities etc.), as well as fundamental grammar, Spanish pronunciation, and conversation skills, enabling you to converse in daily situations.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| METHODOLOGY                   | <p>The methodology adopted for teaching comprised lectures, activities, and audio-visual. A holistic approach was utilized to ensure that the courses are learned effectively and quickly enough to be applied in everyday situations within a few days of the commencement of the courses.</p> <p>Apart from the recommended, few additional Spanish books were done and sent in the classes to students to enhance their grammar. Latin American authors, writers, and poets like Gabriel García Márquez, Pablo Nerida, etc. were studied to understand the language and literature. Spanish movies like El Laberinto Del Fauno, Volver, etc., and music like Macarena, Me gustas tu, etc. were reviewed to convey the idea of the Spanish-speaking world, culture, and to boost their speaking abilities. Class assessments and oral exams were used to assess students continually. Various academic activities with an interdisciplinary focus were carried out throughout the sessions to cover a broad range of topics such as culture, society, politics, history, and literary and cultural studies of the Spanish regions. The common theoretical component was taught in English.</p> <p><b>Prescribed Books</b></p> <p>Español sin fronteras, I, SGEL, 1997</p> |
| OUTCOMES                      | After completing the course, students will be able to understand and apply commonly used expressions and simple sentences to convey basic needs. The student will be able to describe himself/herself, as well as request and provide basic personal information about his/her place of residence, belongings, and people he/she knows. We cover present tense, continuous, perfect, imperatives, near future, articles & prepositions, adjectives, adverbs etc., a bit of Spanish and Latin American culture and literature and future with Spanish.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

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

|                   |                                |                  |           |               |
|-------------------|--------------------------------|------------------|-----------|---------------|
| Notice & Letters✓ | Student list of participation✓ | Activity report✓ | Photos    | Feedback form |
| Feedback analysis | News clip with details         | Certificate✓     | Any other |               |

|                      |                 |            |
|----------------------|-----------------|------------|
| IQAC Document No:    | Criterion No: 1 | Metric No: |
| Departmental file no | IQAC file No;   |            |

| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|-----------------------------|----------------------------------------------|-------------------------------------|
|                             |                                              |                                     |

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          |  |               |                                       |



| Sr. No. | Exam Roll. No. | Name                    | Cat |
|---------|----------------|-------------------------|-----|
| 1       | 23079145001    | AKSHITA MITTAL          | GE  |
| 2       | 23079145002    | Darpan Bhalla           | GE  |
| 3       | 23079145003    | HIMANSHU THAKUR         | GE  |
| 4       | 23079145004    | JIGYASA CHAUHAN         | ST  |
| 5       | 23079145005    | Kahksha Roshan          | OBC |
| 6       | 23079145006    | Krishna                 | GE  |
| 7       | 23079145007    | MEGHA DHOUNDIYAL        | GE  |
| 8       | 23079145008    | MOHAMMAD BILAL          | GE  |
| 9       | 23079145009    | Neiyati Tokas           | GE  |
| 10      | 23079145010    | Roshni                  | GE  |
| 11      | 23079145011    | Simran Meena            | ST  |
| 12      | 23079145012    | Sushila                 | GE  |
| 13      | 23079145013    | Akansha kumari          | ST  |
| 14      | 23079145014    | ASHUTOSH KR BAMBAM      | OBC |
| 15      | 23079145015    | Dipti                   | GE  |
| 16      | 23079145016    | Hilal Raza              | GE  |
| 17      | 23079145017    | Md Adnan                | GE  |
| 18      | 23079145018    | MOHAMMAD ARIF<br>ANSARI | OBC |
| 19      | 23079145019    | RAKHI                   | SC  |
| 20      | 23079145020    | Sakshi bhardwaj         | GE  |
| 21      | 23079145021    | Taniya                  | SC  |
| 22      | 23079145022    | Vanchha Arora           | GE  |
| 23      | 23079145023    | Garima Boora            | GE  |
| 24      | 23079145024    | Neha Dhayal             | OBC |
| 25      | 23079145025    | Sudha Archak            | GE  |
| 26      | 23079145026    | Deepanshi simar         | SC  |
| 27      | 23079145027    | Ishika Kajla            | GE  |
| 28      | 23079145028    | Jyoti                   | GE  |
| 29      | 23079145029    | advaita malhotra        | GE  |



श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

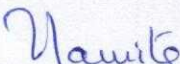
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

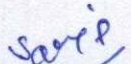
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

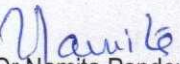
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

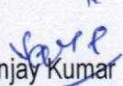
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

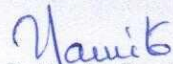
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

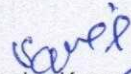
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

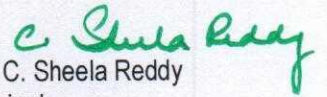
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : SVC/Admn/2024/

Date : 28.11.2024

**Provisional Cum Character Certificate**

University Roll No. : 23079145017

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994, Third September Nineteen Hundred Ninety Four (in words).**

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21





Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

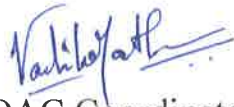
(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Certificate Course in Spanish Language** was successfully conducted from 30.08.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

  
Event In-Charge

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

  
Principal  
प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21

## TEACHER'S ACTIVITY REPORT 2023 - 2024.

**FACULTY:** Shelly

**DEPARTMENT –** FLC

**IQAC ACTIVITY No:**SVC/2023-24/FLC-CH/1

### NAME OF THE ACTIVITY: Chinese Certificate

| DATE                       | FACULTY    | DEPARTMENT/COMMITTEE   | COORDINATOR NAME       |
|----------------------------|------------|------------------------|------------------------|
|                            | Ms. Shelly | Foreign Language       | Dr. Namita Pandey      |
| TIME                       | VENUE      | NUMBER OF PARTICIPANTS | NATURE: Outdoor/Indoor |
|                            | SVC        | 7                      |                        |
| <b>SUPPORT/ASSISTANCE:</b> | Mr. Anshul |                        |                        |

### BRIEF INFORMATION ABOUT THE ACTIVITY (CRITERION NO. - 1 ):

| TOPIC/SUBJECT OF THE ACTIVITY          | OBJECTIVES                                                                                                                                                                                                                                                                                                                                                   | METHODOLOGY                                                                                                                                                                                                                                                                             | OUTCOMES                                                                                                                                                                                   |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Grammar, Essay writing & Comprehension | The objective of a grammar, essay, and comprehension paper in Chinese language is to assess a student's proficiency in understanding and applying the language's grammatical rules, expressing coherent thoughts through essay writing and comprehending written texts in the target language, evaluating their language skills and comprehension abilities. | It typically involves a combination of assessing grammatical knowledge through exercises, evaluating essay writing skills for coherence and fluency, and testing comprehension through reading passages and questions, allowing for a comprehensive evaluation of language proficiency. | The outcome of this paper is to gauge the student's language proficiency, writing ability, and comprehension skills.                                                                       |
| Script & Translation                   | The objective of this paper is to assess a student's proficiency in reading and understanding written Chinese characters and to evaluate their ability to translate between Chinese and English, and Vice-Versa.                                                                                                                                             | It includes reading and interpreting Chinese texts and translating them into English or vice versa . and assessing the accuracy of translation and Chinese characters.                                                                                                                  | The outcome is a demonstration of student's ability to read, comprehend, and accurate translate Chinese texts into English and vice versa, showcasing their proficiency in both languages. |
| Audio-Oral                             | The objective of this                                                                                                                                                                                                                                                                                                                                        | It typically includes                                                                                                                                                                                                                                                                   | Its a measure of                                                                                                                                                                           |

|  |                                                                                                                          |                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                         |
|--|--------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | paper is to evaluate a student's spoken language proficiency, including pronunciation, fluency and communication skills. | conversations with the examiner, responding to prompts or questions, describing pictures or situations, and demonstrating language fluency and comprehension through spoken interactions. This may also involve evaluating pronunciation, intonation, and the ability to convey ideas effectively in Chinese. | the student's proficiency in spoken Chinese, which can include scores or evaluations related to pronunciation, fluency, comprehension and overall communication skills in the language. |
|  |                                                                                                                          |                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                         |

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

|                               |                                        |                          |               |               |
|-------------------------------|----------------------------------------|--------------------------|---------------|---------------|
| <b>Notice &amp; Letters</b> ✓ | <b>Student list of participation</b> ✓ | <b>Activity report</b> ✓ | <b>Photos</b> | Feedback form |
| Feedback analysis             | News clip with details                 | <b>Certificate</b> ✓     | Any other     |               |

|                      |                  |            |
|----------------------|------------------|------------|
| IQAC Document No:    | Criterion No: 01 | Metric No: |
| Departmental file no | IQAC file No;    |            |

|                             |                                              |                                     |
|-----------------------------|----------------------------------------------|-------------------------------------|
| NAME OF TEACHER & SIGNATURE | NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE | IQAC COORDINATOR (SEAL & SIGNATURE) |
|                             |                                              |                                     |

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          |               |                                       |



| Sr. No. | Exam Roll. No. | Name           | Cat |
|---------|----------------|----------------|-----|
| 1       | 23079130001    | Anchal Kumari  | GE  |
| 2       | 23079130002    | Jahanvi Singh  | GE  |
| 3       | 23079130003    | Kanika bansal  | GE  |
| 4       | 23079130004    | Mansi Chhikara | GE  |
| 5       | 23079130005    | Stanzin Diskit | ST  |
| 6       | 23079130006    | V.Re Vashum    | ST  |
| 7       | 23079130007    | JAISHREE       | OBC |



श्री वेंकटेश्वर महाविद्यालय  
(दिल्ली विश्वविद्यालय)  
Sri Venkateswara College  
(University of Delhi)  
NAAC Grade A+



Ref No : SVC/Acs/2023/P/ 3842

15<sup>th</sup> May, 2023

NOTIFICATION

**LAST DATE**

21<sup>st</sup> June, 2023

College offers part time Courses in French, German, Mandarin (Chinese), Russian and Spanish Language, as per details given here under, for the academic year 2023-2024:-

|    |                                                                         |
|----|-------------------------------------------------------------------------|
| 1. | One Year Certificate Course in German Language (Part-Time)              |
| 2. | One Year Diploma in German Language (Part-Time)                         |
| 3. | One Year Certificate Course in French Language (Part-Time)              |
| 4. | One Year Diploma Course in French Language (Part-Time)                  |
| 5. | One Year Certificate Course in Mandarin (Chinese) Language (Part-Time)* |
| 6. | One Year Certificate Course in Russian Language (Part-Time)             |
| 7. | One Year Certificate Course in Spanish Language (Part-Time)             |
| 8. | One Year Diploma Course in Spanish Language (Part-Time)                 |

- This course will start subject to the approval of the university.

Eligibility Criteria

For Certificate Course

Candidates who have passed the Senior School Certificate Examination (10+2) of the Central Board of Secondary Education, New Delhi, or an examination recognized as equivalent thereto with an aggregate of at least 45% marks are eligible to apply. Admission will be made in order of merit based on the degree/certificate in each of the following categories:-

- I Post-graduate and above
- II Graduate
- III 10+2

For Diploma Course

Candidates who have passed the Certificate Examination of the University of Delhi in a language or an examination recognized as equivalent thereto are eligible to apply for admission to the Diploma Course in that language. Admissions will be made strictly in order of merit of the respective certificate course examination.

Candidates who have obtained their Certificate in the language from any other institution OR one year or more before the year of admission shall be required to submit the certificate/degree for the same.

Contd Page....2/....

*Namita*

Dr Namita Pandey  
Convener, Foreign Language Courses

*Sanjay*

Prof Sanjay Kumar  
Convener, Admissions

*C. Sheela Reddy*

Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



For Advanced Diploma Course

Candidates who have passed the Diploma examination in a language concerned from the University of Delhi or an examination recognized as equivalent thereto are eligible to apply for admission to the Advanced Diploma Course in the respective language.

Candidates who have obtained their Diploma in the language from any other institution OR one year or more before the year of admission will be required to submit the certificate/degree for the same.

Admission Procedure

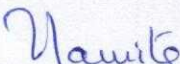
Online application form may be submitted along with the requisite fee. The candidates pursuing a part-time language course and some other course/s from the University of Delhi /any other University simultaneously may note that the college does not take any responsibility for adjustment of dates for classes/examinations. The candidates may also note that they can pursue only one part-time language course in the college in any academic year.

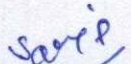
The Candidates fulfilling the eligibility criteria, as specified above, may submit the online Pre Admission Form, paying requisite application fee of Rs 200/- (Rupees Two Hundred) only, for the academic year 2023-2024, available on the college website ([www.svc.ac.in](http://www.svc.ac.in)) within the stipulated period.

| S.No. | Course of Study                                                                                                                        | Special Requirements/Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.    | Certificate/Diploma Course in French, German, Mandarin (Chinese), Russian and Spanish Language Course (Part Time), wherever applicable | <p>For Merit Purpose, the aggregate of English or One Language and Three Best relevant subjects will be considered. Students from all streams may apply. Admission through merit only.</p> <p>Reservation in seats for SC/ST/OBC/EWSs/KM/PWD candidates is applicable as per university rules.</p> <p>SC : Schedule Caste<br/>ST : Schedule Tribe<br/>PwBD : Persons with Benchmark Disabilities<br/>OBC : Other Backward Class<br/>EWSs : Economically Weaker Sections<br/>KM : Kashmiri Migrant</p> |

**Mode of Payment of Application Fee:-** The application fee of Rs 200/- (Rupees Two Hundred) only may be paid by Credit Card/Debit Card/Net Banking/Wallet/UPI within the stipulated time. The Demand Draft should be drawn in favour of "The Principal, Sri Venkateswara College, New Delhi" issued by any Nationalized/Scheduled Bank, if payment is made through Demand Draft. Please do not wait until the last day for the submission. Please complete the process well in time positively. The following steps may be followed for successful completion of the same:-

Contd Page....3/....

  
Dr Namita Pandey  
Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhoola Kuan, New Delhi-21



LIST OF CERTIFICATES/DOCUMENTS REQUIRED

**List of Certificates/Documents:-** The applicants shall be required to upload the following documents along with the preliminary online admission form: -

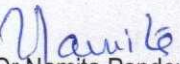
1. Class X Certificate (Marks-sheet or certificate) indicating date of birth and Parents' names\* (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM must match with the names that appear on the corresponding reservation certificates; similarly their parents' names must match with the certificates).
2. Class XII Marks-Sheet.
3. SC/ST/OBC/EWS/CW/KM/PwBD Certificate (in the name of the Applicant) issued by the competent authority. (The names of applicants claiming reservation under SC/ST/OBC/EWS/CW/KM/PwBD must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match with the certificates).
4. Income Certificate issued by the Competent Authority from SC/ST applicants for reimbursement of Admission and Tuition Fee testifying that their parents are not Income Tax Payees.
5. OBC (Non-Creamy Layer) Certificate (in the name of the Applicant) issued by the competent authority, and wherein the caste is in the OBC central list issued by <http://ncbc.nic.in>. (The name of the applicant claiming reservation under OBC (Non-Creamy Layer) must match with the applicant's name as it appears on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2021-2022, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required. The format of the OBC certificate is as per the DOPT certificate issued in 2014.
6. EWS Certificate (Appendix V) from competent authority certifying the applicant can claim reservation under this category. (The names of applicants claiming reservation under this category must match with the names that appear on their corresponding School Board qualifying certificates; similarly their parents' names must match in both sets of certificates). Income certificate for the financial year 2020-2021, dated on or after 31<sup>st</sup> March, 2022, as stipulated, will be required.
7. Transfer Certificate from school / college as well as Migration Certificate from Board /University are required from those candidates who have passed senior secondary exam from outside Delhi
8. Upload a recent Photograph (without Signature or Stamp) and signature as per requirement on the online preliminary admission form.
9. Mandatory Anti Ragging Self-Certification (Both from candidate and Parent/Guardian as per the prescribed proforma duly signed. The same may be downloaded from the college website ([www.svc.ac.in](http://www.svc.ac.in)))
10. One identity proof issued by competent authority as notified by Government of India.
11. Self-attested copy of Passport & VISA (for Foreign Candidates).

Note:

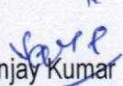
1. Applicants shall be responsible for the quality and authenticity of the images they upload at the time of registration. Applicants must take care to ensure that uploads are authentic and accurate. Applicants will be responsible for production of documents as sought. All certificates/documents will be returned to the applicant by the College upon completion of any physical verification that may be required at a later stage.

2. If the applicants do not have recent / valid EWS / OBC (Non-Creamy Layer) / SC or ST Caste /Tribe/PwBD certificate at the time of Registration, the applicant may upload the acknowledgement slip of application for the certificate. However, at the time of admission, the applicant will have to produce his / her recent / valid original EWS / OBC (Non-Creamy Layer) / SC / ST certificate.

Contd Page...4/....

  
Dr Namita Pandey

Convener, Foreign Language Courses

  
Prof Sanjay Kumar  
Convener, Admissions

  
Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College



3. Please note that all admissions are purely provisional and subject to further detailed verification and confirmation by the competent authority.

4. It is made clear that if any false attestation / falsified records are detected, the candidate will be debarred from attending any course in the college for next five years and in addition, a criminal case under relevant sections of IPC (viz. 470,471,474 etc.) will be instituted against him/her, as per university rules. No request for non-production of any document/certificate at the time of admission shall be considered under any circumstances. Further, the uploaded documents will need to be presented in the colleges at the time of admission, for online and/or forensic verification. If any false attestation / falsified records are detected, the applicant will be debarred from the University and / or its colleges and penal action will be taken against the applicant.

Course Fee :

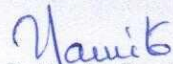
1. For Certificate Course : Rs 17,000/- (excluding University Examination Fee) PA.
2. For Diploma/Advance Diploma Course : Rs 17,000/- (excluding University Examination Fee) PA.
3. In case of withdrawal of admission, fees will be refunded as per rules.
4. The classes will be held on Mondays, Wednesdays and Saturdays after 2:00 PM onwards.

Number of Seats :: 62 (Sixty Two)

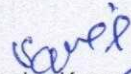
All Original Certificates/Documents, submitted by the candidate as per requirement, will be returned to the candidates only after verification by the concerned official (s) after signing the specified box on the Admission Form within due course of time. The candidate shall ensure before leaving the Counter that the Certificates/Documents received by him/her is/are complete in all the respects. The college shall not be held responsible for any loss of the Certificates/Documents and no claim will be considered under any circumstances thereafter.

It is pertinent to mention here that the language course will be offered subject to the enrollment of a minimum of 15 candidates in the course.

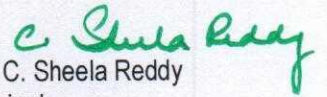
For clarification, if any, Mr Anshul, Junior Assistant (Establishment Section) may be contacted via email ([anshul@svc.ac.in](mailto:anshul@svc.ac.in))



Dr Namita Pandey  
Convener, Foreign Language Courses



Prof Sanjay Kumar  
Convener, Admissions



Prof C. Sheela Reddy  
Principal

प्राचार्या  
Principal

श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21

Copy forwarded for information and necessary action to the Teacher-in-Charge/ Admission-in-Charge of the respective departments, Administrative Officer, Section Officers (Accounts & Administration)/ Dealing Assistants (Accounts & Administration)/ All concerned/ College Notice Board/ College Website/ File.





श्री वेंकटेश्वर महाविद्यालय  
**Sri Venkateswara College**  
(दिल्ली विश्वविद्यालय) (University of Delhi)  
NAAC A<sup>+</sup> Accredited

Benito Juarez Road, Dhaula Kuan, New Delhi-110021

Ph. : 011-24112196, 24118590

principal@svc.ac.in

**Prof. K. Chandramani Singh**  
**VICE PRINCIPAL**

Ref No. : **SVC/Admn/2024/**

Date : **28.11.2024**

**Provisional Cum Character Certificate**

University Roll No. : **23079145017**

This is to certify that **Mr. Md Adnan** Son of **Mr Mojibur Rahman** and **Mrs Raushan Ara** who appeared from the College at the **Certificate Course in Spanish Language – I (One Year)** Examination held by the University in Delhi in April, 2024 has been declared successful in the said Examination securing **137/300** Marks as per results announced by the University of Delhi.

His date of birth as recorded in the College Register is **03.09.1994**, **Third September Nineteen Hundred Ninety Four (in words)**.

His conduct and character are Good. I wish him all success in life.

  
**VICE PRINCIPAL**  
Vice-Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
घौला कुआँ, नई दिल्ली / Dhaula Kuan, New Delhi-21





Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

**Sri Venkateswara College**

(University of Delhi)

NAAC Grade A+

## **CERTIFICATE**

This is to certify that the **Certificate Course in Mandarin (Chinese) Language** was successfully conducted from 13.10.2023 to 31.03.2024 by Foreign Language Department in the Offline mode and its event report has been submitted to IQAC for records.

*Namita*  
Event In-Charge

*Vaithiyath*  
IQAC Coordinator  
Coordinator, IQAC  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021

*V. V. V.*  
Principal  
प्रधानाचार्य  
Principal  
श्री वेंकटेश्वर महाविद्यालय  
Sri Venkateswara College  
दिल्ली विश्वविद्यालय / University of Delhi  
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-21