

ACADEMIC YEAR

2022-23

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY (Approved by AICTE, PCI, D.T.E., Affiliated to University of Mumbal & Cartificate to PCA APONT APPROXIMATION A



Date: 28th Jan 2023

NOTICE

This is to inform all the students of Final year B. Pharm that Placement cell is organizing three day workshop on "Life Skills and Employability Program" in collaboration with GTT foundation from 31st Jan to 2nd Feb 2023 in Seminar Hall from 1.00-4.30 pm.

Concerned students are required to compulsorily attend the same.

Placement Coordinator

Dr. Vandana Jain

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Principal

Dr. Sudha Rathod

COLLEGE OF SAMPABA MAVI BUTEAU 440 705

Dr. (Mrs.) Sudha Rathod Principal Oriental College c Pharmacy Ptot No. 3, 4 & 5, Sector-2, Sampada, Navi Munical.

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

Tel: 27758715/27752213 / 27751116 Fax 022-2775759

E-Mail: admin.ocp@oes.ac.in Website: www.ocp.edu.in



Vandana Jain ≺vandana.jain@ocp.edu.in>

wd: Regarding Arrange to take LSK Training in your college

3S <admin@ocp.edu.in> ⊅: Vandana Jain <vandana.Jain@ocp.edu.in>

Frl, Jan 13, 2023 at 9:06 AM

23, 24, 25 Jan' 23

Forwarded message -----From: Ayyaj Shaikh <a yyajs@gttfoundation.org>
Jate: Thu, Jan 12, 2023 at 3:41 PM
Subject: Regarding Arrange to take LSK Training in your college
To: admin@ocp.edu.in admin@ocp.edu.in principal@ocp.edu.in principal@ocp.edu.in p

Dear Sir/Mam

Thank you for a discussion with you on the Afternoon

12th Jan 22

As discussed, GTT Foundation has been mandated by a leading organization under their CSR program to conduct If e skills programs to students who would be shortly embarking on their careers.

We are pleased to offer this program to the students of your institute. The program comprises the initial training on This program would be at zero cost to the students or the institute. Upon completion of initial training students would be issued a certificate.

Should there be interest to be part of the program, kindly let us know, we would be glad to share further details of the program.

For details about GTT Foundation please visit https://www.gttfoundation.org/

We look forward to hearing from you....

Thanks & Regards
Ayyaj Shaikh | GTT Foundation | center coordinater | Mob :- +919309566757
Empowering YouthWorldwide
www.gttconnect.com

2 attachments

Project Proposal for all sectors updated.pdf 502K

Orientation_ Barclays LifeSkills Program (1).pptx 1217K

Dr. (Mrs.) Sudha Rathod Principal Oriental College C. Pharmed Plot No. 3, 4 & 5, Sector-2, Rangeda, Navi Munical



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Our Training Module:-

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The training program will cover the key life-skills required for a successful career. Key topics will

Day-1st	ays LifeSkills Training Progr	ainme
Personality Development	Day-2nd Life + Domain Skills	Day-3rd Mock Interview
1- Swot Analysis 2- Goal Setting 3- Effective Communication 4- Time Management 5- Self Motivation 6- Leadership	1- Critical Thinking 2- Problem Solving 3- Decision Making 4- Customer Service 5- Work Ethics 6- Resume Writing	1- Email Etiquette 2- Apply Online 3- Grooming Etiquette 4- Group Discussion 5- Interview Skills 6- Mock Interview

(Please Note: the modules can be changed according to the preference of the institute)

Duration of Support:-

The support envisaged is over a one year period with the initial training for 2-3 days followed by monthly mentoring sessions to facilitate career progression.

Provisions from GTT:-

Initial training for 3 days

> Trainer to deliver the program

Oriental College : Plot No. 3, 4 & 5, Sector-2, > Mentoring support for the beneficiaries

> Participation certificates to be issued upon completion of training program

Provisions from partnering institution: Identifying student groups to be trained.

Providing with classroom or online access to train the students.

Providing the details of students placed in the required formats.

GTT Foundation 10, Talera Park, Kalyani Nagar, Pune - 411014, Maharashtra, India



Dr. (Mrs.) Sudha Rathod

Principal



Gmail

Vandana Jain <vandana.jain@ocp.edu.in>

Re:- Regarding the Organizing GTT Life skills Training Program at Oriental

Ayyaj Shaikh <ayyajs@gttfoundation.org> h: Vandana Jain <vandana Jain@ocp.edu.in> a: Akash Bodhak <akashb@gttfoundation.org>

Sun, Jan 15, 2023 at 4:05 PM

Dear Ma'am or Sir,

As we discussed, As per the following points we are collecting the formal information of the students during the

-) Training Photos
- Students NameMobile number
- 4) Aadhar card Number
- 5) Enroilment Form
 - 6) Pre-Test & Post Test

7) Offer letter/ Declaration from the students when they joined the job.

Note :- After the completion of the training program one soft copy of the data will be submitted to college.

Please inform the training dates & time from your side ASAP, so we will plan accordingly.

Thanks & Regards Ayyaj Shaikh

.⊅n Fri, Jan 13, 2023, 9:42 AM Vandana Jain <vandana.jain@ocp.edu.in> wrote:

I will connect to you for further proceedings.

Thank You.

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With best regards!



Dr. (Mrs.) Sud

Principal Oriental Collage harmacy Plot No. 3, 4 & 5, 50ctor-2, Sanpade, Navi Munical

Dr. Vandana Jain (M.Pharm, Ph.D Tech)

Professor, Head of the department (Quality Assurance) &

Placement Cell Coordinator

Department of Pharmacognosy and Quality Assurance

Oriental College of Pharmacy,



Student Declaration form

To
GTT Foundation,

I have attended the Barclays LifeSkills Programme conducted by GTT Foundation.

My details are as follows:

Name -_____

Contact Number -____

Email Id_____

College Name-____

Designation -____

Joining Month & Year -____

Regards

(Student's Signature with Name)

College Seal.

Or. (Mrs.) Sudha Rathod Principal Oriental College of ⊇harmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.



DAY 1 31 St Jan 23

ORIENTAL COLLEGE OF PAHRAMCY

Life Skills & Employability Program by GTT foundat

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8	Gohri Vaishnavi Ishwarlal	Stelop.	42	Rathi Swarup Pradeep	a.
9	Gupta Akash Omprakash	Alexan	43	Rawa Aamir Khursheed	Thouse
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23	Khankal Snehal Suresh	Khadkali	57	Thakur Apoorv J.	Qh-
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Jan-Dr.V. Jain Placement cell Oncharge

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of ⊃harmacy Plot No. 3, 4 & 5, Sector-2, Sampada, Navi Mumbal.



ORIENTAL COLLEGE OF PAHRAMCY

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sespeda, Navi Mumbal.

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12	Gupta Vikas Suresh		46	Shah Harsh Sanjay	
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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sexpade, Navi Mumbal.



GRIENTAL EDUCATION SOCIETY'S

ORIENTAL COLLEGE OF PHARMACY



Approved by AICTE, PCI, D.T.E Affiliated to University of Mumbai and Certified by ISO 9001: 7

Placement Cell is Organizing

3 days workshop on

"Life Skills and Employability Program"

In collaboration with



Day 2: Life + Domain Skills Critical Thinking

Day 3: Mock Interview

- Email Etiquette

Apply Online

Grooming Etiquette Group Discussion

- **Problem Solving**
- **Decision Making** Work Ethics
- **Customer Service**
 - Resume Writing

J 1.00 pm - 4.30 pm

Seminar Hall

Mock Interview

Interview Skills

PLACEMENT CELL CO-ORDINATOR Dr. Vandana Jain



Dr. (Mrs.) Sudha Rathod Principal

Day 1: Personality Development

- **Swot Analysis**
 - **Goal Setting**
- **Effective Communication** Time Management
 - Self Motivation
 - Leadership

Final Year B. Pharm

31st Jan - 2nd Feb 2023

PRINCIPAL

GTT Foundation Life Skills & Employbility Training

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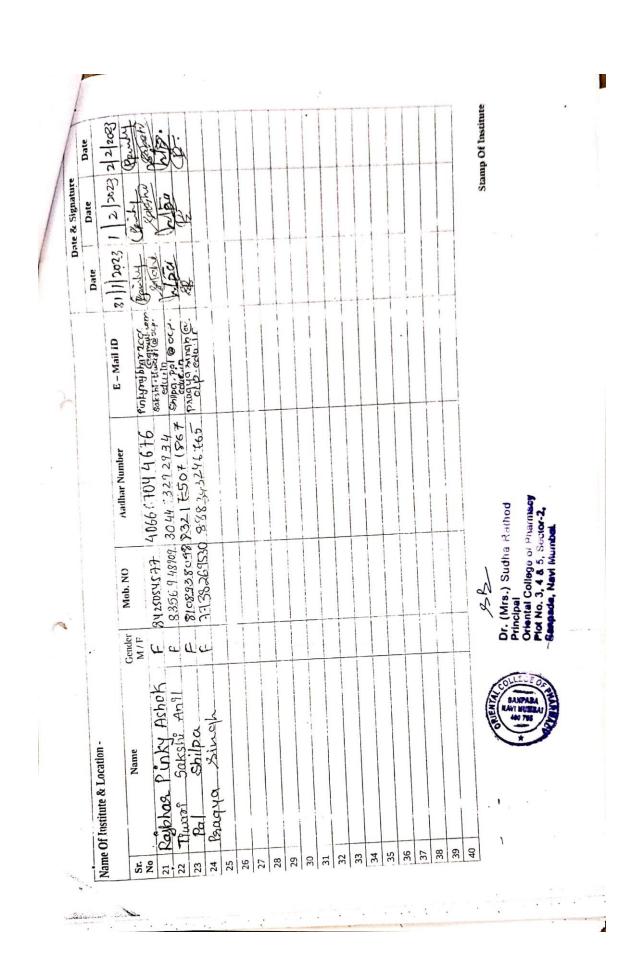
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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy



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WORKSHOP REPORT

Topic: Life Skills and Employability Program

The Placement Cell of Oriental College of Pharmacy had conducted "Barclays 3 day Life Skills and Employability Program" in collaboration with GTT foundation for Final Year B. Pharm students from £1st January to 2nd February, 2023 in the seminar hall.

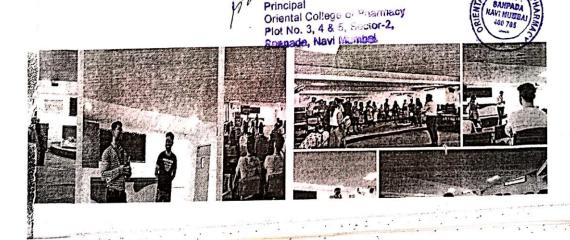
On the first day, students learned about interview etiquettes. Fun activities were performed by forming teams for the better comprehension of the significance of interaction and healthy communication amongst team members.

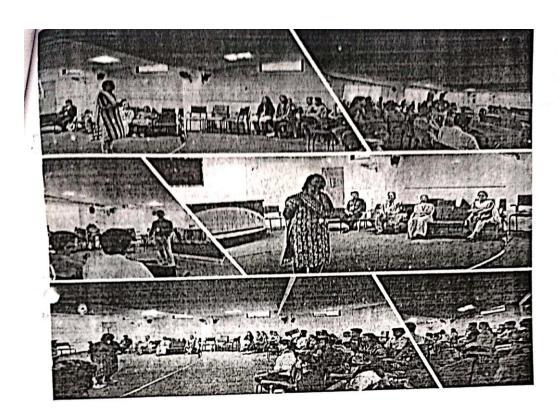
On the second day, students learned about the various key elements necessary to be considered when drafting a résumé. Copious points were discussed with respect to 'Do's and Don'ts' of Resume Writing. In the later session, students explored the execution of teamwork through two enjoyable and insightful activities. These activities helped the students understand how each team member's performance contributes to a successful result.

On day three, optimum ways of responding to challenging interview questions were discussed. A brief round of mock interviews and a practice public speaking exercise was conducted. Students participated in enjoyable activities to better understand how teamwork functions during the second lalf of the lesson. Students were also enlightened about how the first impression always matters during an interview and how they must present themselves. Few knacks and lessons to tackle tricky questions during an interview were shared with the aid of activities followed by group discussion and active interaction. The lesson learned from this exercise was that in order to achieve the desired butcome, each team member had to uphold their duties and responsibilities.

valedictory event was held at the end of the day, Principal Madam, Dr. Mrs. Sudha Rathod, and Dr. Vandana Jain, the coordinator of the Placement Cell, delivered inspirational speeches which further waived off the fear of appearing for interview from the minds of the students. A vote of hanks from the organizing staff brought the program to a close followed by a group picture.

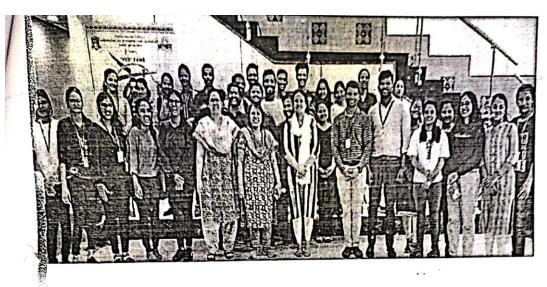
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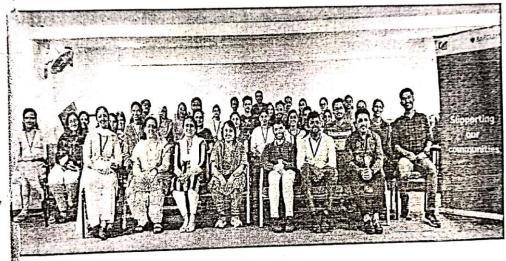






Or. (Mrs.) Sudha Rathod Principal Oriental College Aharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Nevi Managal





Principal Dr. Mrs. Sudha Rathod



Placement cell Incharge Dr. Vandana Jain

Dr. (Mrs.) Sudha Rathod Principal Oriental College o harmacy Plot No. 3, 4 & 5, Suctor-2,

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY



Date: 3rd Jan 2023

NOTICE

This is to inform all the students of Final year B. Pharm, First year M. Pharm and Second year M. Pharm that Placement cell is organizing a seminar "SAS and Related Job Opportunities in Pharma Industries" on Saturday 14th Jan 2023 from 2-4 pm at Seminar Hall.

The session would be conducted by Ms. Anagha Bhatkhande, Director, Statistical Programming, IQVIA, Mumbai.

Concerned students are required to compulsorily attend the same.

Event Coordinator

Placement Coordinator

Dr. Manasi Gholkar

Dr.\Vandana Jain

Dr. Sudha Rathod

Dr. (Mrs.) Sudha Rathod **Principal**

Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2,

Senpada, Navi Mumbal



Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705.

Tel: 27758715/ 27752213 / 27751116 Fax 022-2775759

E-Mail: admin.ocp@oes.ac.in Website: www.ocp.edu.in

Ms. Anagha Bhatkhande

Mobile:- + 91 98208 24020 Res.No.:- + 91 22 2163 4449 E mail: anaghasbhatkhande@gmail.com

BACKGROUND

- A Post Graduate in Statistics from Mumbai University.
- Over 21 years of post qualification experience in Biostats and Programming area in Pharma
- Working in Biostatistics and programming team at IQVIA as a Director Stats and
- Worked in Biostatistics and programming team at Tata Consultancy Services for last 11
- Overall 5 years of experience as a Statistical Programmer in Novartis Pharma.
- Around 2 years of experience as a Biostatistician in Bristol-Myers and Sqibb Pharma.
- Provided inputs to business proposals in Biostatistics and programming area and represented B&P team in different bid defense meetings.
- Certified trainer for conducting client specific trainings.
- Trainer for CDISC standards.
- Mentored Mumbai University students in 2013-14 on SAS and Stats paper as a part of TCS
- Remote Mentoring to Sikkim Manipal University students on Survival Analysis paper.
- Involved in recruitment, training, mentoring of University fresher.
- Completed Six sigma Green Belt Certification.
- Can ensure high quality of deliverables by identifying focus areas and responding proactively to the dynamic business environment.
- Strong leadership qualities with ability to motivate team to achieve targets with focus on
- A member of Board of Studies for Statistics department of Ramnarayan Ruia Collage,
- A member of Board of Studies for the course Post Graduate Diploma in Statistical Software,

EXPERIENCE

IQVIA (July19 – till date) **Director Statistics programming** Overall account management, Customer management.

Tata Consultancy Services (Jan14 – July 19)

Subject Matter Expert and Solution Specialist

Role and Responsibilities

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Senpade, Nevi Mumbal.

- Developed reports required in New Drug Application using literature search.
- Interacted with clinicians to understand the requirement, search Epidemiology studies or approved clinical trial results and provide summary reports in readable format.

Tata Consultancy Services (Dec2010-Dec2013)

Group Lead (Span of control: 70)

Role and Responsibilities

Customer Management:

- Managed customer communication related to engagement level activities.
- Discussed and Developed process maps and identified risks and provided mitigation plan.
- Provided Status Updates for ongoing activities and identified new work areas based on skill set of TCS Programmers.
- Recommended process improvement areas.

Delivery Management:

- Provided quality deliverables through a rigorous metrics based approach.
- Supported recruitment team to identified right talent.
- Trained team members on customer environment, SOPs.
- Managed information flow, workflow process, review and clarification of activities according to regulatory Guidelines.
- Provided leadership and strategic direction to SAS/Stats Programming team at TCS through influence, integration, motivation and optimizing team performance.
- Communicated the business priorities and vision to programming team at TCS in a way that they are able to translate it to their roles.
- Ensured the SAS/Stats Programming team at TCS is aware of the risks, priorities, value and impact of their work and contributions.
- Maintained awareness of internal and external SAS Programming practices.
- Provided general management responsibilities to each Team Lead on the project and ensures they are aware of and perform their area of responsibility, contribution and participation.
- Supported the team leads in review of project timelines and resources in the study plans and monitors the team leads' input to the plans over the course of the studies.
- Evaluated the progress of work with each team lead, identifies issues and decides on corrective actions.
- Chaired team lead meetings, ensuring their preparation, conduct, documentation and follow-up on action points.
- Contributed to activities to improve and maintain the quality and effectiveness of SAS/Stats Programming processes within the function.
- Ensured that the SAS/Stats Programming teams comply with ICH/GCP regulations, guidance documents and SOPs
- Ensured the performance management and personal development of programmers.
- Monitored and track SLAs /Metrics on a project basis.
- Managed Leaves ensuring no billing leakage.

Dr. (Mrs.) Sudhe Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.



- Ensured the adherence to industry standards and regulatory requirements, including but not exclusive to good clinical practices (GCP) and ICH guideline on statistical principles for clinical trials.
- Coordinated and supervised any statistics or programming activities that are
- Validated and reviewed the Statistical outputs, also develop statistical programs if

Novartis Pharma (NICCI) (July 2001- Jan 2006)

Statistical Programmer

Role and Responsibilities

Phase 1 Oncology:

- Developed programs for creating datasets and TLFs on Solid Tumor studies using RECIST guidelines.
- Provided inputs to Tables/Figures/Listing layouts and specifications. Developed macros to create and validate Oncology endpoints data.

Phase 2-3 Clinical trials:

- Developed SAS programs/macros for creation and validation of analysis datasets
- Performed Quality checks to ensure the quality of programmers delivered from
- Tracked and followed up on all issues raised by Jr. Programmers.
- Produced sets, programs and content documentation to meet the demands of regulatory SAS components that will contribute to an electronic submission, including data authorities.
- Provided help in Study Audits.
- Customized the reporting standards for the study within set rules.
- Provided Inputs in Annotation of CRF's, Edit checks, data delivery specifications (Interact with data management team).
- Developed Reports of Exploratory or Post-Hoc Analysis.

Mentoring:

- Reviewed reports generated by Jr. Programmers and resolved all possible queries before sending to customer for confirmation.
- Coaching and mentoring to Jr. Programmers to develop required competencies.

Other Activities

- Working as Member of Board of Studies of Ramnarayan Ruia College. Active Participation in Syllabus Setting for Statistics graduate students.
- Trained Mumbai University students of Post Graduate Diploma in Applied statistics on Application of Statistics using SAS.
- Presented on "Pooling Strategies for CIDSC data" in ISCR conference in 2017

ACADEMICS

Dr. (Mrs.) Sudha Rathod

Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Muribal



ORIENTAL EDUCATION SOCCETY'S ORIENTAL COLLEGE OF PHARMACY

Approved by AICTE, PCI, D.T.E, Affiliated to University of Mumbai & Certified by ISO 9001:2015)



PLACEMENT CELL CO-ORDINATOR PLACEMENT CELL IS ORGANIZING A SEMINAR ON SAS And Related Job Opportunities In Ms. Anagha Bhatkhande Director, Statistical Programming, Pharma Industries" Seminar Hall IQVIA Mumbai. EVENT COORDINATOR Dr. Manasi Gholkar Final Year B.Pharm First Year M.Pharm Second Year M.Pharm 2:00pm – 4:00pm 14th Jan, 2023 Mrs). Sudha Rathod THE

ORIENTAL COLLEGE OF PAHRAMCY .; FINAL Y B PHARMACY STUDENTS 2019-23

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Dr. (Mrs.) Suding Rathou Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Seepade, Nevi Mumbel.

Oriental College of Pharmacy, Sanpada, Nav. Mumbal FIRST YEAR M.PHARM (SEM-I) - (A.Y.2022-23)

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6	LOYA ANUJA RAMESHKUMAR - SAVITRA	Unio
7	MALI CHINMAYI RAJESH - MADHURI	Ochale
8	MANE BHAGYASHRI SHANKARRAO - AARCHANA	100
9	NAIK APURVA SUVARNA - ANIL	+
10	NAIK SAKSHI YASHWANT - YOGITA	Anadh
11	PATIL KOMAL DAGADU - ARUNA	Maril
12	PETKAR KALEEM MAZHAR - RUKHSANA	W. W.
13	SARKAR SWAGATA SHYAM - RITA	-karker
14	SHIVGAN RUPAM DATTARAM - DARSHANA	- Carren
15	THAKUR AMBIKA DILBAG - VANDANA	Makur

Roll.No	Ceutics	Sign
1	AKSHAYA ARAVAMUDHAN - KOUSALYA	Alshaye
2	GUPTA AKASH DILIP - PARVATI Fisher Tenges - Silver	Aksnap
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4	JAISWAR ASEEM RAMSAMUJH - SHARDADEVI	Sadhar
5	KHUSPE ANUJA RAMESH - REKHA	muju
6	PATIL MRUNAL RAJARAM - RAJASHRI	11:21
7	PHARATE RUTUJA AJAY - SANDHYA	- 0
8	PRAJAPATI MANISHKUMAR RAMAJOR - NAGINADEVI	Free
9	PRAJAPATI YOGITA DHARMENDRA - REKHA	(Minor)
10	RANE CHIRAG LAXMIKANT - JYOTSNA	
11	SHAIKH NAUMAAN NAEEM - NILOFFAR	chieco
12	SHINDE SAMIKSHA ANIL - SUJATA	Chambul-
13	SRIVASTAVA ISHITA RAJESH KUMAR - ALKA	3.A.s
14	TAMBOLI JUIE PRITESH - DIPALI	While
15	TIWARI AKASH PARAMHANS - SANGEETA	Jeanbol Hours

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Dr. (Mrs.) Sudha Rathod Principal

Principal Oriental College of Pharmac Plot No. 3, 4 & 5, Sector-2, Seppade, Navi Mandel.



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	Full Name (To be printed on certificate)	Madiha Chikte	Mrunal Rajaram Patil	Shikha Dubey	Prajapati Manishkumar Ramajor	Yogita D Prajapati	Manali Gurunath Mhatre	Kshitija Santosh Petkar	Gupta Kavita Ramashish	RANE CHIRAG LAXMIKANT	Tulsi Ravishankar Gupta	Sandeep Ramesh Prajapati	Komal dagadu patil	Vikas Gupta	ISHITA SRIVASTAVA	Samiksha Anil Shinde	Shaikh Ayesha Bashir	Narsinha magan jadhav	Singh Varshita Jitendra	Jule Pritesh Tamboli	RAJESHREE JADHAV	Akash Paramhans Tiwari	Harshali Prakash Jaiswal	Yadav Manisha Sahendraprasad	Yenare akshay goraksh		Anan Bushra Karim	Borse Jagruu Nimba	Daile College	Pooja Gupta	Alisha Anii Latake	Khan Mohammad Bital Raza	MOHD RAFIK MOHD NAEEM KH. Student B. Pharm final year	Antija Rameshkumar I.oya	Aishwarya Ashok Kunchamwar	Chlnmayi Rajesh Mali	Snehal Surosh Khankal	Nikam Trunal Manohar	Sakshi Naik	Pathan Muzammil Dastagir
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SEMINAR REPORT.

_{jc}: SAS & related Job Opportunities in the Pharma Industry.

The Piacement Cell of Oriental College of Pharmacy, Sanpada, Navi Mumbai had organized a eminar on, 'SAS and related Job Opportunities in Pharma industry' on 14th January, 2023 from 2.00 M. The session was held for the Final Year B. Pharm students, First and Second Speaker for the day.

The concomitant Technical team of The Placement Cell came up with an official flyer and invite on 12th January, 2023. Students had avidly partaken in the seminar.

Stephent Members of the Placement Cell, Ms. Isha Sharma and Mr. Shivam Gupta were anchors for the session. At 2.00 PM sharp, the seminar commenced as the hosts welcomed everyone. The hosts greeted the proficient speaker Mrs. Anagha Bhatkande ma'am, Director of Statistical Programming It IQVIA, Mumbai. Further extending welcome to Honorable Principal - Dr. Mrs. Sudha Rathod ina'am, Placement Cell In charge - Dr. Mrs. Vandana Jain ma'am, Event coordinator - Dr. Mrs. Manasi Gholkar ma'am, Faculty Members and the assemblage. The hosts gave a brief introduction of the speaker - Mrs. Anagha Bhatkande.

Mrs. Anagha Bhatkande ma'am began her oration by introducing SAS, its overview for better understanding of the seminars' objective, its certification process, and the job opportunities. She hen discussed its use in clinical trials. She swiftly touched upon the several stages of clinical trials and the data flow during clinical trials after that. She continued by discussing integration, c disc tandards, primary and secondary data sources, and the acquisition of demographic data. She then ovided examples using some SAS graphs. She continued by describing how SAS can be used to tandle and store enormous amounts of data while gathering patient history.

She further elaborated on tools of the software used for data transformation, analysis, and transfer. She then spoke in detail on the advantages, applications, and limitations of SAS. She then discussed how people are switching to R because it provides results similar to those of SAS but doesn't require a license. She then described each component as she gave us a presentation of how SAS appears. She continued by outlining the two key steps: 1. Data step & 2. PROC step. She also gave an overview of the rnany SAS certifications available online and the hiring criteria that vary as per company. She inlisted several jobs in the Pharma Industry and how SAS evolves over a period of time. With an ingaging Q&A session with the attendees, she concluded her presentation.

Dr. Mrs. Vandana Jain ma'am presented the guest a Certificate of Appreciation as a token of

Or. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sengada, Navi Manhal



ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY



Date: 26th August 2022

NOTICE

All the Students of Final Year B. Pharm, are hereby informed Placement Cell is organizing a session on "Enhance your Career & Employability Quotient" on 30th August 2022 from 1.00 pm to 2.00 pm. This session will be conducted by IBS Marketing Team.

Note:

- 1. The session will be conducted in Final Year Classroom (Room no. 406)
- 2. All the students are required to be present in the classroom 10 minutes before the beginning of the Program.

Principal

Dr.(Mrs.) Sudha Rathod

Dr. (Mrs.) Sudha Rathod **Principal**

Oriental College of Pharma

Plot No. 3, 4 & 5, Secior-2 Saspada, Navi Mumbal

Dr. Vandana Jain

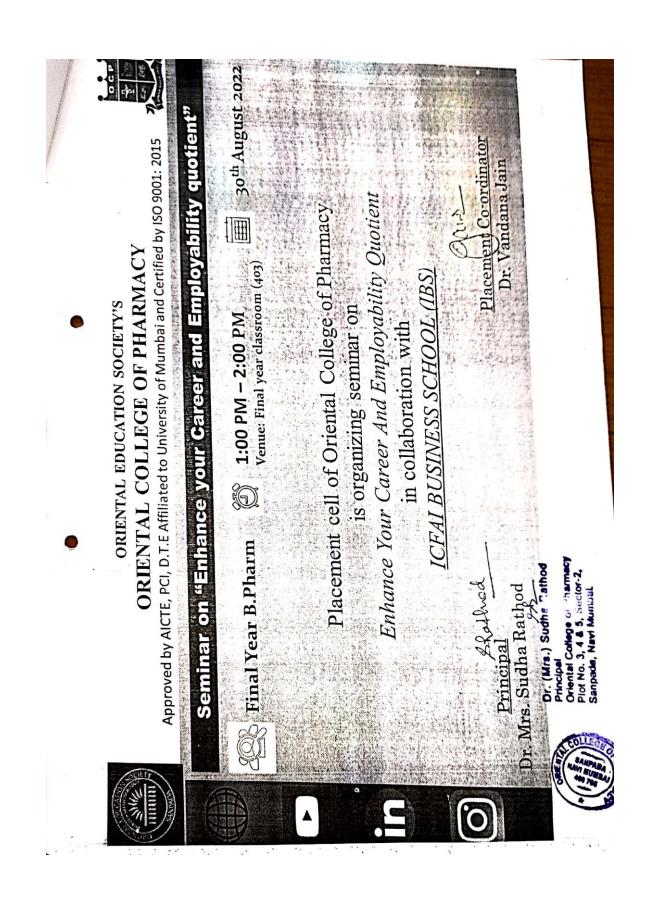
Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705. Tel: 27758715/ 27752213 / 27751116 E-Mail: admin@ocp.edu.in Website: www.ocp.edu.in



TOPICS FOR SKSP

- Personal Effectiveness and Personal Branding for Career and Life Success
- Soft Skills for Personal and Professional Effectiveness .
- Developing Soft Skills for Various Career Profiles
- Making Winning Presentations
- Managing Interpersonal Relations for Career Success
- Preparing an Effective Resume and Delivering an Effective Personal Interview
- Performing Well in the Group Discussion: Knowledge, Articulation and Body Language
- Showing Exemplary Behavior in an Internship
- Writing a Good Project Research Paper
- Developing Your Oral Communication Skills
- Corporate Expectations of Entry Level Professionals- Knowledge, Skills & Behavior
- Managing Conflict in Personal & Professional Life
- Analytics and Digital Competencies for the New Age Graduate
- Emotional Intelligence for Young Minds
- Professional Ethics: An Essential Competence for Career Success
- Developing Your Personality through Extra-Curricular & Co-curricular Activities
- Enhance Your Career & Employability Quotient
- **Building Resilience for Challenging Careers**
- New Career Opportunities in Finance/Marketing/ HR
- Find your Strengths and Areas to Work Upon: Goal Setting Exercise

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.



Enhance your Career & Employa bility Quotiental College of Pharmacy, Sanpada, Navi Mumbal

Oriental College of Pharmacy, Sanpada, Navi Mumbal

Final year B. pharm Student for the A.Y. 2022-23

In 2 pm.

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbel



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67	Yadav Anup Sudarshan	Jayade
68	Yadav Priyanka Sureshchandra	Agron

Dr. V. Jain
36/8/22

Placement cell
coordinator



Dr. (Mrs.) Sudha Rathod Principal

Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

SEMINAR REPORT

Topic - Enhance Your Career and Employability quotient

The Placement Cell of Oriental College of Pharmacy, Navi Mumbai had organized a seminar on, 'Enhance your Career and Employability quotient' in collaboration with ICPAI BUSSINESS SCHOOL (IBS) on 30th August, 2022 from 1.00 P.M to 2.00 P.M. The session was held for Final Year B. Pharm students in Final Year classroom (403) and Dr. Arijit Bhattacharya was invited as the guest speaker for the session.

The creative team of the Entrepreneurship Cell came up with official flyer and invite on 29th August, 2022. Students from Final Year B. Pharm had actively participated in the seminar.

At 1.00 pm sharp, Ms. Tejashri Gunjal, Student Member of The Placement Cell and the host for the session welcomed Principal - Dr. Mrs. Sudha Rathod ma'am, Placement Cell Incharge - Dr. Mrs. Vandana Jain ma'am, speaker for the session - Dr. Mr. Arijit Bhattacharya sir, faculty members - Bharati Gawade ma'am & Vijay Ikale sir & target audience - final year students.

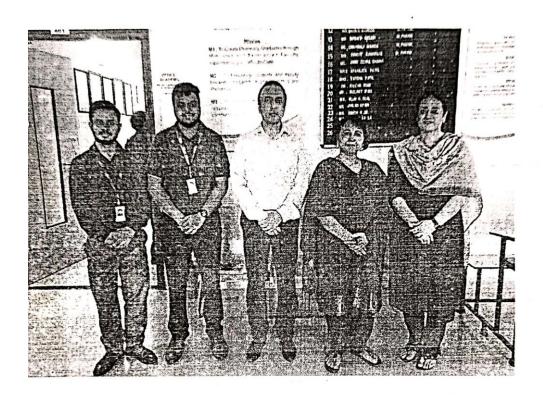
The session commenced by providing a brief introduction about Dr. Arijit Bhattacharya sir by the host. The host mentioned that Dr. Arijit Bhattacharya sir is an industry adept & PhD in management by training. It was also communicated that the speaker - sir is an avid researcher, presenter of numerous research papers and case studies in management conferences. This was entailed by handing over the center-stage to the speaker, respected - Dr. Arijit Bhattacharya sir.

He took off his exclusive lecture by asking the students about their future plans after completing the four-year degree course of B. Pharmacy. Some students shared their future plans, but were skeptical about achieving them. To clear their doubts, sir asked them to enlist qualities and characteristics that they think are highly significant in making a successful career in their future endeavours. In an instant many attendees spoke about different qualities and characteritics. Students were happy to see almost all the qualities they mentioned where included in the PowerPoint slides presented by sir. To make the topic even more clear to the young skeptical minds, sir, made students think of 'all the qualities they have' versus 'all the qualities they need / require to inculcate'. This compare & contrast methodology created self awareness among students & motivated them to imbibe all the lacking qualities which are necessary for the job they wish to seek. In the PowerPoint presentation slides, further were displayed examples of common people who made it to the top inspite of all the hardships they faced, be it financial or physical. Illustrations of dignified leaders, CEOs, actors were shown & students were made to think like them & absorb required qualities from them.

"The overall session was fruitful & interactive through out & worth our time" added a final year student. The session proceeded towards close, as sir welcomed questions from

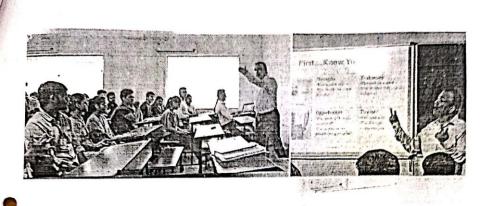


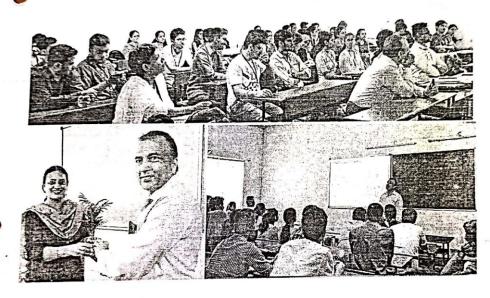
Dr. (Mrs.) Sudha Rathod Principal Oriental College Caharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal. of all the attendees.





Dr. (Mrs.) Sudha Rathod Principal Griental College of harmacy Plet No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal





Principal

Dr. Sudha Rathod

Placement Cell Coordinator

Dr. Vandana Jain 30/8/22

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Sharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

2:25 PM

Oriental College of Pharmacy Mail - Speaker's Profile

Gmail

Vandana Jain <vandana.jain@ocp.edu.in>

Speaker's Profile

¡ɣahul Tiwari <rahul.tiwari@ibsindia.org> To: vandana.jain@ocp.edu.in Mon, Aug 29, 2022 at 3:26 PM

Dear Madam,

Speakers profile

Please find the profile of the speaker who will deliver the session tomorrow.

From: Arijit Bhattacharya <arijit.bhattacharya@ibsindia.org>
Date: Mon, 18 Jul 2022 at 7:45 PM
Subject: Fwd: Bio
To: <rahul.tiwari@ibsindia.org>



Dr. Arijit Bhattacharya has industry experience for over a decade in leading corporations and 11 years of (ongoing) teaching experience in the marketing domain. He has done PhD in management from NMIMS (University, Mumbai. He is an avid researcher and has published numerous research papers and case studies in international research journals and case repositories and also presented research papers in various management conferences. His areas of interest are: Consumer Behaviour, Marketing Communication and Business Analytics.

Regards, Dr. Arijit Bhattacharya Associate Dean (Research) IBS, Mumbai

Regards, Rahul Tiwari IBS Marketing Team Branch Manager 9323727739/9004142659

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Dr. (Mrs.) Sudha Rathod
Principal
Oriental College of Pharmacy
Plot No. 3, 4 & 5, Sector-2,
Sanpade, Navi Mumbel.

Enhance your Career a	Timestamp Email Address 977/2022 11:39:25 harsh.mane@ocp.edu.in	PRINCIPAL DR, SUDHA	COLLEGE OF WHAT AND	Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbai.
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Induction Programme- 2022-23

Topic: Facilities Available for Research Activities

Schedule for Final Year B. Pharm

Date: 10.08.2022

All the Final Year B Pharm students are hereby informed that induction programme has been arranged on Friday, 12th August, 2022 for creating awareness about the various facilities available with the college. This will be helpful in planning & conduction of Practice School & Project work activities. All students are required to take advantage of the same.

Sr	Facility &	1.45 pm-	2.15 pm-	2.45 pm-
No.	Resource Person	2.15 pm	2.45 pm	3.15 pm
1.	Instrument Room: Dr Snehalata Boddu	Batch A	Batch B	Batch C
2.	Animal House: Dr Sayyed Mateen	Batch B	Batch C	Batch A
3.	Machine Room: Ms Aparajita Patil	Batch C	Batch A	Batch B

Attendance is mandatory.

Principal

Class In Charge

Induction Committee

Dr Sudha Rathod

Dr Snehalata Boddu

Mrs Varsha Patil

PRINCIPAL

SORE ... LE CULLEUE UPPHARMACY





Dr. (Mrs.) Sudha Rathod

Principal Oriental College of Pharmacy

Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Numbel

Induction Programme A.Y. 2022-23

Name of The Programme: Instrument room

Date of Conduct:12/8/22

Participant Students (FY/SY/TY/M Pharm): Final year B.Pharm

Purpose: Demonstration of instruments in instrument lab

Resource person/s : Dr Snehalatha boddu

Brief Summary of the session: "Demonstration of instruments in instrument lab"

An induction Programme for final year B.Pharm students was organized on 12/8/22 from 1:45-3:15 by Dr Snehalatha boddu, class incharge final yar B.Pharm. A total of 56 participants took the benefit of the session. She enlightened the students about working of Img electronic balance, UV Spectrophotometer, HPLC, HPTLC, pH meter, FTIR etc. She also instructed students to enter student details and time in logbook. The session was very informative for students. The induction program was coordinated by Dr Mrs Snehalatha Boddu. Associate professor, OCP.

Batch A: 1:45-2:15pm

Batch B: 2:15-2:45pm

Batch C:2:45-3:15pm



Resource Person/ Faculty in Charge DR SNEHALATHA BODDU



Principal DR SUDHA PATHOD

PRINCIPAL ORIENTAL COLLEGE OF PHARMACY

Dr. (Mrs.) Sudla Rathod **Principal** Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

GENTAL EDUCATION SOCIETY'S

ORIENTAL COLLEGE OF PHARMACY

Approved by AICTE, PCI, D.T.E., Attiliated to University of Mumbai & Cortified by ISO 8001 2008)



REPORT OF

INDUCTION PROGRAM FOR FINAL YEAR B. PHARM

12th August 2022

The induction program was organized for the final year B. Pharm students to make them aware about the facilities available in the college. The program is conducted to help the students to select the research projects under Practice School activity & 8th Sem project work.

The students visited animal house of the college which is located on 2nd floor.

Dr. Sayyed Mateen, Associate Professor, Dept. of Pharmacology conducted the induction session for Animal house facility

He introduced the different areas of animal house with their applicability & importance.

The guidelines of CPCSEA & IAEC were explained to students.

The students were also made aware about the different types of research activities conducted in animal hou



Final year B.pharm Student for the A.Y.2022-23

INDUCTION PROGRAMME- Academic Activities

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Murabal.



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(. EC SAFINALATHA RODAN)
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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Charmery Plot No. 3, 4 & 5, Sector-2, Seepade, Navi Maradal. iental College of Pharmacy, Sanpada, Navi Mumbai inal year B.pharm Student for the A.Y.2022 23

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Enstrument room Date: 12/8/22

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> Dr. (Mrs.) Sudha Rethod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sangada, Navi Mumbal.



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Signature (. DR SNEHALATHA RODDU)

Dr. (Mrs.) Sudha Rathed Principal Oriental College of Pharmany Plot No. 3, 4 & 5, Sector-2, Seapade, Navi Mumbal.







Date: 24th June 2022

NOTICE

This is to inform all the students of Final Year B. Pharm that Placement cell is organizing 4 days workshop on "Personality Development/Employability Skills development program" from 12-15th July 2022 from 9.30-4.30 pm.

The training program is based on Barclays "Life Skill" program in collaboration with Rubicon.

Attendance is compulsory for the all the students.

Principal and Convenor

Dain _

Placement Cell Coordinator

Dr. Sudha Rathod

Dr. (Vandana Jain

Or. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2. Sampada, Navi Musebal



Plot No. 3.4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai - 400705.

Tel: 27758715/ 27752213 / 27751116 Fax 022-2775759

E-Mail: admin.ocp@oes.ac.in Website: www.ocp.edu.in





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1

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Tel: 27758715/ 27752213 / 27751116 Fax 022-2775759

E Mail: admin.ocp@oes.ac.in Website: www.ocp.edu.in



Vandana Jain <vandana.jain@ocp.edu.in>

Proposal : Barclays "Life Skill" Program in Collaboration with Rubicon | OCP

Connect with Work < cww@ajantatech.com>
To: Vandana Jain < vandana.jain@ocp.edu.in>

Mon, Jun 20, 2022 at 3;45 PM

Barclays "Life Skill" Program in collaboration with

Rubicon

Respected Vandana Ma'am,

Greetings from Rubicon...!

It is my pleasure to introduce Rubicon: Rubicon was incepted with a dream of a world where every youth has the power to transform lives for themselves and others around them. We strongly believe that every youth has the potential to make a difference in their personal lives as well as the community around them. We build competencies which would help youth seek careers and prosper in their careers of choice. We bring excitement into learning by developing and harnessing, their curiosity and intrinsic motivation for learning.

Barclays "Life Skill" Program in collaboration with Rubicon as an implantation partner and Rubicon Foundation: as an NGO partner aims at improving the employability skills of the youth. Under this program, students will be trained by Corporate Trainers to enhance their life skills which would help them significantly to increase their chances of succeeding in a job interview. This program is being launched with a limited no of colleges in India.

We are looking forward to partner with your institute and plan to run the below

initiatives:

1. 24-Hrs, classroom capsule training program based on Interview Skills, Soft Skills & Person Development (Details mentioned below & training outline document attached).

Topic which will be covered during the training program is attached in the mail with the name "Training Outline".
 Dr. (Mrs.) Sucha Rathod

The batch size required would be 50 students.

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmas Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbai.



- The duration of training can be 6 to 8 hours per day.
- College can have multiple batches for training at the same time on the same dates.
- Rubicon will provide corporate trainers as per the number of batches.
- We are aiming to train final and pre-final year students only under "Life Skill Training Program".
- 2. Industry visit of students at Barclays Office in Delhi & Noida which is applicable to the colleges of Delhi NCR only. (Details is attached in the attachment).
- Students will interact with Barclays Managerial position employees, get their queries answered on career options, career growth and latest trend in the industry.
- It will be a two-hour session from 2 pm to 4 pm.
- We required 15 confirmed students per batch to visit.
- We are aiming to train final & pre-final year students only under "Life Skill Training Program".
- 3. Virtual Session with Barclays which is applicable to the colleges outside Delhi NCR.
 - Virtual Session is exposure and interactive session between the students and Barclays Managers.
 - During the session, students get the chance to interact with the manager of Barclays who carries rich experience in the industry.
 - Virtual Interactive Session cover the below topics:
 - Organizational Structure.
 - Public Speaking.
 - Presentation Skills.
 - · E-mail Etiquette.
 - Grooming.
 - Group Discussion.
 - Personal Interview.
 - Assessment will be conducted on Group Discussion and Personal Interview.
 - We are aiming to train final & Pre-final year students only under "Life Skill" Training Program.
- 4. Placement Assistance in MNCs PAN India locations.
- 5. Post Placement Mentoring and Career Counseling for one year.

Look forward to working with your esteemed institution.

Thanks & Regards,

0

Team Life Skill, Pune

2 attachments

Training Outline.pdf

Campus Offline Registration format.xlsx

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2.

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Rubicon Training Outline

0

THE WORLD	New Hir	e Training/ Personality Development/ Employability Skills	
No.	Topic		
1	Expectation setting	Learning Objectives	Duratie
2	Ice breaking	To learn Industry expectations from freshers	1
3	Organizational Structure	To know more about the trainer & candidates	1
4	SWOT Analysis	To learn Organizational structure	2
5	Corporate Jargons	To identify their Strength/Weakness/Opportunities/ Threat	2
6	Public Speaking	To learn most commonly used words in corporates	
7	Presentation Skills	To eliminate stage fear	1
S. C.	E-mail Etiquette	To articulate your thoughts through Power point presentation	2
9	Grooming	- Hall Writing skills	2
10	Body language	Dress to impress/ Proximity/ Personal hygiene/	2
11	Telephone Etiquette	10 learn positive body language	2
12	Group Discussion	To handle telephonic round of interview/ To learn call mechanics	1
13	Personal Interview	The states public speaking chille	2
	r ersonal interview	To perform well during interviews	2
		Total	4
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	6 hr >	<4 days offline - Second need A July -	
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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sampade, Navi Mumbai.

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY





Date: 22th June 2022

To.

The Managing Authority, Oriental College of Pharmacy, Sanpada.

Dear Sir,

We require seminar hall from 12th July 2022 to 15th July 2022 at 99.00 AM — to 05.00 PM to conduct soft skill development Lecture of B. Pharmacy.

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Gerry



Dr. (Mrs.) Sucha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Saspeda, Navi Mumbal.

Plot No. 3,4 & 5 Sector -2. Near Sanpada Railway Station, Sanpada, Navi Mumbai - 400705. Tel: 27758715/ 27752213 / 27751116 Fax 022-2775759 E-Mail: admin.oep@oes.ac.in Website: www.oep.edu.in

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41	RF0317193	Ramugade Silweta Maxid	8459416234 Male	swaruprauntza@emenicom	
42	RF0317194	Rathi Swarup Pradeep	6005805743 Male	Aamirkhursheedkawa@gillali.com	7289 1734 9930
43	RF0317195	Rawa Aaniir Khursheed	8104 9 96575 Female	snehasampate2@gmail.com	7695 0171 7610
44	RF0317196	Sampate Sneha Balaji	8433893784 Female	naazreinfatima961@gmall.com	
15.5	RF0317197	Sayyed Naazrieen Affab	7666959023 Male	shahharsh141200@gmail.com	
46	RF0317198	Shah Harsh Sanjay	7656827778 Female	heena.shaikh786786@gmail.com	97144847 9821
47	RF0317199	Shaikh Heena Sattar	79770473 Female	saziyashaikh8428@gmail.com	1
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	DE0317202	Shitla Patwa Prasad Santram	9001140010	singhaanand460@gmail.com	
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54	RF0317206	Sonawane Pratik Prakasn	9004854271 Female	ravina.tak22@gmail.com	
55	RF0317207	Tak Ravina Babulal	9867287443 Female	alfitamboli2001@gmail.com	
26	RF0317208	Tamboli Alfiya Altaf	8454016384 Male	apporv999333@gmail.com	
52	RF0317209	Thakur Apoorv J.	912717711 Male	priyankdon7@gmail.com	CANDALCT CHOS
85	RF0317210	Tiwari Priyank Ramsagar	0078754447 Male	mohittupone52@gmail.com	+4534 +4 10 100
29	RF0317211	Tupone Mohit Vilas	0127078337 Male	imassu4545@gmail.com	91473403 1649
09	RF0317212	Upadhyay Ashish Dinesh	7718014962 Male	ratnabam999@gmail.com	70101010
61	RF0317213	Verma Ratnesh Kumar Brimsen	8828763908 Female	priyankayadav0732@gmail.com	2016 16-24 18-48
69	RF0317214	Yadav Priyanka Sureshchandra	9423956700 Female		
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99	RF0317218	Tiwari Sakshi Aliu	9967907761 Female		
19	RF0317219	Pal Shilpa Shivshankar	8425054577 Female		
68	RF0317220	Rajbhar Pinky Ashok			

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sempede, Nevi Mumbel.



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Report on Life Skills Training Program

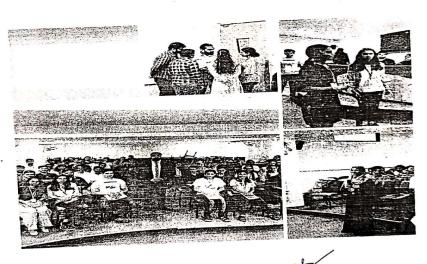
12th -15th July 2022

The Placement Cell of Oriental College of Pharmacy organized 4-days workshop for Final Year B. Pharm students on 'Personality Development/Employability Skills development program' from 12th-15th July 2022 from 9.30 am-4.30 pm. The training program was based on Barclays 'Life Skill' program in collaboration with Rubicon.

Glimpses of Day 1

At 9.30 am sharp, Dr. Vandana Jain, Placement Cell In-charge of OCP and the host for the workshop welcomed the speaker Mr. Atul Shinde and all the attendees. Dr. Vandana Jain introduced the speaker to the attendees. This was entailed by handing over the center-stage to the speaker Mr. Atul Shinde.

Mr. Atul Shinde shared that Life Skills are essential for a blissful life. He shared the various dimensions of Life Skills, including Communication Skills, Presentation Skills, Organizational structure, etc. He urged the youth to Learn to Appreciate and Make it a Habit. He also interacted with the students in the session about various dimensions of Life Skills. He also explained about email writing skills and grooming etiquette.





Dr. (Mrs.) Sucha Rathod Principal Oriental College of Pharmacy Ptot No. 3, 4 & 5, Sector-2, Seapede, Navi Mumbal.

Fredback

Report on Life Skills Training Program

12" -15" July 2022

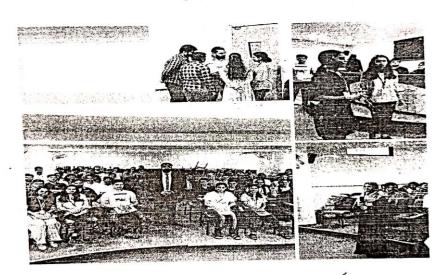
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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

Glimpses of Day 2

1

Self-realization is must in today's scenario. A person has to be aware of his/her strengths and weakness. On day 2, Mr. Atul Shinde explained the importance of self-realization. He asked each student about his/her strengths and how to improve them. The students performed various activities which helped them to know their strengths and areas of improvement. He also dealt with Stage fear. Mr. Atul Shinde organized various activities for the students to overcome the stage fear which really helped them a lot. He also discussed about Resume writing and various aspects of resume format.

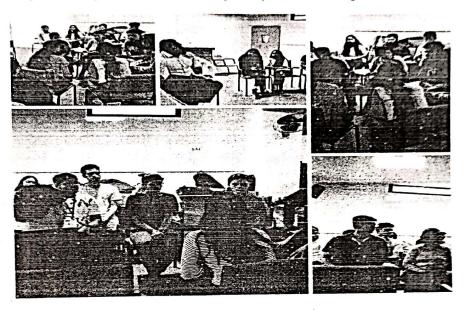




Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

Glimpses of Day 3

Communication and Confidence play an important role in shaping an individual's life, personal as well as professional. On day 3, Group discussion activity was carried out. The speaker divided the students into groups and gave them a topic. Each student shared their views and opinions on the given subject. This helped the students to communicate and to put their views confidently. The speaker also explained about the Goal setting techniques and Time management.



Glimpses of Day 4

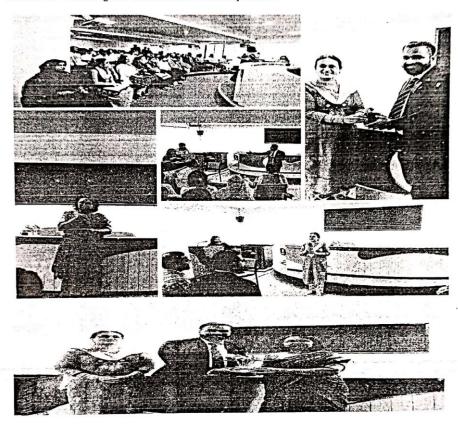
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Day 4 was focussed on Interview Skills. The speaker conducted a mock interview for the students to give them first- hand experience of actual interview process. After the interview session, Mr. Atul Shinde explained about do's and don'ts of the interview. He covered the important questions generally asked in a Job interview, challenging or tough questions and ways to handle them. Further, he highlighted common errors people make during interviews. At the end of the workshop a valedictory function was held where Dr. Sudha Rathod, Principal of Oriental College of Pharmacy delivered an inspiring speech for the students. She further



Dr. (Mrs.) Sudha Rathod Principal Oriental Cellegs of Pharmacy Plot No. 3, 4 & 5, Sector-2, Senpada, Nevi Munibal felicitated the speaker for the 4 days workshop, Mr. Atul Shinde. The speaker also shared his views and feedback of the workshop.

Dr. Vandana Jain, the Placement Cell In-charge, concluded the workshop by delivering the vote of thanks and acknowledging all the attendees and the guest speaker to have graced the event. The workshop overall was a great success. The students were highly optimistic at the end of the session and were delighted with this remarkable experience.



Placement Committee
Dz. Vandana Jain &
Mrs. Aparajile P.

Principal
Dr. Sudha Rallod.

Dr. (Mrs.) Sucha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Scapade, Navi Munibal

RSD-Attendance Sheet

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	Oriental College of Pharmacy, Sanpada, Navi Mumbai, Maharashtra
Name of College	**Connect with work **Communication and Employability Skills (Interview Skills)
Title of Event	
	12 th -15 th July 2022
Location of Event	Oriental College of Pharmacy, Sanpada, Navi Mumbai, Maharashtra
Trainer Name	Mr. Atul Shinde

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		Contact	Email ID	Day 1	Day 2	Agr. whole	House le les
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ORIENTAL COLLEGE OF PHARMACY, SANPADA

12th July 2012-

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2	Chaurasiya Sejal Brijesh	scial	36	Nemade Soham Shailesh	Sir sur
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7	Ghanghav Shruti Prakash			Pandey Sweta Santosh	Sweta
8	Gohri Vaishnavi Ishwarlal	02	42		Caray
9	Gupta Akash Omprakash	Migh	43	Pathak Mritunjay Kalika	Campy
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11	Gupta Tulsi Ravishankar	Correct Town	45	Ramugade Shweta R.	NIS
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16	Jaiswal Vishal Arunkumar	Vista.	50	Shah Harsh Sanjay	Dui-
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Day 2 13th July 2022

ORIENTAL COLLEGE OF PHARMACY, SANPADA

Roll	Final Year B.Pharma		Roll		T	1
No	Name	Sign	No	Name	Sign 4	
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ORIENTAL COLLEGE OF PHARMACY, SANPADA

Day 3 - 14th Tuly 2022

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33			DK =	Masav Anup Sudarshan	S Jarri W.

Day 4: 15/7/22

ORIENTAL COLLEGE OF PHARMACY, SANPADA

-	Final Year B.Pharma	cy (Sem-VII) -	(A.Y.	2022-23)	
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1	Bhoir Dipesh Arjun		35	Nainapatruni Ashwin S.	
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8	Gohri Vaishnavi Ishwarlal		42	Pandey Sweta Santosh	Bucker
9	Gupta Akash Omprakash		43	Pathak Mritunjay Kalika	Palmate
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FEEDBACK

Day 4: 15/7/22

ORIENTAL COLLEGE OF PHARMACY, SANPADA

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ORIENTAL EDUCATION SOCIETY'S

ORIENTAL COLLEGE OF PHARMACY

(Approved by AICTE, PCI, D.T.E., Affiliated to University of Mumbai & Certified by ISO 9001:2008)



Induction Programme A.Y. 2022-23

Name of The Programme: Induction on Summer Internship in T.Y.B.Pharm.

Date of Conduct: 11th July 2022

Participant Students: Third Year B.Pharm.

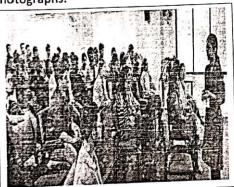
Purpose: To acquaint the students about 1 month industry/ hospital internship in

T.Y.B.Pharm. after Sem VI exams (May/June training)

Resource person: Mrs. Aparajita Patil

Brief Summary of the session: Mrs. Aparajita Patil, Internship In-charge informed the students that 1 month industry/ hospital internship during T.Y.B.Pharm. is mandatory for fulfilment of B.Pharm degree. It is part of the curriculum as stated by the PCI. She explained the mentor-mentee system of the institute where the mentor arranges opportunities for the students. Considering the increasing number of students and paucity of available Opportunities, she encouraged the students to be proactive in approaching various firms and seeking prospects on their own. She also asked the students to start working on their soft skills, personality development and to keep a well drafted resume ready at hand. Students listened keenly and interacted well during the session.

Photographs:



Submitted By Aparajita Patil

Dr. (Mrs.) Sudha Rathor **Principal** Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2 Saspede, Navi Kumbal



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	Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2,	() S





Induction Programme A.Y. 2022-23

Name of The Programme: Induction on Campus Recruitment (Placement)

Date of Conduct: 5th July 2022

Participant Students: Final Year B.Pharm.

Purpose: To familiarize the students with the process of Campus Recruitment

Resource person: Dr. Vandana Jain and Mrs. Aparajita Patil

Brief Summary of the session: Dr. Vandana Jain, Placement In-charge guided the students on the Campus Recruitment process. She gave an overview of the recruitment process comprising of CV writing, telephonic interview, personal interview, aptitude test and more. She also taught students basics of professional behaviour and certain do's and don'ts for an aspiring candidate. Students listened keenly and interacted well during the session.

Photographs:







Principal

Resource Person

rson Qar Pati

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705 Tel: 27758715/ 27752213 / 27751116

E-Mail: admin@ocp.edu.in Website: www.ocp.edu.in

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Membal. Oriental College of Pharmacy, Sanpada, Navi Mumbai Final year B. pharm Student for the A.Y.2022-23

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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Marcool.

ORIENTAL COLLEGE OF PHARMACY ORIENTAL COLLEGE OF PHARMACY



Induction Programme- 2022-23

Topic: Commencement of Academic Activities

Schedule for Third Year B. Pharm

Date: 05.07.2022

Sr No.	Time	Resource Person	Topic
1.	1.45 pm- 2.15 pm	Dr Sudha Rathod	Introduction to Our Institution
2.	2.15 pm-2.45 pm	Ms Sanie Zehra Shaikh	Rules & Regulations Regarding Conduct of the Students in College Premises
3.	2.45 pm-3.15 pm	Mr Vijay Ikale	Preparation for GPAT examination
4.	3.15 pm-3.30 pm	Ms Jhilika Singh	Student Grieveance Redressal Portal
5.	3.30 pm - 4.00 pm	Ms Aparajita Patil	Summer Training Placements
6.	4.00 pm- 4.15 pm	Ms. Swarnali Manick	DLLE Activities

Principal

Class In Charge

Dr Sudha Rathod

FETTGIFALT

Ms Aparajita Patil

Ms Sanie Zehra Shaik

Induction Committee

Mrs Varsha Patil

Dr. (Mrs.) Sudha Rathod

Principal

Oriental College of Pharmacy Plot No. 3, 4 8 5, Sector-2, Sanpada, Navi Municid

EDUCATION SOCIETY'S ENTAL COLLEGE OF PHARMACY

AICTE, PCL D.T.E., Affiliated to University of Mumboi & Certified by ISO 9001.2003)



Induction Programme A.Y. 2022-23

Name of The Programme: Induction on Campus Recruitment (Placement)

Date of Conduct: 5th July 2022

Participant Students: Final Year B.Pharm.

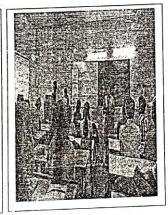
Purpose: To familiarize the students with the process of Campus Recruitment

Resource person: Dr. Vandana Jain and Mrs. Aparajita Patil

Brief Summary of the session: Dr. Vandana Jain, Placement In-charge guided the students on the Campus Recruitment process. She gave an overview of the recruitment process copprising of CV writing, telephonic interview, personal interview, aptitude test and more. 3 She also taught students basics of professional behaviour and certain do's and don'ts for an aspiring candidate. Students listened keenly and interacted well during the session.

Photographs:







Principal

Resource Person

Plot No. 3,4 & 5 Sector -2, Near Sanpada Railway Station, Sanpada, Navi Mumbai – 400705. Tel: 27758715/ 27752213 / 27751116

E-Mail: admin@ocp.edu.in Website: www.ocp.edu.in

Dr. (Mrs.) Sudha Rathod

Oriental College of Pharmacy Principal Plot No. 3, 4 & 5, Sector-2,

Oriental College of Pharmacy, Sanpada, Navi Mumbai Final year B.pharm Student for the A.Y. 2022-23

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INDUCTION PROGRAMME- Academic Activities - Placemen	t	Cell

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Dr. (Mrs.) Sudhe Rethod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumicol.



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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plet No. 3, 4 & 5, Sector-2, Sanpeda, Navi Mumuci.



Induction Programme A.Y. 2022-23

Name of The Programme: GPAT Induction Programme

Date of Conduct: 07 July 2022

Participant Students (FY/SY/TY/M Pharm): Third Year B.Pharm

Purpose: To get knowledge of competitive exams in pharmacy

Resource person/s : Mr. Vijay Ikale

Brief Summary of the session:

The GPAT induction programme was planned to inspire the students for upcoming GPAT 2023 exam. A brief and detailed presentation was given by Mr. Vijay Ikale sir. Following points are the highlights

- 1. Syllabus
- 2. Books
- 3. Test pattern
- 4. Cut off
- Top colleges
- 6. Course material

Photographs:



Resource Person/ Faculty in Charge

PER TEAL " Unit 1941 000 S. COFFEE LANDSV

Dr. (Mrs.) Sudha Rathod **Principal** Oriental College of Pharmacy Plot No. 3, 4 & 5, orctor-2,

Senpade, Navi Mumical

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY ORIENTAL COLLEGE OF PHARMACY ORIENTAL COLLEGE OF PHARMACY



Report of the Induction Activity

Name of The Programme

: Introduction to Our Institution

Date of Conduct

: 5th July 2022

Participant Students

: Final Year B Pharm

Purpose

: To make the student aware about the

achievements & unique features of the

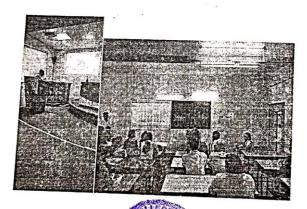
Institute

Resource person

: Dr Sudha Rathod, Principal

Brief Summary of the session :

The Principal introduced the students to various aspects of the Institution-milestones in its growth, rankings (NIRF), grants, publications etc. Special emphasis was on the laboratory facilities & availability of quality instruments for research. She urged the students to utilize them to the maximum.



Patil

Resource Person/ Faculty in Charge

Dr. (Mrs.) Sudha Rethod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbel. HV

Principal

. PRINCIPAL ONIENTAL COLLEGE OF PHARMACY

1/22

Oriental College of Pharmacy, Sanpada, Navi Mumbai Final year B.pharm Student for the A.Y.2022-23

Roll No.	Name - Acade	mic Activities - Dr. Sudha Rathod
1	Name Bhoir Dipesh Arjun	Sign
2		man
3	Chaurasiya Sejal Brlesh	scial
	Chikte Madiha Gayasuddin	Militete
4	Chowdhari Sadiya Gulam Murtuza	,
5	Dubey Avantika Pramod	
6	Dubey Shikha Omprakash	Shills
7	Ghanghav Shruti Prakash	xtrush .
8	Gohri Vaishnavi !shwarlal	
9	Gupta Akash Omprakash	skath
10	Gupta Kavita Ramasish	
11	Gupta Tulsi Ravishankar	AND -
12	Gupta Vikas Suresh	AAI
13	Jadhav Narsinha Magan	75
14	Jadhav Rajashree Janardhan	Rium
15	Jaiswal Harshali Prakash	Harshali.
16	Jaiswal Vishal Arunkumar	16520
17	Khan Bushra Karim	Rushan
18	Khan Mohammad Hami Rashid	Munchan
19	Khan Mohd Juned Jan Mohd	June
20	Khan Mohd, Bilal Raza Tanvirul	Rilation
21	Khan Mohd. Rafik Mohd. Naeem	Claran
22	Khan Mohd. Sahil Jahid	Datie
23	Khankal Snehal Suresh	Kharkal
24	Kothari Komal Suresh	Klouned
25	Kumar Sunil Gopal Dass	
26	Kurmi Shubham Kumar Suresh	Glandhan
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28	Mathur Subhendu	
29	Mishra Deepak Santoshkumar	Alguna
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32	Mukadam Javeria Farooque	Javeria
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j.,*	Nadar Alex vingston Michandes	10
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36	Nemade Soham Shailesh	8/2
37	Nishad Anish Devendra	Anistrod.
38	Pal Shilpa Shivshankar	
39	Panchal Ja.:navi Rajendra	Chambrell .
40	Pandey Roli	000
41	Pandey Shweta Santosh	Dr. (Mrs.) Sucha Rath
42	Pandey Sweta Santosh	Principal Principal
43	Pathak Mritunjay Kalika	Onental College of Pharm
44	Rajbhar Pnky Ashok	WIDT NO. 3, 4 & 5, Sector-
45	Ramugade Shweta Ravidranath	Sanpada, Navi Membal
46	Rathi Swarup Pradeep	A de la constant de l

Page **82** of **411**





Notice

All the members of soft skill development committee are hereby informed that there will be a committee meeting today (05/11/2019, Thursday) at 3:00 pm.

Agenda of the meeting:

- 1. Regarding soft skill development training for the students.
- 2. Soft skill development from Rubicorn.
- 3. Final Schedule.
- 4. Preparation of budget and their approval.
- 5. Other

Prepared By:

Dr. Mufassir Momin-Member Secretary

Principal

Dr. Mrs. SudhaRathod

PRINCIPAL --

Dr. (Mrs.) Sudha Rathod Principal

Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2,

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY

(Approved by AICTE, PCL D.T.E., Affiliated to University of Mumbel & Certified by ISO 8001.2008)



Minutes of Meeting

- 1. Meeting was held on $05^{\rm th}$ Nov 2019 at 3:00 pm in Mr. Kar Sir cabin.
- 2. Discussion were done regarding soft skill development for the students.
- 3. Budgets were prepared by Mr. Kar sir.
- 4. Preparation of Banners and Mementos were done by Dr. Mufassir Momin
- 5. Design and preparation of certificates was done by Dr. Mufassir Momin.
- 6. Final approval of budget from the management will be done by Mr. Kar sir.
- 7. Schedules were finalized from mutual communication with Rubicon.
- 8. Certificates will be issued to all the participants.
- 9. Separate certificate will be issued to the speakers from Rubicon.
- 10. Design of banner was updated from the consent of Rubicon
- 11. 90 certificates will printed as decided in the meeting.

Prepared By:

Dr. Mufassir Momin- Member Secretary

Principal

Dr. Mrs. SudhaRathod

PRINCIPAL ... ORIEMAL COLLEGE OF PHARMACY

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2,

ORIENTAL COLLEGE OF PHARMACY

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Attendance for the meeting of soft skill development held at 05/11/2019

Sr. no	Name	Signature
1.	Dr. Mufassir Momin	az
2.	Mr. S. K Kar	Ment
3.	Dr. Nutan Rao	(July)
4.	Mrs. PushpalataChaughle	thay.

Prepared By:

Dr. Mufassir Momin-Member Secretary

Principal

Dr. Mrs. SudhaRathod

ORIENTAL CULLEGE OF PHARMACY

Dr. (Mrs.) Sudha Rathod Principal Oriental College or Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

ENTAL EDUCATION SOCIETY'S

RIENTAL COLLEGE OF PHARMACY





Soft Skill Development Committee Odd Semester: 2019-20 Committee Report as on 5th November 2019

Sr.no	Members	Signature
1	Dr. (Mrs.) SudhaRathod	Shathart
2	Dr Mufassir Momin- Member Secretary	de_
3	Mr. S. K. Kar	Norw.
4	Dr. Nutan Rao	1.40.
5	Mrs. PushpalataChougule	Thous

Activities done:

- Four days Certificate Professional Programs by Institute of Pharmaceutical Education and Research (IPER) - Pune Pvt. Ltd - on "Career Guidance" (referred by Dr. Borande)..... Proposal submitted, but not accepted by Management.
- Meeting was held with Mr. S.K. Kar, Dr. Amjad Ali and Mr. Imtiyaz Ansari regarding soft skill development training from Rubicorn in the month of November.
- Students Skill development session for 4 days (2nd Dec.2019-5th Dec. 2019) is organised. The session will be carried out by Rubicon Specialist Institutional Business as "Connect with Work- under Corporate Social Responsibilities scheme". This is free of cost.
- Banners and certificates were designed as per the common discussion done during the meeting.

Prepared by

Dr. Mufassir Momin -Committee's Member Secretary.

Principal

Dr. (Mrs.) Sudha Rathod

ORIENTAL COLLEGE OF PHARMA

Dr. (Mrs.) Sudha Rathod Principal

Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2

Plot No 3,4,5, Sector - 2, Near Sanpada Railway Station, Sanpada, Nath Manhoai - 400705.

Tel.: 27758715 / 27752213 / 27751116 Fax: 022-27757159 E-mail: admin.ocp@oes.ac.in Website: www,ocp.edu.in

ORIENTAL EDUCATION SOCIETY'S

ORIENTAL COLLEGE OF PHARMACY

(Approved by AICTE, PCL D.LE., Affiliated to University of Mumbos & Certified by ISO 9001 2009)



Notice

All the members of soft skill development committee are hereby informed that there will be a committee meeting today (17/10/2019, Thursday) at 3:00 pm.

Agenda of the meeting:

- 1. Regarding soft skill development training for the students.
- 2. Selection of speakers for the soft skill development.
- 3. Communicating Rubicorn.
- 4. Dates for the training.
- 5. Preparation of budget for the training.

6. Other

Prepared By:

Dr. Mufassir Momin-Member Secretary

Principal

Dr. Mrs. SudhaRathod

PRINCIPAL ONE PHARMACY

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Piot No. 3, 4 & 5, Sector-2,

Sanpada, Navi Mumbal.

ORIENTAL EDUCATION SOCIETY'S ORIENTAL COLLEGE OF PHARMACY (Approved by AICTE, PCL D.T.E., AHBissied to University of Murphal & Certified by ISO 8001.2008)



Attendance for the meeting of soft skill development held at 17/10/2019

Sr. no	Name	Signature
1.	Dr. Mufassir Momin	000
2.	Mr. S. K Kar	Mar
3.	Dr. Nutan Rao	Julan.
4.	Mrs. PushpalataChaughle	(B) Mary

Prepared By:

Dr. Mufassir Momin- Member Secretary

Principal

Dr. Mrs. SudhaRathod

PERICIPAL --OFIERTAL CULLEGE OF PHARMACY

Dr. (Mrs.) Sudha Rathod Principal

Oriental College of Pharmacy Piot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbal.

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Date: 18/10/2019

Minutes of Meeting

- 1. Meeting was held on 17th Oct 2019 at 3:00 pm in Mr. Kar Sir cabin.
- Discussion were done different soft skill development for the students.
- Mr. Kar sir has informed regarding the proposal to Rubicorn for the soft skill development for the students of Final year B Pharm and Finl M Pharm students.
- Kar sir has informed that ass per the discussion with the Rubicorn team, six days training program will be scheduled which will be approved from the management of OCP.
- Other members of the committee had also given some suggestion regarding the program and the topic to be covered for the training.
- 6. Kar sir has given the list of topics to be covered by the Rubicorn team as Expectation Setting / Ice Breaking, Organizational Structure, SWOT Analysis, Public Speaking, Presentation Skill, E-mail Etiquette, Grooming, Body Language / Telephone Etiquette, Group Discussion, Personal Interview, as discussed by the rubicorn team.
- 7. Kar sir has also mailed and communicated with the team, regarding schedule, timing and date.

Date of another meeting was decided to be held on 5th Nov 2019.

Prepared By:

Dr. Mufassir Momin- Member Secretary

Principal

Sterling

Dr. Mrs. SudhaRathod

PRINCIPAL ORIENTAL COLLEGE OF PHARMACY

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbal.

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To Ms. SruchiMench Rubicon Specialist Institutional Business +91 7767881406

Subject: Rubicon's "Connect with Work"- Program as CSR

Dear Madam

In response to your proposal on Rubicon's "Connect with Work" Program, supported by Barclays aims at improving the employability skills of the youth, where students will be trained by Corporate Trainers to enhance their Life skills which would help them significantly to increase their chance of succeeding in a job interview.

After discussion with you, we propose the following schedule where 24 hrs. program will be distributed equally in 6 days' post lunch session. Kindly go thru the proposed schedule and give your comments on possible dates.

Proposed 6 days Schedule is:

Day	Date	From To	Training Topics	Hrs	Corporate Trainer
_		1.00 pm to 3.00 pm	Expectation Setting / Ice Breaking	2	
Day-1		3.00 pm 5.00 pm	Organizational Structure	. 2	
		1.00 pm to 3.00 pm	SWOT Analysis	2	
Day-2		3.00 pm 5.00 pm	Public Speaking	2	
		1.00 pm to 3.00 pm	Presentation Skill	2	0,000
Day-3		3.00 pm 5.00 pm	E-mail Etiquette	2	
		1.00 pm to 3.00 pm	Grooming	2	
Day-4		3.00 pm 5.00 pm	Body Language / Telephone Etiquette	2	
		1.00 pm to 3.00 pm	Group Discussion	. 5	
Day-5		3.00 pm 5.00 pm	Group Discussion	2	20%
		1.00 pm to 3.00 pm	Personal Interview	2	
Day-6	l	3.00 pm 5.00 pm	Personal Interview	2	
TOTAL		3.00 pm 3.00 pm	1 ersonar meerica	24	

Best regards

S.K.Kar

Dr. (Mrs.) Sudha Rathod

Principal

Oriental College of Pharmacy

Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal COLLEGE COLLEG



Topics to be covered in Personality Development/Soft Skills

C N-	Master Topic	Topic/Subtopic
S. No.		What is Personality
1.	Introduction to	1.1 Personality Definition
	Personalities/	1.2 Environment Impact
		1.3 Personality Formation
		1.4 Need for Soft Skills
		2. Why to Improve Personality
		2.1 Job Prospects
		2.2 Social Recognition
		3. Types of Personalities
		3.1 Extrovert
		3.2 Introvert
		3.3 Ambiverts
		4. Self Confidence
		4.1 Confidence Definition
		4.2 Confidence Building
		4.3 Self-Management (Emotions/Ego/Pride)
		5. Positive Attitude
		5.1 What is Attitude
		5.2 Positive thinking
		6. Emotional Intelligence (EI)
		6.1 What is El
		6.2 Difference between EQ and IQ
		7. Stress Management
		7.1 Stress definition
		7.2 Types of Stress
		7.3 How to Handle Stress
		8. Anger Management
		8.1 Anger Definition
		8.2 Controlling Anger
		9. Creative Thinking
		9.1 Need for Creativity
		9.2 Out of Box Thinking
2.	Grooming	Importance of Personal Hygiene
۷.	Groeining	1.1 Hygiene-Definition
25 July 124	T	1.2 Managing Hygiene
1		1.3 How Hygiene improves Health
4		2. First Impression
		2.1 Definition
		2.2 First impression is last impression
	•	3. Body Language
		3.1 Importance of Non-Verbal Communication
		3.2 Key Components – Eye/Body/Face/Gestures
	OLLEGEO	4. Importance of Posture
	SAMPADA Z	4.1 Body Posture Definition
	(E NAVI BURRAL)	4.2 Dos and Don'ts

Dr. (Mrs.) Sucha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.



		inglish Larynoge Sys
		5. Dressing Sense
	1	5.1 Formal & Informal Dressing
1		5.2 Dos and Don'ts
		6. Command over Language
	i	6.1 Confidence in Speaking
		6.2 Expressing Yourself
		6.3 Vocabulary Stock
- 1		7. Etiquette and Manners
		7.1 Definition
		7.2 Best Practices
		7.3 Workplace Etiquettes
		7.4 Email Etiquettes
		7.5 Phone Etiquettes
		8. Knowledge of Current Affairs
		8.1 Importance
		8.2 Newspaper Reading Habit
3.	Interpersonal Skills	1. Team Work
		1.1 Team Definition
		1.2 Delegation of Work
		1.3 Coordination and Interdependence
	*	1.4 Conflict Management
		2. Group Discussion (GD)
		2.1 Importance of GD
		2.2 Dos & Don'ts
		3. Public Speaking
		3.1 How to overcome Stage Fear
		3.2 How to overcome Shyness
		3.3 Power of Rehearsal
		4. Leadership Traits
		4.1 Leadership Styles
		4.2 Taking Initiative
	i	4.3 Influencing Power
		5. Workplace Ethics & Integrity
		5.1 Honesty at Workplace
		5.2 Ethical Practices at Workplace
	•	6. Cultural Intelligence
		6.1 Handling Cultural Differences at Workplace
	in .	6.2 Being Sensitive to other cultures
	* 8545	7. Negotiation Skills
		7.1 Art of Negotiation 7.2 Convincing Power
		FACE CARD IN HE
		8. Listening Ability
		8.1 Listening Importance
		9. Presentation Skills
		9.1 Prepare Business Presentations
4.	Time Management	9.2 Dos & Don'ts 1. Importance of Time
7.	Time Management	
		10.30 b) 300-300-00-10-00-0
	,	2.1 Punctuality as a habit 3. Discipline
	2	
	LXV	3.1 Goal Setting

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.



		. WORDS WORLA
	T	top so Language System
		3.2 Self-Driven Discipline
		4. Time Management
		4.1 Multitasking
		4.2 Prioritizing Task
		4.3 Planning and Scheduling
		4.4 Meeting Deadlines
		4.5 Balance between and Work & Family Life
5.	Job Interview	1. Searching Jobs
٥.	Preparation	1.1 Company Website – Career Section
	Preparation	1.2 Job Portals
		1.3 Newspaper Career Selection
		2. Interview Preparation
1		2.1 Rules for facing Interview
		2.2 Types of Job Interview
		2.3 Tele and Video Interview
		2.4 International Interview
		2.5 Exit Interviews
1		2.6 Mock Interviews
		2.7 Model Interview Q&A
		2 8 Salary Negotiations
		2.9 Pre and Post Interviews Communications
		3. Resume Preparations
		3.1 Cover Letter Importance
		3.2 Difference between Resume and CV
1		3.3 Resume Creation and Updation
		3.4 Dos and Don'ts of Resume
		3.5 Resume sharing by email
i		3.6 Resume uploading on Career Portals
		3.7 Rend of Video Resume
6	Entrepreneurship	Advantages of Entrepreneurship
10	Skills	Entrepreneurship Skills and Attitudes
	Skiiis	 Difference between Self Employment and
		Entrepreneurship
		4. How to write Business Plan
		5. How to get business funding



Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbel.

ACADEMIC YEAR2018-19

ORIENTAL EDUCATION SOCIETY'S

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CIRCULAR

Date: 10th August 2018

All the Skill, Career & Personality development Committee members are requested to attend a meeting as per following details:

Date: 16th August 2018

Time: 3.30 pm

Venue: Principal's Cabin

Agenda for meeting:

1. To review the previous Minutes of Meeting

- 2. To decide the type of development programme/s required to be planned for the current semester along with the target participants
- 3. To obtain and review the list of resource persons suitable for conducting the said programme
- 4. To plan the date, venue and budget required to be sanctioned by the management for the development programme
- 5. To distribute the work amongst committee members and if required, to other staff members

Sr. No.	Name of Member	Designation	Signature with
1	Dr. (Mrs). Sudha Rathod	Principal	& Ray had
2	Mr. S K Kar	Associate Professor	man plateris
3	Dr. Nutan Rao	Assistant Professor	14/8/20
4	Mrs. Ashwini Kulkarni	Assistant Professor	

Initiated By:

Name:

Approved By:

Dr. (Mrs.) Sudha Rathod Principal

Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2,

Principal PRINCIPAL Sanpade, Navi Mumbai.

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Attendance for meeting of Skill, Career & Personality development Committee held as per following details:

Date: 16th August 2018

Time: 3.30 pm

Venue: Principal's Cabin

Sr. No.	Name of Member	Designation	Signature with
			Date 1
1	Dr. (Mrs). Sudha Rathod	Principal	SPert 16/8
2	Mr. S K Kar	· Associate Professor	Mu 17/8/2018
3	Dr. (Mrs). Nutan Rao	Assistant Professor	
4	Mrs. Ashwini Kulkarni	Assistant Professor	





Dr. (Mrs.) Sudha Rethod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbel. ORIENTAL EDUCATION SOCIETY'S

ORIENTAL COLLEGE OF PHARMACY

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MINUTES OF MEETING

(By Skill, Career & Personality development Committee)

(Meeting's Ref.: Date: 16th August 2018, Time: 3.30 pm, Venue: Principal's Cabin)

Minutes prepared on: 18th August 2018

Agenda for meeting:

- 1. To review the previous Minutes of Meeting
- 2. To decide the type of development programme/s required to be planned for the current semester along with the target participants
- To obtain and review the list of resource persons suitable for conducting the said programme
- 4. To plan the date, venue and budget required to be sanctioned by the management for the development programme
- To distribute the work amongst committee members and if required, to other staff members

Minutes of Meeting:

- 1. Minutes of previous meeting were read & Reviewed by Mrs. Ashwini Kulkarni
- 2. A Personality Development Programme and a Skill Development Programme was planned to be scheduled. Target Participants for Personality Development Programme were decided to be First Year B Pharm and Second Year B Pharm students. Target Participants for Skill Development Programme was decided to be Fourth Year B Pharm and Second Year M Pharm students.
- List of resource persons was reviewed and finalized for both programmes. For Personality Development Programme, Mrs.Vasundhara Jakka was finalized to be the resource person. For Skill Development Programme HR Brew and Associates had been recommended.
- Personality Development Programme was planned on 4th and 7th September for Second Year B Pharm and First Year B Pharm students respectively.
- It was decided that Dr. Nutan rao need to take follow ups for approval of expenditure from management.

Skill Development Programme was planned in two sessions. First session will involve the training on facing interview while the second session will include Mock Interviews of 20

SAITADA BAITADA MAI MUEBAI AJO TES

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbal. students (selected randomly from B Pharm and M Pharm) in front of target participants. Budget was prepared for both the programmes.

- Mr. S.K.Kar & Dr. Nutan Rao will follow up with HR Brew & Associates (Mr.Mandar Jog & Mrs. Archana Jog) and finalize the dates in consultation with Class Teacher and Principal.
- 8. Mr. S.K.Kar will take necessary follow-ups to get expenditure approved by the Management
- 9. Feedback form to be designed by Dr. Nutan Rao & Mrs. Ashwini Kulkarni
- 10. Members will update about each development time to time to others verbally.
- 11. Meeting ended with "Vote of Thanks" by Principal Madam.

Prepared by: Name:



Approved by: Principal

PRINCIPAL ORIENTAL COLLEGE OF PHARMACY



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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbel. FRIENDLESTEN SOCIETAS

O l Efforts

Date: 23/08/2018

Skill development programme on Corporate Readiness Training and Mock Interview session

Competition in the job sector is rising exponentially and securing entry level job is getting very difficult, as the students passing out from the technical institute lack the experience and skills required by the industy.

Oriental college of pharmacy (OCP) had organized 3 days skill development programme on Corporate Readiness Training and Mock Interview session on 13th and 14th August 2018 (date for third day not yet decided) for the Final Year B. Pharm and Final Year M. Pharm students under the guidance of Training and Placement Cell. Eminent personality Mrs. Archana Jog was invited to grace the students. The goal of the programme was to develop personality, interview and group discussion skills amongst the aspiring students.

In the first day schedule had given the bright view on the personal strengths, communication skills and corporate etiquettes. Post lunch session had focused on the need of group discussion, strategies in it, the skills to lead in group discussion and various situations of the group discussion.

On second day, interview skills, pre and post interview effectiveness, question answer techniques in interview, various formats of the CV and content in CV were discussed. The programme was concluded with vote of thanks by Mr. S.K.Kar, Training and placement Cell, OCP.

Dr. Sudha Rathod, Principal,OCP also thanked all members of Training & Placement Cell in taking this initiative for organizing such edifying event.

The third day schedule will be planned in the month of September - October 2018 for conducting mock interview of random 20 participants in front of student audience.

FEEDBACK ANALYSIS:

No. of B Pharm. students present = 64 No. of M Pharm. students present = 14 Avg. rating from B Pharm. = 89.7 % Avg. rating from M Pharm. = 81.7 %

Overall rating (B Pharm. + M Pharm.) = 88.2 %

S.K.Kar.

Mrs. Aswini kulkarni

(Training & Placement Cell)



Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbai.



11

Mind Spark Consultants

Add 1002 Vasundhara Heights Sector 11, Sanpada Navi Mumbai 400705 Email vasujakka@gmail.com Website www.trainingwithvasundhara.in

IN'OICE

DATE:07-09-2018

TO,

OCP

Sanpada, Navi Mumbai,

Attn. Principal-Ms. Sudha Rathod

	AMOUNT
PARTICULARS	13,500/-
Experiential Workshop For 1st year and 2st year FINAL BIPHARM FINAL MIPHAM	
Conducted By Mrs. Vasundhara Jakka	
RS. THIRTEENTHOUSAND FIVE HUNDRED only.	13,500/-

Payment Terms: Within 7 Days.

Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbal.

PRINCIPAL -ORDINAL TUE STOPPHARMACY

Mind Spark Consultants

Add 1002 Vasundhara Heights Sector 11, Sanpada Navi Mumbai 400705 Email vasujakka@gmail.com Website www.trainingwithvasundhara.in

INVOICE

DATE:07-09-2018

TO,

OCP

Sanpada, Navi Mumbai ,

Attn. Principal-Ms. Sudha Rathod

PARTICULARS	AMOUNT
Experiential Workshop	13,500/-
For 1 st year and 2 nd year	
Conducted By	
Mrs. Vasundhara Jakka	
RS. THIRTEENTHOUSAND FIVE HUNDRED only.	13,500/-

E & OE

Payment Terms: Within 7 Days.

Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbai.

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Attendance for meeting of Skill, Career & Personality development Committee held as per following details:

Date: 27th November 2018

Time: 3.00 pm

Venue: Principal's Cabin

Sr. No.	Name of Member	Designation	Signature with
~~			Date
1	Dr. (Mrs). Sudha Rathod	Principal	Stathed
2	Mr. S K Kar	Associate Professor	Wie 27/11/18
3	Mrs. Ashwini Kulkarni	Assistant Professor	Jun 27/11/2018
4	Dr. Amjad Ali	Assistant Professor	X 2711118
5	Mr. Imtiyaz Ansari	Assistant Professor	FIP27/11/201
6	Mr. Muassir Momin	Assistant Professor	1 Janie



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Dr. (Mrs.) Sudha Rathod Principal Oriental College of Pharmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbai.

Oriental College of Pharmacy, Sanpada, Navi Mumbai has formed Skill, Career & Personality development Committee and its Responsibility

2018-19

Following are the members of the Skill, Career & Personality development Committee:

Sr. No.	Name of the Members	Role	Designation
1	Dr. (Mrs. Sudha Rathod)	Member	Principal
2	Dr. Nutan Rao .	Member	Assistant Professor
3	Mr. S.K.Kar	Member	Associate Professor
4	Ms. Ashwini Kulkarni	Member	Assistant Professor

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Functions:

A Skill, Career & Personality Development Committee comprises of selected members from within the Institute that helps to identify, organize, and implement the program for overall skill development of the students. Steps are to.....

- Identify training need by the students
- Make Recommendations on the training and development needs of students
- Support and provide assistance in the development of the Plan. Gather information from Employer / alumni on training needs
- Provide identified training session
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- Ensure appropriate training experts out sourced.
- Prepare attendance sheet of students roll number wise.
- · Collect and preserve CV of Expert/s
- Take session photographs.
- · Obtain feedback from students after the session.
- Preparation of summary report of each training session separately.
- Posting vital information on College website and Facebook page via respective committee In-charges after Principal's approval.

The committee has decided to conduct one meeting per semester in an academic year with following steps:

- · Planning, preparation& circulation of meeting schedule with agenda mentioned
- Conduction of meeting along with documentation of attendance record
- · Preparation, circulation and documentation of minutes of meeting

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Plot No. 3, 4 & 5, Sector-2, Sanpada, Navi Mumbai. Placement & Training and Career Guidance cell has important role in planning, organizing and placing students in related Industries to pursue their professional career. Cell has to build relation with various Pharma and related organizations and invites them for In-campus or Off-campus selection process, placing students for Internship. Based on requirements of the students, Cell is to organize career Guidance session bringing experts from various Pharma disciplines in order to help student choose their future career option.

The cell follows the process for Placement as:

- Registration of students (Preparation of data sheet)
- · Preparation of composite e-mail ID of all students for mass communication
- · Ensuring that all e-mail ID's are active
- Communicating to various Pharma and related organizations for their requirements
- Asking them to send Job description (About organization, Job title, Job profile, Job location, Selection criteria, Yearly CTC and tentative date/month of campus.
- Circulate Job details to each students through their e-mail ID and WhatSapp group
- Preparation of list/datasheet of Interested students
- · Sending list/datasheet of interested students to organization
- · Finalization of campus date on mutual understanding
- · In case of In-campus, sending request to Management, seeking approval of expenditure for hospitality.
- · Organizing campus drive (can be In-campus or Off-campus)
- Collecting document as proof for selected / shortlisted students and to communicate students
- Follow up for getting Intent/Offer/Appointment letter as proof for documentation
- Follow up with selected students to send proof of candidature to recruiting organization as and when asked for
- · Compilation and preparation of summary report. .

Placement eligibility:

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Any final year student, who is eligible to keep his /her term and took admission, is allowed to participate
in placement drive.

The cell follows the process for In-plant Training as:

- Preparation of data sheet of the T.Y. B. Pharm. students that includes student's location to identify nearby organisation where they can be allocated.
- Communicating to various Pharma and related organizations for accepting our students for one month training in May-June.
- Sending official request letter to organizations mentioning the students detail for training.
- We also encourage students to identify organizations where their keens are working and send official
 intimation to that organization with details of the students.
- Gathering the information from organization for joining date of the students for training.
- Sending students to respective organization to start their course of training.
- Collecting the training certificate and training report from the students at the end of tenure.
- Asking the students to prepare for presentation based on their training.

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- Preparing the time schedule for presentation.
- Conduction of presentation and evaluation of the students.
- Submission of summary and evaluation report to college office.

In plant Training eligibility:

- Any Third year student, who is eligible to keep his /her term and took admission, is allowed to avail In plant training after their VIth Semester Examination.
- Duration is for one month
- Period is between 15th May 30th June.

The cell follows the process for Career Guidance as:

- Preparation of students list of the Final Y. B. Pharm.
- Identifying career guidance modules and check availability of experts on that area.
- Organizing the session in the college.
- Preparation of necessary documents and to preserve it.
 - Communicating to various Pharma and related organizations for accepting our students for one month training in May-June.
 - Sending official request letter to organizations mentioning the students detail for training.
 - We also encourage students to identify organizations where their keens are working and send official intimation to that organization with details of the students.
 - Gathering the information from organization for joining date of the students for training.
 - Sending students to respective organization to start their course of training.
 - Collecting the training certificate and training report from the students at the end of tenure.
 - Asking the students to prepare for presentation based on their training.
 - Preparing the time schedule for presentation.
 - Conduction of presentation and evaluation of the students.
 - Submission of summary and evaluation report to college office.

Career Guidance eligibility:

Any Final year student, who is eligible to keep his /her term and took admission, is allowed to participate in this.

Preparation of MIS report for Placement:

The MIS report is prepared to catch the vital datas required by management at a glance. Following are the vital data:

- Company-wise selected students .
- Position in which student is selected
- Offered salary
- Selection status
- Maximum CTC, Minimum CTC and Average CTC for that particular academic year

Total number of students in class

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- Total number of students participated for individual drive.
- · Number of students placed.
- Total number of organizations participated for placement

Preparation of MIS report for In-plant Training:

The MIS report is prepared to catch the vital datas required by management at a glance. Following are the vital data:

- · Roll number wise students name, their allocated organisation and period of training
- Organisation vs number of students allocated.

Preparation of MIS report for Career Guidance:

The MIS report is prepared to highlight vital datas required by management at a glance. Following are the vital data:

- Roll number wise students name, their attendance sheet.
- CV of Expert/s
- Session photographs.
- · Feedback by students after the session

BANPADA MAVI MUMBAJ 400 705 Or. (Mrs.) Sudha Rathod Principal Oriental College or harmacy Plot No. 3, 4 & 5, Sector-2, Sanpade, Navi Mumbal.