

TEACHER'S ACTIVITY REPORT 2018- 2019.

FACULTY: COMMERCE DEPARTMENT/COMMITTEE: COMMERCE IQAC ACTIVITY No: SVC/2018-19/COM/AK/2

NAME OF THE ACTIVITY: WORKSHOP ON MS Access & MS Excel: Business Applications			
DATE	FACULTY	DEPARTMENT/COMMITTEE	COORDINATOR NAME
24 th Sep, 2018	COMMERCE	COMMERCE	DR. ARPITA KAUL
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor
9:30 A.M-4:00 P.M	SRI VENKATESWARA COLLEGE, ICT LAB II	35 STUDENTS	Indoor
SUPPORT/ASSISTANCE:	Sri Venkateswara College & Indian Commerce Association Delhi Chapter		

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

TOPIC/SUBJECT OF THE ACTIVITY	WORKSHOP MS Access & MS Excel: Business Applications
OBJECTIVES	The objective was to equip the students with MS Excel and MS ACCESS tool.
METHODOLOGY	The Key Resource Persons for the same were Dr. Shruti Mathur, Assistant Professor, Department of Commerce, Sri Venkateswara College and Ms. Mansi Bansal, Assistant Professor, Department of Commerce, Sri Guru Teg Bahadur College, University of Delhi
OUTCOMES	The students who participated in this workshop learnt the tools MS Access & MS Excel.

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

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

IQAC Document No:	Criterion No:	Metric No:
Departmental file no	IQAC file No;	

NAME OF TEACHER & SIGNATURE	NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE	IQAC COORDINATOR (SEAL & SIGNATURE)
DR. ARPITA KAUL	MS. SUNITA CHHABRA (TIC)	

For Reference

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

PROOFS

A workshop was organized on MS Access & MS Excel: Business Applications on 24th September, 2018 by Department of Commerce, Sri Venkateswara College, University of Delhi in association with Indian Commerce Association, Delhi NCR Chapter. The Key Resource Persons for the same were Dr. Shruti Mathur, Assistant Professor, Department of Commerce and Ms. Mansi Bansal, Assistant Professor, Department of Commerce, Sri Guru Teg Bahadur College, University of Delhi. The Inaugural convened at 10:00a.m. Professor. Ajay Kr. Singh, President, ICA, Delhi NCR Chapter was the Chief Guest for the same. Dr. Rajanikant Verma, Secretary, ICA, Delhi NCR Chapter was the Key Note Speaker. Dr. P. Hemalatha Reddy, Principal, Sri Venkateswara College also graced the occasion. 35 students from B.Com Honours and B.Com participated in the workshop.



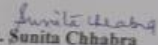
SRI VENKATESWARA COLLEGE (University of Delhi)
Benito Juarez Road, DhaulaKuan, New Delhi- 110021

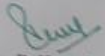
NOTICE

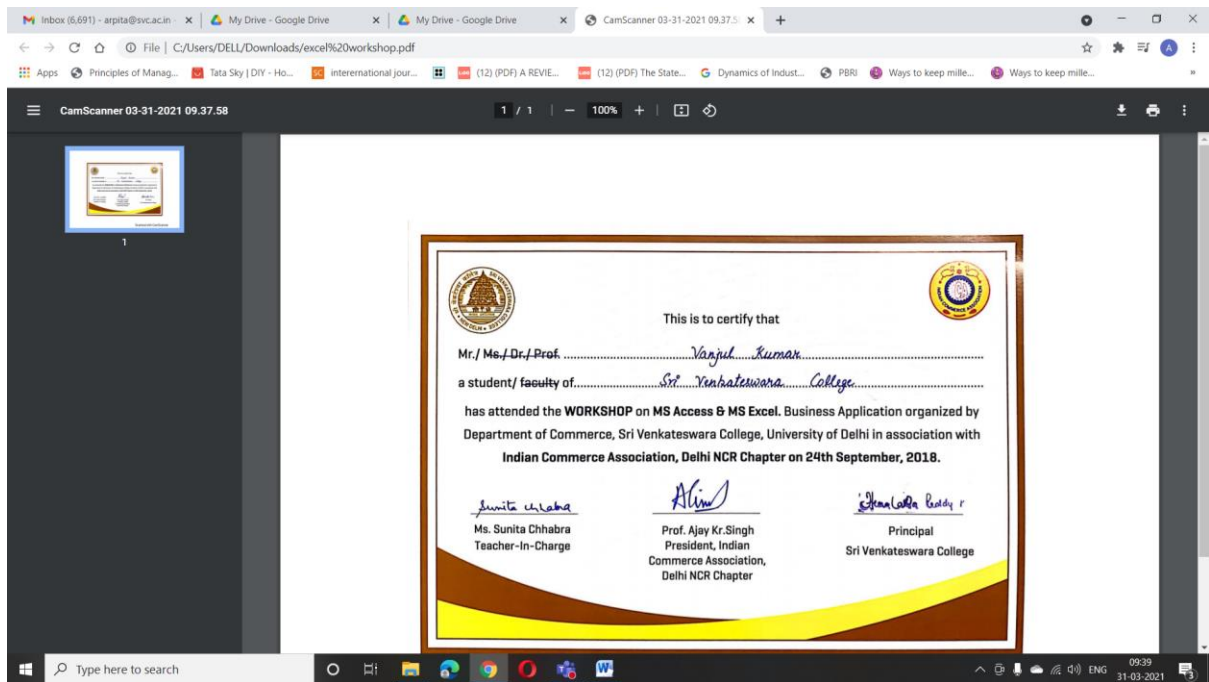
14th August, 2018

All the students of B.Com (H) and B.Com are hereby informed that Department of Commerce is organizing a Workshop on the topic, "MS Excel & MS Access: Business Applications" in association with the Indian Commerce Association Delhi Chapter on 24th September, 2018, Monday at the ICT Lab II from 10:00 A.M. to 4:00 P.M. The workshop resource persons will be Dr. Shruti Mathur, Assistant Professor, Department of Commerce, Sri Venkateswara College, University of Delhi and Ms. Mansi Bansal, Assistant Professor, Department of Commerce, SGTB Khalsa, University of Delhi. Interested students are requested to submit Rs. 500 to Ms. Shilpa, Assistant Professor, Department of Commerce, Sri Venkateswara College, before 22nd August, 2018. Only 40 seats available, so students will be registered on first come first basis.

For further details contact Dr. Arpita Kaul, Assistant Professor, Department of Commerce, Sri Venkateswara College.


Ms. Sunita Chhabra
Teacher-In-Charge


Dr. P. Hemalatha Reddy
Principal







sno	name	class
1	Vandita	BCOM HONS III A
2	Ananya	BCOM HONS III A
3	Vanjul	BCOM HONS III A
4	Darshana	BCOM HONS III A
5	Mahima	BCOM HONS III A
6	Vidhi Bansal	BCOM HONS III A
7	Vanshika	BCOM HONS III A
8	Priyasha	BCOM HONS III A
9	Tanushka	BCOM HONS III A
10	Shipra	BCOM HONS III A
11	Dimple	BCOM HONS III A
12	Preshtha	BCOM HONS III A
13	Preksha Dua	BCOM HONS V B
14	Prerna Khanduri	BCOM HONS V B
15	Rahul	BCOM HONS III A
16	Arjun	BCOM HONS III A
17	Hrishita	BCOM HONS III A
18	Kshitish	BCOM HONS III A
19	Shivanchal	BCOM HONS III A
20	Yatin	BCOM HONS III A
21	Preeti Batra	Bcom hons V B

22	Harish	BCOM HONS III B
23	Preeti	BCOM HONS III A
24	Pratibha	BCOM HONS III A
25	Aman	BCOM Prog
26	Mansi	BCOM Prog
27	Nishi	BCOM Prog
28	Kanakshi	BCOM Prog
29	Neelima	BCOM H III B
30	Shirali	BCOM H III B
31	Aanchal Jain	BCOM H III B
32	Aruba Kataria	BCOM H III B
33	Khushboo	BCOM H III B
34	Vidhi	BCOM H III A
35	Sanchita	BCOM H III B



SRI VENKATESWARA COLLEGE
(University of Delhi)

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Prof C. Sheela Reddy
Principal
Sri Venkateswara College

IQAC Coordinator

Dr. N. Latha
Department of Biochemistry

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University of Delhi South
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University of Delhi South
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NIPGR, Delhi

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Dr. Shruti Mathur
Department of Commerce

Dr. Padma Priyadarshini
Department of Sociology

Dr. Nimisha Sinha
Department of Biochemistry

Shri D. Venkat Ramana
A.O (I/C)

This is to certify that the Activity report (Teacher/Department /Society/Association) has been submitted for documentation to IQAC, Sri Venkateswara College, University of Delhi.

N. Latha

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