

Jaywant Pratishthan Humgaon, Sanchalit
Amdar Shashikant Shinde Mahavidyalay, Medha

Add on /Certificate programs offered by College and University

Year 1 2017-18							
Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year	
Certificate course in Basic English Grammer	NA	2017	Once in a Year	3 months	24	20	
Certificate course in Modi Script	NA	2017	Once in a Year	3 months	10	10	
Certificate Course in Soft skill Development	NA	2017	Once in a Year	3 months	126	126	
Certificate Course in Banking	NA	2017	Once in a Year	3 months	80	80	



Principal
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

Jaywant Pratishthan Humgaon, Sanchalit
Amdar Shashikant Shinde Mahavidyalay, Medha
Department of English

Year 2017-18

Name of Add on /Certificate programs offered	Certificate course in Basic English Grammar
Course Code (if any)	NA
Year of offering	2017
No. of times offered during the same year	Once in a Year
Duration of course	3 months
Number of students enrolled in the year	24
Number of Students completing the course in the year	20



Head
Department Of English
A.S.S. Mahavidyalay, Medha
Tal- Isoli, Dist - Satara

शिवाजी विद्यापीठ, कोल्हापूर
प्रौढ आणि निरंतर शिक्षण व विस्तार कार्य विभाग

निरंतर शिक्षण अभ्यासक्रम

१. बालवाडी शिक्षक शिक्षण अभ्यासक्रम
२. ग्रंथालय व्यवस्थापन
३. ग्रामीण पत्रकारिता आणि जनसंवाद
४. Preparation of Household Chemicals
५. ट्रेव्हल व टुरिझम
६. व्यक्तिगत सौंदर्य संबर्धन
७. Introduction to Income Tax
८. Business Administration
९. Basic English Grammar
१०. Proficiency in the Use of English
११. Pragmatic English
१२. Radio Jockey
१३. जाहिरात (Advertising)
१४. कामगार संघटन शास्त्र
१५. मराठी साहित्य परिचय
१६. हिंदी अनुवाद
१७. बेसीक ड्रॉईंग अँड पेंटींग
१८. संगीत गायन वादन (सुगम संगीत)
१९. सर्टिफिकेट कोर्स इन म्युझिक (तबला)
२०. शाहिरी कला
२१. ढोलकीवादन
२२. बेसिक भरतनाटयम्

9. Basic English Grammar

1. Name of the Course :- Basic English Grammar

2. Aims And Objectives :-

- a) Acquaintance with the Basic English Grammar.
- b) Acquaintance with basic English Grammar.
- c) Developing Competence in the expression in English.

3. Duration :-3 Months.

4. Qualification :- H.S.C.

5. Intake Capacity :- Minimum 40 – Maximum 50

6. Course Fees :-

Admission - 25/-

Alumni - 25/-

Tuition Fee - 350/-

Examination Fee - 200/-

7. Examination System: 100 Marks Theory

* For passing minimum marks required are 35%

Syllabus

- 1) Use of Articles
- 2) Parts of Speech
- 3) Basic Sentence Pattern
- 4) Kinds of Sentences
- 5) Tenses
- 6) Use of Auxiliaries
- 7) Voice
- 8) Degree
- 9) Word of formation
- 10) Communicative Functions
- 11) How to Refer a Dictionary
- 12) Visit to the Library

Recommended Books :

1. English Grammar for Today
2. Highschool English Grammar. - Wren and Martin
3. The Best English Grammar - Ramdas Wagh
4. Intermediate English Grammar and Compation
5. Instant English

SHIVAJI UNIVERSITY, KOLHAPUR

DEPARTMENT OF LIFELONG LEARNING & EXTENSION

Examination Seat Number Allotment

Name of the Course: BASIC ENGLISH GRAMMAR

Duration: From 01/09/2017 to 30/11/2017

Name of the College: Jaywant Pratishthan Humgaon sanchalit,
Amdar Shashikant Shinde Mahavidyalay, Medha,
Tal- Jawali, Dist- Satara , Pin- 415523.

Examination:

Sr. No.	Name and Address	Exam Form No.	Allotted Exam Seat No.
1	Ms. Bhale Prajakta Mukund,	2199	151
2	Ms. Chikane Pallavi Yashwant,	2192	152
3	Ms. Chikane Pratiksha Sudhakar,	2194	153
4	Ms. Deshmukh Reshma Namdeo,	2190	154
5	Ms. Dhokale Archana Ravindra,	2184	155
6	Ms. Gade Pradnya Janardan,	2200	156
7	Mr. Jadhav Santosh Nivrutti,	2181	157
8	Ms. Jangam Ujwalla Nathuram,	2196	158
9	Ms. Khamkar Priyanka Ashok,	2185	159

10	Ms. Lohar Priyanka Dattatray,	2182	160
11	Ms. Mahadik Sonali Tukaram,	2198	161
12	Ms. Mane Monika Sakharam,	2193	162
13	Ms. Mardhekar Dhanashri Pandurang,	2183	163
14	Ms. Mardhekar Priya Mohan,	2187	164
15	Ms. Ombale Anuja Baburao,	2197	165
16	Ms. Pawar Megha Tanaji,	2188	166
17	Ms. Salunkhe Jyoti Vijay,	2189	167
18	Mr. Sarade Sandip Baban,	2191	168
19	Ms. Shedge Sonali Ramchandra,	2195	169
20	Ms. Shelar Mukta Sahebrao,	2201	170
21	Mr. Shinde Kishor Suresh,	2203	171
22	Ms. Vende Pooja Namdev,	2204	172
23	Ms. Wangade Komal Pandurang,	2186	173
24	Ms. Wangade Nikita Shamrao,	2202	174



Head
Department Of English
A.S.S. Mahavidyalay, Medha
Tal- Jaoli, Dist.- Satara



PRINCIPAL
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal.- Jaoli Dist.-Satara

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
ATTENDANCE

Name of the Course: **BASIC ENGLISH GRAMMAR**

Duration: From **01/09/2017** to **30/11/2017**

Name of the College: **Jaywant Pratishthan Humgaon sanchalit,**
Amdar Shashikant Shinde Mahavidyalay, Medha,
 Tal- Jawali, Dist- Satara , Pin- 415523.

Sr. No.	Name and Address	4/09 2017	05/09 2017	6/9 2017	7/9 2017	8/9 2017	9/9 2017	11/9 2017	12/9 2017	13/9 2017	14/9 2017
1	Bhale Prajakta M.	Bhale	Bhale	Bhale	Bhale	Bhale	Bhale	Bhale		Bhale	Bhale
2	Chikane Pallavi Y.	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane
3	Chikane Pratiksha S.	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane	Chikane
4	Deshmukh Reshma N.	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma		Reshma
5	Dhokale Archana R.	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana
6	Gade Pradnya J.	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade
7	Jadhav Santosh N.	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT
8	Jangam Ujwala N.	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam
9	Khamkar Priyanka A.	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar
10	Lohar Priyanka D.	Lohar	Lohar	Lohar	Lohar	Lohar	Lohar	Lohar	Lohar		Lohar
11	Mahadik Sonali T.,	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik
12	Mane Monika S.	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane	Mane
13	Mardhekar Dhanashri P.	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar
14	Mardhekar Priya M.	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar		Mardhekar	Mardhekar
15	Ombale Anuja B.	Ombale	Ombale	Ombale	Ombale		Ombale	Ombale	Ombale	Ombale	
16	Pawar Megha T.	Pawar	Pawar	Pawar	Pawar	Pawar	Pawar	Pawar	Pawar	Pawar	Pawar
17	Sarade Sandip B.	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade
18	Salunkhe Jyoti V.	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe	Salunkhe
19	Shedge Sonali R.	Shedge	Shedge	Shedge	Shedge		Shedge	Shedge	Shedge	Shedge	Shedge
20	Shelar Mukta S.	Shelar	Shelar	Shelar	Shelar	Shelar	Shelar		Shelar	Shelar	Shelar
21	Shinde Kishor S.	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde
22	Vende Pooja N.	Vende	Vende	Vende	Vende	Vende	Vende	Vende	Vende	Vende	Vende
23	Wangade Komal P.	K.P. Wangade	K.P. Wangade	K.P. Wangade	K.P. Wangade	K.P. Wangade		K.P. Wangade	K.P. Wangade	K.P. Wangade	K.P. Wangade
24	Wangade Nikita S.	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW

Course Coordinator 

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
ATTENDANCE

Name of the Course: **BASIC ENGLISH GRAMMAR**

Duration: From **01/09/2017** to **30/11/2017**

Name of the College: **Jaywant Pratishthan Humgaon sanchalit,**
Amdar Shashikant Shinde Mahavidyalay, Medha,
Tal- Jawali, Dist- Satara , Pin- 415523.

Sr. No.	Name and Address	15/9	16/9	19/9	20/9	21/9	22/9	23/9	25/9	26/9	27/9
		2017	2017	2017	2017	2017	2017	2017	2017	2017	2017
1	Bhale Prajakta M.	Bhale	Bhale	Bhale		Bhale	Bhale	Bhale	Bhale	Bhale	Bhale
2	Chikane Pallavi Y.	Chikane P.Y.	Chikane P.Y.	Chikane P.Y.	Chikane P.Y.		Chikane P.Y.	Chikane P.Y.	Chikane P.Y.	Chikane P.Y.	Chikane P.Y.
3	Chikane Pratiksha S.	Pshikane	Pshikane	Pshikane		Pshikane	Pshikane	Pshikane	Pshikane		Pshikane
4	Deshmukh Reshma N.	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma		Reshma	Reshma
5	Dhokale Archana R.	ARDhokale	ARDhokale	ARDhokale	ARDhokale	ARDhokale	ARDhokale	ARDhokale		ARDhokale	ARDhokale
6	Gade Pradnya J.	Gade	Gade	Gade	Gade	Gade	Gade		Gade	Gade	Gade
7	Jadhav Santosh N.	SNS	SNS	SNS	SNS	SNS	SNS	SNS	SNS	SNS	SNS
8	Jangam Ujwalla N.	Jangam	Jangam		Jangam	Jangam	Jangam	Jangam		Jangam	Jangam
9	Khamkar Priyanka A.	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar	Khamkar
10	Lohar Priyanka D.	Plohar	Plohar	Plohar	Plohar	Plohar		Plohar	Plohar	Plohar	Plohar
11	Mahadik Sonali T.,	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	
12	Mane Monika S.	Mane		Mane	Mane	Mane	Mane	Mane	Mane		Mane
13	Mardhekar Dhanashri P.	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar
14	Mardhekar Priya M.	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya
15	Ombale Anuja B.	Ombale	Ombale	Ombale	Ombale		Ombale	Ombale	Ombale	Ombale	Ombale
16	Pawar Megha T.	Mpawar	Mpawar	Mpawar	Mpawar	Mpawar		Mpawar	Mpawar	Mpawar	Mpawar
17	Sarade Sandip B.	S	S	S	S	S	S	S	S	S	S
18	Salunkhe Jyoti V.	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe	J.Salunkhe
19	Shedge Sonali R.	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge	S.R.Shedge
20	Shelar Mukta S.	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar	M.Sshelar
21	Shinde Kishor S.	Kshinde	Kshinde	Kshinde	Kshinde	Kshinde	Kshinde			Kshinde	Kshinde
22	Vende Pooja N.	P	P	P	P	P	P	P	P	P	P
23	Wangade Komal P.		K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade
24	Wangade Nikita S.	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW		NSW

Course Coordinator

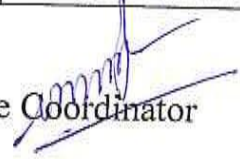
SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
ATTENDANCE

Name of the Course: **BASIC ENGLISH GRAMMAR**

Duration: From **01/09/2017** to **30/11/2017**

Name of the College: **Jaywant Pratishthan Humgaon sanchalit,**
Amdar Shashikant Shinde Mahavidyalay, Medha,
 Tal- Jawali, Dist- Satara , Pin- 415523.

Sr. No.	Name and Address	28/9 2017	29/9 2017	5/10 2017	6/10 2017	7/10 2017	10/10 2017	11/10 2017	12/10 2017	13/10 2017	5/12 2017
1	Bhale Prajakta M.		Pbhale	Pbhale	Pbhale	Pbhale	Pbhale	Pbhale	Pbhale	Pbhale	
2	Chikane Pallavi Y.	ChikanePY.	ChikanePY.	ChikanePY.	ChikanePY.			ChikanePY.	ChikanePY.	ChikanePY.	ChikanePY.
3	Chikane Pratiksha S.	Pshikane	Pshikane	Pshikane	Pshikane	Pshikane	Pshikane	Pshikane	Pshikane		Pshikane
4	Deshmukh Reshma N.	Reshma	Reshma	Reshma		Reshma	Reshma	Reshma	Reshma	Reshma	
5	Dhokale Archana R.	ARDhokle	ARDhokle	ARDhokle		ARDhokle	ARDhokle	ARDhokle	ARDhokle		ARDhokle
6	Gade Pradnya J.	Gade	Gade	Gade	Gade	Gade		Gade	Gade	Gade	Gade
7	Jadhav Santosh N.	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT	SNT
8	Jangam Ujwalla N.	Jangam	Jangam	Jangam	Jangam		Jangam	Jangam	Jangam	Jangam	Jangam
9	Khamkar Priyanka A.	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar	Pkhamkar
10	Lohar Priyanka D.	Plohar	Plohar	Plohar	Plohar		Plohar	Plohar	Plohar	Plohar	Plohar
11	Mahadik Sonali T.,	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik
12	Mane Monika S.	Mane	Mane	Mane	Mane	Mane	Mane		Mane	Mane	Mane
13	Mardhekar Dhanashri P.	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar
14	Mardhekar Priya M.	Mpriya	Mpriya	Mpriya	Mpriya	Mpriya	Mpriya	Mpriya		Mpriya	Mpriya
15	Ombale Anuja B.	AOmbale	AOmbale	AOmbale	AOmbale	AOmbale		AOmbale	AOmbale	AOmbale	
16	Pawar Megha T.	MPawar	MPawar	MPawar		MPawar	MPawar	MPawar	MPawar		MPawar
17	Sarade Sandip B.	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade	Sarade		Sarade
18	Salunkhe Jyoti V.										
19	Shedge Sonali R.	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge
20	Shelar Mukta S.	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar		msshelar	msshelar
21	Shinde Kishor S.	Sshinde	Sshinde	Sshinde	Sshinde	Sshinde		Sshinde	Sshinde	Sshinde	Sshinde
22	Vende Pooja N.	P	P	P	P	P	P	P	P	P	P
23	Wangade Komal P.	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade		
24	Wangade Nikita S.	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW

Course Coordinator 

SHIVAJI UNIVERSITY, KOLHAPUR
DEPARTMENT OF LIFELONG LEARNING & EXTENSION
ATTENDANCE

Name of the Course: **BASIC ENGLISH GRAMMAR**

Duration: From **01/09/2017** to **30/11/2017**

Name of the College: **Jaywant Pratishthan Humgaon sanchalit,**
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Sr. No.	Name and Address	6/12	7/12	12/12	13/12	14/12	15/12	20/12	21/12	27/12	28/12
		2017	2017	2017	2017	2017	2017	2017	2017	2017	2017
1	Bhale Prajakta M.	Bhale	Bhale	Bhale	Bhale	Bhale	Bhale	Bhale	Bhale		Bhale
2	Chikane Pallavi Y.	Chikane P.Y.	Chikane P.Y.		Chikane P.Y.	Chikane P.Y.	Chikane P.Y.	Chikane P.Y.		Chikane P.Y.	Chikane P.Y.
3	Chikane Pratiksha S.	Pshikane	Pshikane	Pshikane	Pshikane		Pshikane	Pshikane	Pshikane		Pshikane
4	Deshmukh Reshma N.	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	Reshma	
5	Dhokale Archana R.	ARDhokale	ARDhokale	ARDhokale	ARDhokale		ARDhokale	ARDhokale		ARDhokale	ARDhokale
6	Gade Pradnya J.	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade	Gade
7	Jadhav Santosh N.	SNT	SNT	SNT	SNT	SNT		SNT	SNT	SNT	SNT
8	Jangam Ujwalla N.	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam	Jangam		Jangam	Jangam
9	Khamkar Priyanka A.	Phamkar	Phamkar			Phamkar	Phamkar	Phamkar	Phamkar	Phamkar	Phamkar
10	Lohar Priyanka D.	Phohar	Phohar		Phohar	Phohar	Phohar	Phohar	Phohar	Phohar	Phohar
11	Mahadik Sonali T.,	Mahadik	Mahadik	Mahadik		Mahadik	Mahadik	Mahadik	Mahadik	Mahadik	Mahadik
12	Mane Monika S.	Mane		Mane		Mane	Mane	Mane	Mane	Mane	Mane
13	Mardhekar Dhanashri P.	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar	Mardhekar		Mardhekar
14	Mardhekar Priya M.	M.Priya	M.Priya	M.Priya	M.Priya	M.Priya			M.Priya	M.Priya	M.Priya
15	Ombale Anuja B.	AOmbale		AOmbale	AOmbale	AOmbale	AOmbale	AOmbale	AOmbale	AOmbale	AOmbale
16	Pawar Megha T.		MPawar	MPawar	MPawar	MPawar	MPawar	MPawar	MPawar	MPawar	MPawar
17	Sarade Sandip B.	S	S	S	S	S	S	S	S	S	S
18	Salunkhe Jyoti V.	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe	JSalunkhe
19	Shedge Sonali R.	SRSledge	SRSledge		SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge	SRSledge
20	Shelar Mukta S.	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar	msshelar
21	Shinde Kishor S.	Bshinde	Bshinde	Bshinde	Bshinde	Bshinde	Bshinde	Bshinde	Bshinde		Bshinde
22	Vende Pooja N.	P	P		P	P	P	P	P	P	P
23	Wangade Komal P.	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade	K.P.Wangade
24	Wangade Nikita S.		NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW	NSW

Course Coordinator

SHIVAJI UNIVERSITY, KOLHAPUR
Department of Lifelong Learning and Extension
RESULT SHEET

Center Name :- Amadar Shashikant Shinde Mahavidyalaya, Medha. Dist. Satara

Name of the Course : Basic English Grammar

Exam Month :- February, 2018

Period : Sept.2017 to Jan.2018

Seat No.	Name	Max.	Paper I	Grand Total	Percentage	Grade	REMARKS	Statement of Marks		Certificate No.
			Theory							
		Min.	100	100						
151	Bhale Prajakta Makund		57	57	57	B	PASS	79		
152	Chikane Pallavi Yeshwant		49	49	49	B	PASS	80		
153	Chikane Pratiksha Sudhakar		35	35	35	C	PASS	81		
154	Deshmukh Reshma Narasoo		54	54	54	B	PASS	82		
155	Dhokale Archana Ravindra		58	58	58	B	PASS	83		
156	Gade Pradnya Janardan		50	50	50	B	PASS	84		
157	Jadhav Santosh Nivrutti		50	50	50	B	PASS	85		
158	Jangam Ujwala Nathuran		39	39	39	C	PASS	86		
159	Khamkar Priyanka Ashok		75	75	75	A+	PASS	87		
160	Lohar Priyanka Chattatray		68	68	68	B	PASS	88		
161	Mahadik Sonali Tukaram		64	64	64	B	PASS	89		
162	Mane Monika Sakharan		55	55	55	B	PASS	90		
163	Mardhekar Dhanashri Pandurang		60	60	60	A	PASS	91		
164	Mardhekar Priya Moan		61	61	61	A	PASS	92		
165	Ombale Anuja Baburao		47	47	47	B	PASS	93		
166	Pawar Megha Tanaji		Ab	-	-	-	ABSENT	94		
167	Salunkhe Jyoti Vijay		50	50	50	B	PASS	95		

Dr. Kale
[Signature]
 26-4-2018




SHIVAJI UNIVERSITY, KOLHAPUR
Department of Lifelong Learning and Extension
RESULT SHEET

Center Name :- Amadar Shashikant Shinde Mahavidyalaya, Medha. Dist. Satara
 Exam Month :- February, 2018

Name of the Course : Basic English Grammar
 Period : Sept.2017 to Jan.2018

Seat No.	Name	Paper I		Grand Total	Percentage	Grade	REMARKS	Statement of Marks	Certificate No.
		Max.	Theory						
		Max.	100	100					
		Min.	35	35					
168	Sarade Sandip Baban		65	65	65	A	PASS	96	
169	Shedge Sonali Ramchandra		73	73	73	A+	PASS	97	
170	Shelar Mukta Sahebtao		29	29	29	-	FAIL	98	
171	Shinde Kishor Suresh		Ab	-	-	-	ABSENT	99	
172	Vende Pooja Namdev		Ab	-	-	-	ABSENT	100	
173	Wangade Komal Pandurang		70	70	70	A+	PASS	101	
174	Wangade Nikita Shamrao		65	65	65	A	PASS	102	

In Grade A+	In Grade A	In Grade B	In Grade C
3	4	11	2


1) Result Prepare by : 
 2) Result Checked by
 a) Read by : 
 b) Seen by : 

1. Grade 'A+' Indicates 70% & above
2. Grade 'A' Indicates above 60% upto 69.99%
3. Grade 'B' Indicates above 45% upto 59.99%
4. Grade 'C' Indicates above 35% upto 44.99%

	Male	Female	Total
No. of Candidate Registered	3	21	24
No. of Candidate Absent	1	2	3
No. of Candidate Appeared	2	20	22
No. of Candidate Passed	2	18	20
No. of Candidate Fail	-	1	1

3) Result Declared On : 10/4/2018


 ASSISTANT PROFESSOR
 Department of Lifelong Learning and Extension
 SHIVAJI UNIVERSITY, KOLHAPUR


 I/c DIRECTOR
 Department of Lifelong Learning and Extension
 SHIVAJI UNIVERSITY, KOLHAPUR

Copy forwarded with compliments to the Principal / Project Officer of the Concerned College/Institute for information and record.

Shivaji University, Kolhapur

Department of Lifelong Learning & Extension



Estd : 1962
NAAC 'A' Grade

❧ Certificate ❧

This is to certify that Shri / Smt. *Wangade Nikita*

Shameao

has attended the certificate course in *Basic English*

Grammar

under the Continuing Education Programme from *Sept 2017* to *Jan 2018*

and completed the course satisfactorily in *A* grade. The course was conducted in

Collaboration with *Amadar Shashikant Shinde*

Mahavidyalaya, Medha

25 SEP 2018

S. S. Wode
I/C. Director

Jaywant Pratishthan Humgaon, Sanchalit
Amdar Shashikant Shinde Mahavidyalay, Medha
Department of Political Science

Year 2017-18

Name of Add on /Certificate programs offered	Certificate course in Modi Script
Course Code (if any)	NA
Year of offering	2017
No. of times offered during the same year	Once in a Year
Duration of course	3 months
Number of students enrolled in the year	10
Number of Students completing the course in the year	10


Head
Department of Political Sci.
A.S.S. Mahavidyalay, Medha
T. - Jawali Dist. - Satara



उद्यमेन हि सिध्यति: कार्याणि न मनोरथैः

Jaywant Pratishthan Humgaon Sanchalit

Amdar Shashikant Shinde Mahavidyalay, Medha
Tal. - Jawali, Dist. - Satara

Estd.
2002

President: Hon. M.L.A. Shashikant J. Shinde
Principal: Dr. M.B. Waghmode

M.A.,M.Phil.,Ph.D., G.D.C. & A.

Office: 02378-285645,

E-Mail: accmedha@yahoo.com, accmmedha@rediffmail.com

www: assmmedha.in

Ref. No.

Date 21/6/2017

To,

The Heads,

Concerning Departments

Amdar Shashikant Shinde Mahavidyalay, Medha

Subject: Approval to Certificate Courses

Respected Head of Departments,

We are pleased to inform you that the College Development Committee of our College has approved the following Certificate course in its Meeting held on 19th June 2017. You are hereby informed to adhere to the norms stipulated to each course and follow the prescribed procedure to commence courses.

Following courses have been approved from year 2017-18

Sr. No.	Department	Name of the Course
1.	Commerce	Certificate Course in Soft skill Development
2.	Economics	Certificate Course in Banking
✓ 3.	Political Science	Certificate Course in Modi Script



M.B. Waghmode

Principal

Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

जयवंत प्रतिष्ठान हुमगाव संचलित
आमदार शशिकांत शिंदे महाविद्यालय मेढा
राज्यशास्त्र विभाग
मोडी लिपी प्रशिक्षण वर्ग २०१७-१८

उद्दिष्ट्ये :

- विद्यार्थ्यांना मोडी लिपीचे प्रशिक्षण देणे.
- विस्मरणात चाललेल्या मोडी लिपीचा प्रसार करणे.
- ऐतिहासिक दस्तऐवजाचे वाचन करण्याकरिता प्रोत्साहित करणे.

कालावधी : ३० तास

अभ्यासक्रम :

- मोडी लिपी बाराखडी
- मोडी लिपी लेखन
- मोडी लिपी वाचन


Head
Department of Political Sci.
A.S.S. Mahavayalgi, Medha
Tal.- Jawali Dist.- Satara

जयवंत प्रतिष्ठान हुमगाव संचलित
आमदार शशिकांत शिंदे महाविद्यालय मेढा
राज्यशास्त्र विभाग
मोडी लिपी प्रशिक्षण वर्ग २०१७-१८
तोंडी परीक्षा

अ.क्र.	विद्यार्थ्यांचे नाव	गुण
१	चिकणे पल्लवी यशवंत	१०
२	ढोकळे अर्चना रवींद्र	०८
३	गाडे प्रजा जनार्दन	१०
४	पवार जय जोतीराम	१०
५	साबळे विशाल अशोक	०९
६	सरडे संदीप बबन	१०
७	शेलार अंकिता नारायण	०८
८	शिंदे मयूर शिवाजी	०९
९	तांबे सुशांत शंकर	०८
१०	वांगडे निकिता शामराव	०९


Head
Department of Political Sci.
A.S.S. Mahavidyalay, Medha
Tal.- Jawali Dist.- Satara

जयवंत प्रतिष्ठान हुमगाव संचलित

आमदार शशिकांत शिंदे महाविद्यालय मेढा

राज्यशास्त्र विभाग

मोडी लिपी प्रशिक्षण वर्ग २०१७-१८

विद्यार्थी उपस्थिती

	विद्यार्थ्यांचे नाव	०८/०१	०९/०१	१०/०१	११/०१	१२/०१	१३/०१	१४/०१
१	चिकणे पल्लवी यशवंत	P. Yashwanth	P. Yashwanth	P. Yashwanth	P. Yashwanth	P. Yashwanth	P. Yashwanth	P. Yashwanth
२	ढोकळे अर्चना रवींद्र	A.R. Dhokle	A.R. Dhokle	A.R. Dhokle	A.R. Dhokle	A.R. Dhokle	A.R. Dhokle	A.R. Dhokle
३	गाडे प्रजा जनार्दन	P.J. Gade	P.J. Gade	P.J. Gade	P.J. Gade	P.J. Gade	P.J. Gade	P.J. Gade
४	पवार जय जोतीराम	J.P.	J.P.	J.P.	J.P.	J.P.	J.P.	J.P.
५	साबळे विशाल अशोक	V. Sable	V. Sable	V. Sable	V. Sable	V. Sable	V. Sable	V. Sable
६	सरडे संदीप बबन	S. Sade	S. Sade	S. Sade	S. Sade	S. Sade	S. Sade	S. Sade
७	शेलार अंकिता नारायण	A. Shelar	A. Shelar	A. Shelar	A. Shelar	A. Shelar	A. Shelar	A. Shelar
८	शिंदे मयूर शिवाजी	M. S. S.	M. S. S.	M. S. S.	M. S. S.	M. S. S.	M. S. S.	M. S. S.
९	तांबे सुशांत शंकर	S. S. Tambhe	S. S. Tambhe	S. S. Tambhe	S. S. Tambhe	S. S. Tambhe	S. S. Tambhe	S. S. Tambhe
१०	वांगडे निकिता शामराव	N. W. D.	N. W. D.	N. W. D.	N. W. D.	N. W. D.	N. W. D.	N. W. D.

(Signature)
Head

Department of Political Sci.
A.S.S. Mahavidyalay, Medha
Tal.- Jawali Dist.- Satara

जयवंत प्रतिष्ठान हुमगाव संचलित
आमदार शशिकांत शिंदे महाविद्यालय मेढा
राज्यशास्त्र विभाग
मोडी लिपी प्रशिक्षण वर्ग २०१७-१८
गुणपत्रक

अ.क्र.	विद्यार्थ्यांचे नाव	लेखी परीक्षा गुण(४०)	तोंडी परीक्षा गुण(१०)	एकूण गुण(५०)
१	चिकणे पल्लवी यशवंत	२६	१०	३६
२	ढोकळे अर्चना रवींद्र	२२	०८	३०
३	गाडे प्रजा जनार्दन	१५	१०	२५
४	पवार जय जोतीराम	२८	१०	३८
५	साबळे विशाल अशोक	३३	०९	४२
६	सरडे संदीप बबन	३०	१०	४०
७	शेतार अंकिता नारायण	२९	०८	३७
८	शिंदे मयूर शिवाजी	३०	०९	३९
९	तांबे सुशांत शंकर	२५	०८	३५
१०	वांगडे निकिता शामराव	२१	०९	३०


Head
Department of Political Sci.
A.S.S. Mahavidyalay, Medha
Tal.- Jawali Dist.- Satara


Principal
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara



Jaywant Prathisthan Humgaon,
Amdar Shashikant Shinde Mahavidyalay, Medha
Tal-Jawali, Dist.-Satara.
Department of Political Science
Modi script Training Programme 2017-18

Certificate

This is to certify that Mr/Miss/Mrs has actively completed the training programme in **Modi Script** in the academic year 2017-18 and obtained **Grade.....**

Mrs.Gayatri Jadhav

Head, Dept.of Political Science

Dr.M.B.Waghmode

Principal



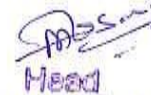
Jaywant Pratishthan Humgaon, Sanchalit
Amdar Shashikant Shinde Mahavidyalay, Medha
Department of Commerce

Year 2017-18

Name of Add on /Certificate programs offered	Certificate course in Soft Skill Development
Course Code (if any)	NA
Year of offering	2017
No. of times offered during the same year	Once in a Year
Duration of course	15 December 2017 to 3 February 2018
Number of students enrolled in the year	124
Number of Students completing the course in the year	124


Head

Department of Accountancy
Amdar Shashikant Shinde Mahavidyalay,
Medha, Tal. Jaoli, Dist. Satara


Head

Department of Commerce
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara



उद्यमेन हि सिध्यति: कार्याणि न मनोरथैः :

Jaywant Pratishthan Humgaon Sanchalit

Amdar Shashikant Shinde Mahavidyalay, Medha

Tal. - Jawali, Dist. - Satara

**Estd.
2002**

President: Hon. M.L.A. Shashikant J. Shinde

Principal: Dr. M.B. Waghmode

M.A.,M.Phil.,Ph.D., G.D.C. & A.

Office: 02378-285645,

E-Mail: accmedha@yahoo.com, accmmedha@rediffmail.com

www: assmmedha.in

Ref. No.

Date 21/6/2017

To,

The Heads,

Concerning Departments

Amdar Shashikant Shinde Mahavidyalay, Medha

Subject: Approval to Certificate Courses

Respected Head of Departments,

We are pleased to inform you that the College Development Committee of our College has approved the following Certificate course in its Meeting held on 19th June 2017. You are hereby informed to adhere to the norms stipulated to each course and follow the prescribed procedure to commence courses.

Following courses have been approved from year 2017-18

Sr. No.	Department	Name of the Course
1.	Commerce	Certificate Course in Soft skill Development
2.	Economics	Certificate Course in Banking
3.	Political Science	Certificate Course in Modi Script



M.B. Waghmode
Principal

Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

Certificate Course in Soft Skill Development

Course Objective:

The objective of the Course is to inculcate potential skills in the learners to prepare them to deal with the external world in a collaborative manner, communicate effectively, take initiative, solve problems, and demonstrate a positive work ethic so as to hold a good impression and positive impact.

Learning Outcomes:

After the completion of course, the students will be able to:-

1. Learn about personality, stress management SWOT analysis and goal setting.
2. Know about various aspects of soft skills and learn ways to develop personality.
3. Understand the importance and type of communication in personal and professional environment.
4. Develop their own specific skills.

Duration of the Course (in hours): 30 hours

Exam/Evaluation:

- Seminar Exam score = 20%
- Oral Exam Score = 20 %
- Final Exam Score = 60% of the proctored certification exam score out of 100
- Final Score = Seminar Exam score + Oral Exam score + Final Exam score

Criteria to Get a Certificate:

Student will be eligible for a Certificate only if average seminar and oral exam score is $\geq 16/40$ and final exam score is $\geq 28/70$. If one of the 2 criteria is not met, student will not get the certificate even if the Final score $\geq 40/100$.



Principal
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

1.1 Introduction to Personality

In daily life, you have either listened or spoken statements like following:

‘Sushant seems to be crazy’

‘Ramola is short-tempered’

‘Papa is open minded’

‘Clerk was helpful’

The words highlighted are adjectives to describe the personality of persons. We use many such adjectives frequently but if we are asked to define personality, interestingly, many of us are not able to do it. These descriptions are sometimes accurate and sometimes result in loose talks, gossips and misunderstandings. So let’s know more about personality.

1.1.1 What is PERSONALITY?

Personality is the word derived from Latin word ‘Persona’. It literally means ‘Mask’. While describing personality, common man uses the word ‘mask’ in negative way. But in reality, it speaks about the roles people play in life. These roles when overpowers you, they hide your true ‘Self’ but if you are aware of their boundaries, they will add to your personality. Many experts from psychology have studied personality in depth and put different theories of personality. Following are the major findings which help us to understand this concept.

- Points to be kept in mind to understand the concept of personality:
- Personality is *A Style of Life*. It speaks about UNIQUENESS of individual. Every individual has HIS/HER OWN PERSONALITY!
- Outer appearances, colour of skin and physical characteristics have very limited value in understanding personality
- Personality is an ORGANIZED aspect of person which is consistently observed at different times and across similar situations. It is relatively permanent.
- Attitudes, beliefs, strong habits, consistently shown motivations form major part of personality.
- Responses given in specific situations don’t give much information about personality
- Take into account Social and Situational contexts before interpreting one’s behaviour and label his/her personality.

There is nothing like ‘Universal Ideal Personality Characteristics’. The situations, cultures and contexts determine the importance of these characteristics. Not just the traits but how you translate them into behaviour is very important.

It is generally observed that people organize their personality characteristics or traits hierarchically in order of their importance in life. Gordon Allport, a Harvard University Psychologist, has described this hierarchy with three levels.

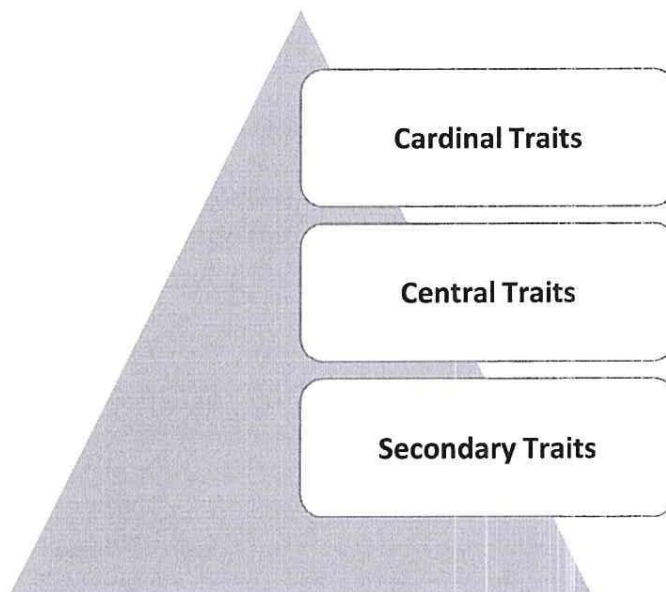


Figure: Allport's Hierarchy of Personality Traits


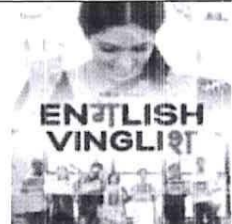
Cardinal traits: These are those personality characteristics which dominate the whole life of an individual. They shape individual's orientation towards life and society. They are the *master controller* of the behaviour. Very few people have cardinal traits. Also the number of these cardinal traits are only one or two. Dr. Babasaheb Ambedkar has exhibited rationalism as his cardinal trait. Throughout his life he tried to give justice to all, fought against inhuman practices in Indian society. We are really fortunate that such a rationalist is the Principal Architect of Indian Constitution.

Central traits: They come next in the hierarchy. Though not as powerful as cardinal traits, they are basic building blocks of personality for normal people. Their number varies from 6 to 12. We can describe persons with these consistently visible characteristics easily. For example, Radha is kind, hard worker, cool, supportive. Another example is Aamir Khan is perfectionist, intelligent, thoughtful, strategist, reserved and disciplined

Secondary traits: They are put at the bottom of the hierarchy by Allport. They are plentiful and not consistently observed like central traits. They are exhibited only under specific circumstances. These traits are less helpful in understanding personality. Our attitudes, preferences, interests can be put under this category. Sometimes we show them, sometimes we hide them and sometimes we even act exactly opposite to them. For example, a cool person behaves aggressively when provoked by someone. A bold person may experience stage fear.

1.2 Self-Esteem and Self-Confidence

“I’m worthy of love!” “Believe In Yourself!” “The strongest factor for success is self Esteem. Believing you can do it, believing you deserve it, believing you will get it!!”

	<p>“Your Faith in your abilities makes you respect yourself. Such Kind of Love and respect yourself is self</p>		<p>English Vinglish Movie(2012) Shridevi starrer movie about self esteem & self</p>
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High self-esteem	Low self-esteem
<ol style="list-style-type: none"> 1. Gives you the courage to try new things and the power to believe in yourself. 2. Makes you optimistic./Builds optimism. 3. Helps to resolve your problems and help others. 4. Self motivated./Encourages self motivation. 5. Helps to understand the strengths & weaknesses. 6. Helps to enjoy interacting/interaction with others. 	<ol style="list-style-type: none"> 1. Makes you feel excluded and disconnected from society. 2. Makes you want to surrender your individuality and conform to stereotypes. 3. Makes you feel you can't handle life's challenges/inferior. 4. Leads to depression, destructive behavior, eating disorders or alcohol/drug abuse.

1.2.1 Tips to deal with Low self Esteem

1. Every day, write down something you like about yourself- skills, traits, looks etc. Start living with what you have in your hand now.
2. Throughout the day, keep writing down your feelings as and when you feel them.
3. Become aware of your negativity- Notice the incidences when you become negative every day. Train yourself to behave positively in those situations.
4. Sometimes looking objectively at yourself and your situation can make you feel more positive.
5. Converse with yourself. Why are you feeling this way? How can you make yourself feel better with non- destructive ways?
6. Stop judging or criticizing yourself as well as others.
7. Practice meditation for minimum 15 minutes a day. Meditation means doing something with total engrossment that relieves you of all your inner anxiety and you feel relaxed.
8. Learn to let it all go- Practice detachment from the things you're upset with.
9. Be an active participant in your life- Don't allow emotions to control you, instead, you control your emotions.

1.2.2 Self Confidence

“Self Confidence is merely a belief that you can successfully perform a desired activity.

It's an important trait to possess”.

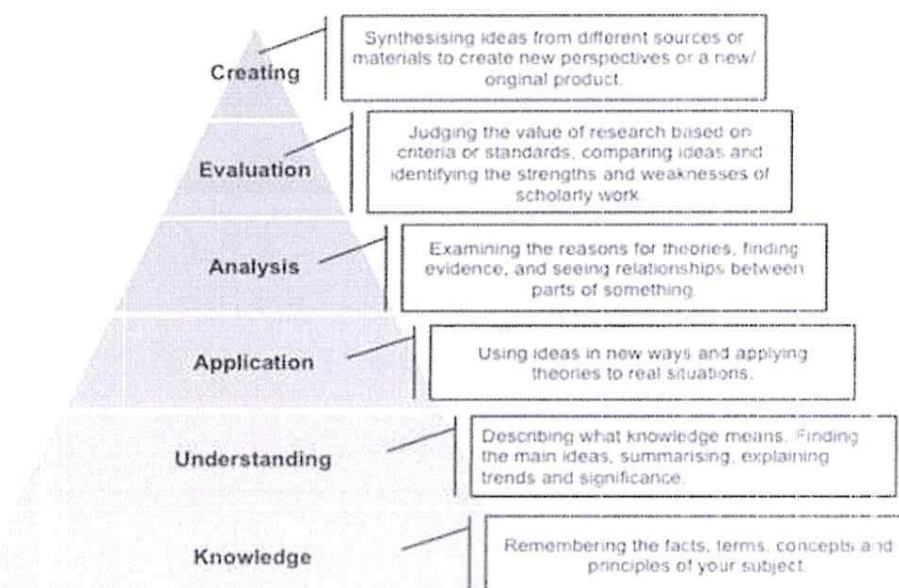
Do's for boosting self-confidence	Don'ts for boosting Self- Confidence
<p>Set challenging and realistic goals.</p> <ul style="list-style-type: none"> • Stay positive – believe in yourself. • Practice thinking and acting with conviction. • Learn from your mistakes. • Be competitive. • Get to know yourself. • Live with principles. • Empower yourself with knowledge. • Have a high aim 	<ul style="list-style-type: none"> • Don't be a critic of yourself. • Don't expect to be successful at the first attempt. • Don't be afraid of seeking help. • Don't possess negative thoughts. • Don't feel inferior.

“Never underestimate what’s inside you that make you special. Believe in yourself- even when no one else believes in you.”

1.3 Thinking and Problem Solving Skills

When we enter into real world, we often find that bookish answers which are based on memorization during school days won't work. Solving real life problem is always harder than answering question in examinations. They require higher-order thinking skills.

The great educationist Benjamin Bloom has explained six different types of thinking. He also ranked them in order of complexity which is popularly known as Bloom's Taxonomy which is given in Figure 1. The simplest type of thinking is related with 'Knowledge' (see at bottom) and the most complex type of thinking is 'Creating' (see at the top). The in- between types in order of ascending difficulty are Understanding, Application, Analysis and Evaluation. Figure 1: The Bloom's Taxonomy of Thinking



We can understand easily that in school years, we have practiced the lower level skills, particularly 'Knowledge' to succeed in examinations. It may have resulted in better grades but on field, they have limited value. The successful career demands higher level thinking skills. They help you to move from lower to upper level of management and leading positions during career growth.

Following Table gives features of Six Levels of Thinking in brief.

Type of Thinking	Efforts required for Acquisition	Description	Example
Level I: KNOW (REMEMBER AND RECALL)	Very Easy	Most primitive and basic level of human thinking. Use of repetition and mugging up in order to remember the information	During school days, Priyanka memorized chemical reactions through repeating them loudly in order to get marks in examination. She was not able to clear their meanings when asked in class. A baby mimics familiar dance steps without understanding the context.
Level II: UNDERSTAND	Easy	Use of explanation to clarify concepts. Focus is on understanding 'WHY' Gives meaning to the information	Through reading with comprehension, Priyanka understood that Chlorine (Cl) destroys Ozone (O ₃) by releasing O ₂ and thereby causes Ozone Layer Depletion.
Level III: APPLY	Somewhat Difficult	Applying and experimenting the learned material in practice. Important for skill development Helpful in getting confidence over one's knowledge	Priyanka went into laboratory and conducted experiments with chlorofluorocarbon (CFC) gases and collected O ₂ from different chemical reactions.
Level IV: ANALYZE	Moderately Difficult	Examining relationship among different parts of big structure Recognizing similarities and differences between concepts and learned material.	Satish analysed the tax structure of India and prepared a chart showing the difference between direct taxes and indirect taxes. He also understood the separation of power of central and state governments to make taxation laws. He understood that goods and services tax (GST) is an indirect tax and both centre and states can levy them.

Level EVALUATE	V: Highly Difficult	Making own judgment after assessment of information Criticizing an idea Deciding the value of a thing, data or an idea after detailed scrutiny	Satish favoured GST system for India because it will help to integrate Indian economy. This single indirect tax structure will boost economy in long run. At the same time, he felt that the decision to implement it was hasty. Overall, he takes positive stand on GST regime.
		Putting parts or	Prasoon Pandey has become an
		pieces together to	icon in creative advertising field.
		create new thing,	He has firmly established different
		idea or product	brands in the minds of million
		Reorganize parts or	people through new ideas.
		pieces innovatively	Following are few examples.
Level CREATE	VI: Most Difficult	Leads to patents and copyrights Highly demanded in the world of	<i>'Kuch Meetha Ho Jaye'</i> tagline for Cadbury. <i>'Ye Fevicol ka jod hai, tutega nahi'</i> for Fevicol
		competition	<i>'Dimag ki batti jala de'</i> for Center
		Helpful in bringing	<i>Fresh</i>
		Disruptive	
		Technology	
		Makes the parson	
		'Exceptional' in	
		organization	

Table 1: Features of Six Levels of Thinking in Bloom Taxonomy

1.3.1 The Critical Thinking and Creative Thinking:

All levels of thinking narrated above are not mutually exclusive but connected with each other. Broadly speaking, the first five levels of thinking can be grouped under 'Critical Thinking Abilities' while the level six can be described as 'Creative Thinking Ability'.

Following are few important guidelines to develop these skills.

1.3.2 Tips for Critical Thinking:

Critical thinking allows you to ask right question at right time to comprehend problem, data and decisions. To develop this ability, remember the following tips:

- Be open and serious to take into account different points of view before making any argument.
- Support your argument by giving right, reliable and enough data. Opinion has not much value in critical thinking
- Study the views which contradict your argument and don't hesitate to admit the loopholes in your judgement.
- Find out your own biases and prejudices which interfere in building the capacity to think objectively and logically.

- Keep your arguments issue based only and try to avoid attack on personal characteristics of others.

1.3.3 Tips for Creative Thinking:

Creative thinking, when applied successfully, brings 'Aha!' experience with great joy. But it is equally true that such experiences are rare. To develop this ability, use the following tips:

- Keep childlike curiosity alive with immense energy to gather new information
- Make a habit of 'rearranging known things' or 'putting altogether new thing' to create new possibilities and options and give them a try.
- Show the courage to ask questions to yourself again and again to find out more innovative and effective solution.
- Avoid rigid thinking that there exist 'one best or right' answer for the problem. Be flexible and accept that life is full of possibilities. There exist many solutions to a problem and all may be best and right different life contexts.
- Don't see functions of people and instruments in fixed way. Think of new ways to utilize them. The tyre of a car though used primarily for wheels, may be used in many other ways which are innovative one. Same thing is true in most of the cases. You should cultivate habit of looking old in new ways.
- Keep patience during incubation process. Don't expect quick results. Every new idea starts with trial and error and initial failures should be seen as learning experience. Enjoy this uncertainty. Remember that 'Knowing something is not working' is also a knowledge.

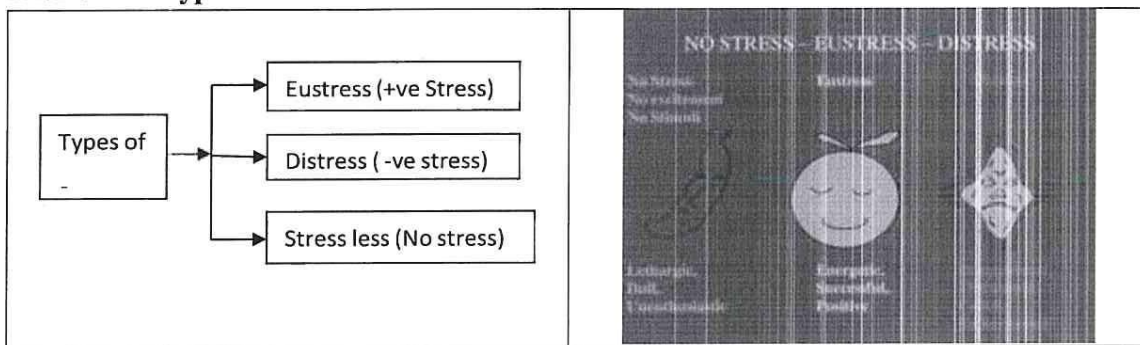
1.4 Stress Management

Dear Stress!! Let's Break Up!!

Stress, by definition, is the inability to cope with a threat (real or imagined) to your well- being, which results in a series of responses and adaptations by your body.



1.4.1 Stress Types



Mostly we use stress word as Distress. The following are the common signs of stress.

1.4.2 Common signs of stress

<p>Physical Signs:</p> <ul style="list-style-type: none"> ▪ Appetite- increase or decrease ▪ Sleep – increase or decrease ▪ Breathless ▪ Nervous twitches ▪ Nausea ▪ Muscular tension ▪ headaches ▪ Trembling ▪ Dry mouth 	<p>Emotional Signs:</p> <ul style="list-style-type: none"> ▪ Sense of failure ▪ Tearful ▪ Loss of Confidence ▪ Isolated ▪ Withdrawn ▪ Low self –esteem ▪ Clumsy ▪ Irrational ▪ Inability to concentrate ▪ Loss of interest
---	---

1.4.3 How to deal with stress

- Eat well-balanced meals.
- Get enough sleep.
- Exercise daily. Relax your body by tensing relaxing.
- Take deep breaths slowly count to 10.
- Take tea coffee break.
- Talk to someone.
- Accept that you cannot control everything.
- Maintain to try a positive attitude. Acknowledge your value, praise yourself when you do well. Accept compliments; Don't deny them
- Identify the stressor-attempt to change it, if unable to change it ,accept it; If unable to accept, move away.
- Accepting your own feelings let them out. Don't deny them.

1.5 SWOT ANALYSIS

SWOT is an acronym that stands for Strengths, Weaknesses, Opportunities and Threats. Strengths describe what an individual excels at. Weaknesses refer to the areas where an individual need to improve. Opportunities refer to where the individual is best suited for whereas threats refer to the external factors that hinder individual efforts to succeed.

SWOT analysis is a foundational assessment model for understanding strengths and Weaknesses and for identifying both the opportunities and threats that a person or organization face. Personal SWOT analysis can be immensely helpful for the personal development. Whether you are looking for a new job or trying to climb the corporate ladder or working on your life goals, Personal SWOT analysis can help you achieve your goals.

Strengths and weaknesses are frequently internally related as one has a direct influence on them. We can influence them by spending time and energy. On the other hand, opportunities and threats are external factors on which one has less influence. It is thus obvious that strengths and weaknesses are favourable factors whereas opportunities and threats are unfavourable factors in terms of achieving your objective.

1.5.1 How to do SWOT Analysis

To conduct the personal SWOT analysis, create a table divided into four columns as shown below.



Next, list all of your strengths, weaknesses, opportunities and threats in corresponding quadrant. Ask yourself the questions on each of the four areas being examined. Answer honestly as it is very crucial for proper SWOT analysis.

The following tips may help you for doing this.

Strengths: List all your strengths even the ones which have been dormant for a while.

- How are you different unique and special?
- What are you good at naturally?
- What skills you worked to develop?
- What are your talents or natural born gifts?
- How strong is your network or connections?
- What do other people see as your strengths?
- What values and ethics set you apart from your peers?

Weaknesses: This part examines the area in which you should improve. List all of your weaknesses in corresponding quadrant.

- What are your negative work habits and traits?

- Does any part of your education or training needs improving?
- What would other people see as your weaknesses?
- Where can you improve?
- What are you afraid to do most or likely to avoid?
- Opportunities: Look at the external factors that you can take advantage of to pursue your goals and dreams.
- What is the state of the economy?
- Is there a new technology in your area?
- Is there a new demand for a skill or trait you possess?
- Look at your strengths and ask yourself if they open any opportunities.
- Look at your weaknesses and ask yourself if you could open up opportunities by eliminating these weaknesses

Threats: This part consists the external factors that can jeopardize your success.

- Do your weaknesses inhibit your ability to rise in your life?
- What is the biggest external danger to achieve your goals?
- Is there a strong competition for the types of jobs for which you are most suited?
- Are there any new professional standards you can't meet?
- Is there any new technology, education or certification requirement that will improve your progress?

Once you have filled the information in each matrix, there are two ways to analyse the information and build a strategy; matching or converting.

Matching means connecting two of the categories to determine the course of actions. For example, matching strengths to opportunities shows where to be aggressive and take action. On the other hand, matching weaknesses to threats exposes those areas you should work on or situations to avoid and let you know where to be more defensive.

To convert is to change negatives into positives. In other word, converting your weaknesses into strengths or threats into opportunities. This can be done by growing skills set or education or finding a creative way to feature a weakness as strength.

Once the personal SWOT analysis is completed, it is crucial to follow through the insights that you have uncovered during the analysis.

1.5.2 Goal setting

Goal setting is the process of deciding what you want to accomplish and designing a plan to achieve the result you desire.

Setting goals is a great way to give yourself direction, focus and motivation. Whether your goals are big or small, the first step in achieving them is deciding what they are!

1.5.3 Types of Goals:

There are different types of goals depending upon time and topic. Time based goals are associated with time scale and are categorized as either long-term or short-term. Long-term goals are achieved over time as a person completes the stages of their life. People set long-term goals for themselves by envisioning what they want to be doing and where they want to be five to twenty years from the present. Long term

goals consist of family, lifestyle, career, and retirement goals. Short-term goals are ones that a person will achieve in the near future, typically in less than one year. Short-term goals are often, but not always, steppingstones on the way to achieving long-term goals.

Topic based goals can be personal, professional, career, and financial. They are typically classified as Academic, Career, Financial, Physical, Social, Spiritual and Personal goals.

1.5.4 Strategy for Goal Setting:

Setting goals is a great way to give yourself direction, focus and motivation. Whether your goals are big or small, the first step in achieving them is deciding what they are!

SMART Goals (Specific, Measurable, Attainable, Relevant, Time Bound) goals:

Specific: help us to focus our efforts and clearly define what we are going to do. Specific is the what, why, and how of your goal. The “what” section is an outline of what you are going to do. The “why” section covers why it is important for you to do this at this time. The “How” relates to action plan that you are going to follow for achieving your goal.

Measurable: Goals should always be measurable. If we do not set our goals in measurable terms, it is very difficult to assess whether we have achieved them.

Attainable: Make sure that it's possible to achieve the goals you set. If you set a goal that you have no hope of achieving, you will only demoralize yourself and erode your confidence.

Relevant: Goals should be relevant to the direction you want your life and career to take. By keeping goals aligned with this, you'll develop the focus you need to get ahead and do what you want.

Time Bound: Set a timeframe for the goal: for next week, in three months, by the end of the competition season, etc. Putting an end point on your goal gives you a clear target to work towards. If you don't set a time, the commitment is too vague.

1.5.5 Action plan to achieve your goals:

Define your goal:

Use SMART goal strategy and define your goal. Remember, you need to make your goal specific and realistic. This means that your goal should be achievable, measurable and have an end point. Set sub-goals. A challenge to reaching goals is that often the due date is so far away that many people put off taking action until it's too late. Instead, looking at the amount of time you have and the goal you want to reach, create sub-goals that move you toward the big goal. Determine What Needs to Happen to Reach Your Goals. During this step, get specific on what it takes to reach your sub and big goals within the time frame.

Decide What Actions Are Required to Reach Your Goals:

Identify what tasks/actions you need to reach your sub and big goals

Put Your Actions Into a Schedule.

Put those tasks required to achieve your goals into your schedule by making a daily plan. These are the tasks you do each day to generate the prospects and leads.

Follow Through

Strictly execute your schedule. Keep track of your accomplishments and results.

Goal setting Tips

- Identify the area that you want to write the goal (academic, personal, etc...)
- Evaluate past and present achievement to consider the extent to which the goal is realistic and action-oriented
- State what you want to accomplish.
- Describe how to measure the goal.
- Include a specific completion date (timely).
- Evaluate you goal statement is it really a SMART goal.
- If necessary, make modifications to your goal statement.

UNIT II: Interpersonal Skills

2.1 HARD SKILLS AND SOFT SKILLS:

Suppose Ramesh and Suresh are well known doctors who properly diagnose and prescribe medicines for different diseases. Looking at their attitudes and personalities, Ramesh is arrogant, short-tempered and bad listener. He believes that there is no place for emotions while treating patients. On the contrary, Suresh show empathy and kindness towards patients. He makes them calm, relieves their pressure, discusses and clears their irrational doubts and develops rapport with patients. Who will you think will be more successful and effective in long run? You are right - *Dr. Suresh! He exhibited both hard and soft skills while Ramesh has hard skill only. Hard skills are base which keeps you in market while soft skills make you a STAR PERFORMER!*

2.1.1 HARD SKILLS AND SOFT SKILLS: WHAT THEY ARE?

Hard Skills are the skills related to knowledge and expertise in technical and professional areas. They are commonly regarded as 'Technical Skills' which are domain- specific. They are predominantly learned through formal education (school and higher education), skill training programs, basic to advance level courses, job apprenticeships, online courses etc. They are considered as a necessary requirement for getting any job. On the other hand, Soft Skills are related to attitude and personality carried out in interpersonal and behavioral areas. Commonly known as 'Non-Technical Skills' which are required in every domain of life. They are not specifically taught in schools and colleges. They are generally learned through introspection, observation, trial and error, following a role model etc. Nowadays, soft-skill training programmes are also available online. Soft skills make you a STAR performer in organization.

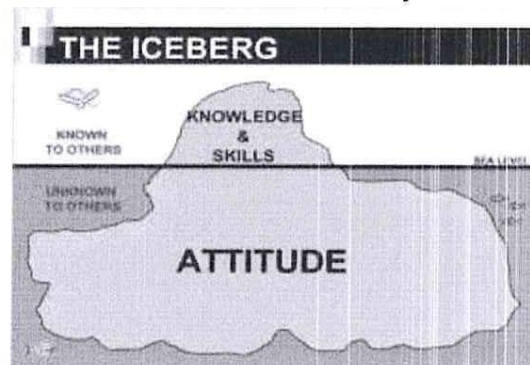


Figure1: Iceberg Model of Hard v/s Soft Skills

The ICEBERG MODEL describes the characteristics of hard skills and soft skills aptly. We can see that the hard skills are easily observed by others like the tip of iceberg above sea level while soft skills are not observed easily and lie beneath the surface in the form of ATTITUDE. For effective delivery of knowledge and technical skills, you require proper attitude with interpersonal and social skills. Both hard skills and soft skills are important for successful and effective career.

2.1.2 HARD SKILLS VERSUS SOFT SKILLS:

Following table highlights the differences between these skills.

Hard Skill	Soft Skill
These skills are area-specific related to knowledge and expertise in technical and professional domains.	Soft skills are 'Non-Technical Skills' which are related to attitude and personality. They are exercised during interpersonal and group interactions and are required in every domain of life.
Left brain is more related to these analytical and logical processes and the concept of 'Intelligence' is used to describe them.	Right brain is more related to interpersonal and creative processes and the concept of 'Emotional Intelligence' is used to describe them.
They are based on concrete rules, procedures and therefore remain intact though the working environment changes.	They are based on context of work environment which changes from time to time depending on organizational culture and expectations of colleagues.
These skills are generally learned through formal education (school and higher education).	These skills are not taught in schools and colleges. They are generally learned through trial and error, observation, introspection and self-reflection, following a role model etc.
We can measure them quantitatively with the help of marks, grades, credits, certificates, degrees as well as practical actions. Examples: Typing skills, computer programming, medical knowledge, engineering expertise, accounting and auditing competency, writing skills, acting skills, skills in photography etc.	It is hard to measure these skills quantitatively. We can observe them qualitatively through interpersonal skills. Many new tools and tests are also used to give feedback to employees for improvement in these skills Examples: Etiquettes, active listening, flexibility, effective communication, patience, teamwork, cooperative mindset, leadership, managing diversity, managing stress, working under pressure etc.
These skills are necessarily mentioned in job descriptions and postings.	These skills are specially tested in interview as well as during apprenticeship or promotions with the help of observations done by seniors, colleagues and juniors.

2.1.2 WHY DO SOFT SKILLS MATTER?

In the era of globalization, knowledge and technical skills (hard skills), though important, are not enough to move forward on career ladder. The job market is giving equal weightage to personality and attitude related skills (soft skills) of the aspirant. The words like teamwork, project leadership, mentoring, networking, coordinating are becoming the buzzwords in multi-cultural working conditions. Therefore, the ideal choice for employers is the candidate who exhibit both skills. The soft skills in particular have become important for higher level posts. It keeps organizational environment healthy and enhances productivity of team. The college life is the right period to experiment, practice and acquire these skills. Following are few important skills to be nurtured for prosperous career and life:

2.2 Effective Communication

Communication is known to be fourth basic need of human being. It helps immensely in fulfilling our life aspirations irrespective of the fields we choose. During leading, it helps us to transfer ideas and instructions and thereby delegate authority to team members to get the work done. But

one must understand that giving sugar-coated talks or using flowery words are not considered effective in long run though they look attractive. The real criteria for effective communication is to listen carefully and conveying message to audience. Great communicators can regulate their voice, body language and style to explain complex issues in understandable language. They take special efforts on their ideas and tasks before telling it to colleagues. Their messages are clear, timely and with optimum number of words.



Picture 1: Mahatma Gandhiji lifting sea-salt at Dandi, Gujrat in 1930

Mahatma Gandhi's non-violent civil disobedience Dandi Salt-Satyagraha in 1930 effectively conveyed the message to British government against their brutal taxation on salt. The symbol chosen was 'Salt', a daily requirement of every household, which have united all Indians. Gandhiji was a great communicator who pulled all sections of Indian society in freedom struggle.

1. Teamwork

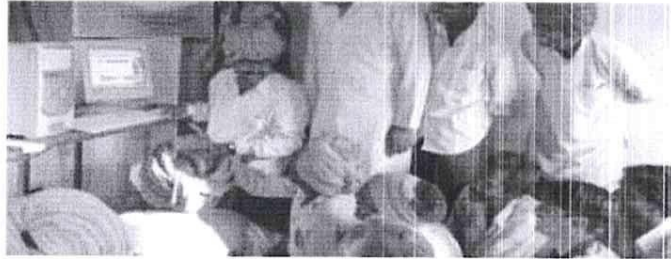
Most of our goals are not achievable without teamwork. To become a team member, one should go beyond one's personal ambitions. One should leave selfishness and jealousy aside. The shared common goal should be a priority. Good team players understand needs and concerns of others. Even if there are strong differences of opinions, once the decision is made they carry their responsibility by heart.



Picture 2: 2011 Cricket World-Cup Winner Indian team celebration with trophy.

The best example is the 2011 Cricket World-Cup Winner Indian team. Though the best batsman and Man of the Series in that tournament was Yuvraj Singh, Mahendra Singh Dhoni had come for batting ahead of him at the most crucial phase of the final match. Why? The answer was respecting Sachin Tendulkar's advice! The advice sent through Sehwag to Dhoni (Captian) was: "If left-handed batsman on ground gets out then left-hander Yuvraj will go and if right-hander gets out Dhoni will go." This experienced senior advice was followed and we know rest of the history! This was great teamwork.

flexibility allows you to adapt to new challenges. It throws your mind open and bring willingness to learn new things.



Picture 5: Indian farmers using E-Choupal, a technological facility for Agriculture

The age old traditional techniques in agriculture have made life of Indian farmers miserable. The government can't help to solve this problem. Farmers have to adapt new ways of agriculture with the help of technology. Using E-Choupal platform to receive weather reports, learn better agriculture practices, order supplies and selling agriculture produce is one such way. The farmers in above picture are using this platform. They have shown flexibility in approach.

2.2.1 Effective Communication what is communication?

It is a process by which we interact with others so as to exchange or share ideas, opinions, thoughts, feelings, news and knowledge. As per the oxford dictionary, communication is exchanging information by speaking, writing or some other medium. Communication can be done orally or in writing or by way of body language eg. gestures, postures and facial expressions.

What is effective communication?

It is the ability to convey our thoughts and ideas to others clearly and precisely and with courtesy so as to get the desired results. It involves learning when to speak, what to speak, how to speak and in what manner.

2.2.2 Need or importance of effective communication

Effective communication is a skill which has to be nurtured and build upon over a period of time. We need to interact and express ourselves constantly, with various people, at various levels; thus it is important to develop the skill for our own personal as well as professional development.

Effective communication leads to:

- Clear understanding of the message
- Increased power of persuasion or negotiation
- Good decisions.
- Good and long lasting personal relations.
- Proper sharing of knowledge.
- Increased confidence and sense of well-being.
- Creating good first impression by projecting us as mature, confident, credible and competent.
- Improved team-spirit.

“If you just communicate, you can get by, but if you communicate skillfully, you can work miracles.”

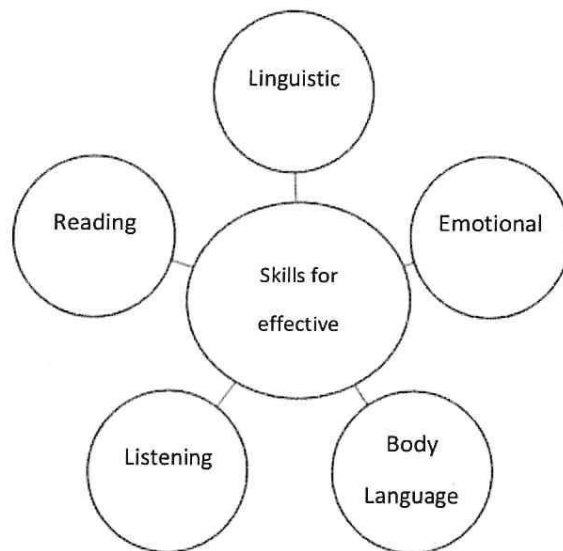
-Jim Rohm

2.2.3 6 C's of effective communication:

- 1. Completeness:** Information conveyed should be complete in all respects so that there is no scope for doubts. It eases decision making and also indirectly, influences the other party to give you the desired result.

2. **Conciseness:** It means communicating what you want to say in the least possible words and as simply as possible; such a message is more appealing and easy to comprehend.
3. **Clarity:** It means stating your goal or objective as clearly as possible with complete clarity of thoughts and ideas. There should be no place for ambiguity.
4. **Correctness:** All facts, figures, dates, diagrams and data should be mentioned correctly and if possible, chronologically.
5. **Cohesiveness:** The content of the message should be cohesive. Move from one point to another logically and smoothly. Do not jump from one point to another, as it deters easy understanding of the message.
6. **Courtesy:** Courtesy means being polite while communicating. Being respectful to others helps to strengthen bonds and avoid hostile situations.

2.2.4 Skills for effective to communication:



Linguistic skills: To communicate effectively, it is necessary to have good command over language. Appropriate use of words and sentences is necessary. Refresh your knowledge of grammar. Increase your vocabulary. Use simple and short sentences. Avoid jargons and highly technical terms. Develop good reading habits.

Body language and oratory skills: A person's body language conveys a lot more than what his/her words say. Body language and tone say a lot about your emotional state. Learn about good body language. Work on maintaining good posture and facial expressions. Maintain eye contact. Speak slowly, in a low and steady voice-it conveys confidence and authority. Learn about tone, pitch and intonation of voice.

Listening skills: Learn to be a good listener. Give others a chance to speak. Do not interrupt. Hear what he/she has to say carefully and with interest. Make mental notes of important points or write them down. Comprehend, analyze and evaluate upon these points and then voice your views.

Reading skills: Develop good reading habits. Read, comprehend, recollect and reflect. Take notes where needed. Use the information gained wisely. Learn to read between the lines that is try to understand the underlying meaning of what you read.

Emotional Skills: Learn to deal with anger, stress and unpleasant situations with calm mind. Develop self esteem and positive outlook. Try not to be prejudiced and judgmental. Be socially active. Engage in hobbies. Exercise and meditate.

2.3 Skills for successful interview

The job selection process, especially in India, usually comprises of the following rounds:

- A written test
- A group discussion
- Interview

In this chapter, we are going to focus on skills for successful interview.

A job interview is an interview that consisting of a conversation between a job aspirant and a representative of an employer which is conducted to assess whether the aspirant should be hired. Interviews are one of the most popularly used devices for employee selection.

2.3.1 Types of Interviews:

Employers conduct different types of job interviews, such as traditional job interview (you are interviewed by one of the representative of the company), behavioural interviews (how you have handled various job situations in the past), case interviews (giving you a business scenario and asking you to manage the situation), group interviews (to quickly pre-screen candidates for the job opening), phone and video interviews (interviews taken through phone or skype), second interviews (a more detailed interview that may last for a long time), and even interviews held during a lunch (to evaluate your social skills and to see if you can handle yourself gracefully under pressure). Every employer has a preferred style of conducting interviews for their hiring decision.

2.3.2 Interview Process:

The interview process is a multi-stage process. The interview process typically includes the following steps: writing a job description, posting a job, scheduling interviews, conducting preliminary interviews, conducting in-person interviews, following up with candidates, and finally making recruitment.

2.3.3 Constructs

There have several attempts to identify which interview strategies or constructs can help employers' to choose the best candidate. Two major categories viz job-relevant content and interviewee performance have been identified.

The job relevant content includes general traits (such as mental ability, personality and interest, goals and values), experiential factors (such as education, training and experience) and core job elements (such as declarative knowledge, procedural skills and abilities).

The interview performance has been primarily related to two major categories viz. social effectiveness skills and interpersonal presentation. Social effectiveness skills mainly involve impression management (Job aspirants attempt to make sure the interviewer forms a positive impression of him/her) and social skills (Job aspirants' ability to adapt his/her behaviour according to the demands of the situation to positively influence the interviewer).

The interpersonal management includes verbal expression (Pitch, rate and pauses during conversation) and non-verbal behaviour (Gaze, smile, hand movement and body orientation during interview). You should be successfully able to handle the interview considering aforementioned points. You should show the employer that, in addition to your sound technical qualifications and background, you are a good communicator, an organized, prepared, and logical thinker, and someone who would add value to the organization.

2.3.4 How to successfully face the Interview:

There are some easy steps that can significantly increase your chances of success at interviews.

Prepare a good resume: Prepare a well-written resume by considering academic and professional achievements, skills, certifications, and other details that make the case for the job. It is usually the first contact between a company and candidate.

2.3.5 Before the Interview:

Research the organization: Look up the company. Look up their competitors. Read their last annual report. Know that company backwards and forwards. Know their past, current role in the market, and their goals for the future.

Practice the Interview: Write down a list of possible questions that are usually asked in the Interviews. Then have a friend act as an interviewer and direct him/her to you in a practice interview situation.

Here are some of the most common interview questions:

- Introduce yourself.
- What are your strengths and weaknesses?
- Tell me about your short term and long-term goals.
- What do you know about our company?
- Why do you want to work for our company?
- Why should we hire you?
- What do you consider to be your biggest professional achievement?
- What is your leadership style?
- How do your friends describe you?
- Where do you see yourself in 5 years from now?
- What are your hobbies?
- What are your salary expectations? Can you justify.
- Are you willing to relocate or travel?

2.3.6 Dress Professionally: The first impression you make on a potential employer is incredibly important. When you meet a potential employer for the first time, they immediately form an opinion of you based on what you're wearing and how you carry yourself. Dress in a manner that is professionally appropriate to the position for which you are applying.

Arrival: Try to arrive at the interview location 15 to 20 minutes before your scheduled interview time. Take some deep breaths, repeat an affirmative saying to yourself, like "I am competent and intelligent" or "this interview is going to go really well".

2.3.7 During the Interview:

1. **First impressions:** Making first impressions take only a minute. Establishing rapport, direct and sustained eye contact, a firm handshake, a warm smile, good posture, and introducing yourself in a confident manner are important ingredients of making a good first impression.
2. **Body Language:** Use good posture, and look the interviewer right in the eye. Sit up straight. Never slouch.
3. **Speak Clearly:** Speak clearly and audibly. Don't mumble. It portrays a lack of confidence.
4. **Listen Before Answering:** Listen carefully to employer. Make sure you understand the question. If not, ask the interviewer to clarify it. Don't be afraid to take some time to think before answering.
5. **Give Precise and brief Answers:** Make your answer concise and to the point. Rambling tends to suggest that you really don't have the answer to the question(s) asked
6. **Be Truthful:** Be honest during the interviews. Don't lie when asked about something you haven't done.
7. **Thank the Interviewer:** Verbally thank the interviewer for taking the time to interview you, before leaving.

2.3.8 Tips for Good Interview:

- Focus on presenting a positive, enthusiastic tone.
- If you are asked to describe a weakness, mention lessons learned, and steer away from negative descriptions.
- Think about three or four key points that you want to make about your personal characteristics, skills you have learned, and relevant experiences that demonstrate that you could perform the job well.
- Find specific, rather than general, examples from your experience that illustrate important points about yourself.
- When answering questions, focus on experiences that demonstrate flexibility, adaptability, responsibility, progress, achievement, creativity, initiative, and leadership.

2.4 Leadership

What is Leadership?

The ability to guide a group of people or an organization with an aim to achieving goals and objectives can be termed as leadership. According to Keith Davis "it is the ability to persuade others to seek defined objectives enthusiastically. It is the human factor which binds a group together and motivates it towards goals."

Leadership is nothing but getting the best out of people by directing them, inspiring them, boosting their confidence and zeal to work and imbibing team spirit in them.

2.4.1 Importance of good leadership

- ✓ Good leadership is important because it plays a very important role in making a group or organization successful in its aims and objectives.
- ✓ It can make people work willingly, efficiently and competently.
- ✓ It helps to communicate goals, vision and strategies to the group members effectively.
- ✓ It helps to give everyone a clear idea about individual tasks and responsibilities.
- ✓ It helps build team spirit and cohesiveness amongst the group.
- ✓ It motivates everyone to do their best.
- ✓ It ensures proper execution of the job at hand.
- ✓ Good leadership helps transform dreams and goals into reality.

“A good leader inspires others to dream more, learn more, do more and become more, you are a leader” --John Quincy Adams“

2.4.2 Leadership styles

The style of leadership adopted reflects the person's thinking, personal attitudes, philosophy and personality. However, the leadership style adopted depends not only on the leader's own persona, but also on the situation to be dealt with, and the nature of the other members of the group. If a person wishes to grow and develop as a leader, he or she may have to change their basic style of leadership from time to time, depending on the given situation. Most commonly found leadership styles are-

1. **Autocratic leadership-** This leadership style is authoritative. Members of the group are expected to only follow the given directions regarding the job to be performed, the way and time to complete the job. This leadership style creates negative impact and is not appreciated. Thus it is not recommended.
2. **Democratic leadership-** In this leadership style, opportunity is given to group members to be a part of the decision making process. This is why members cooperate with the leaders wholeheartedly in execution of the decision taken. This leadership style is widely used.
3. **Laissez-faire leadership-** Laissez-faire literally means 'let them do'. It is also called 'free hand' leadership. Leaders give full freedom to other members of the group to do their job in their own way without any intervention. This leadership style builds trust but critical growth of the organization can be affected.
4. **Bureaucratic leadership-** This leadership style 'goes by the books' that is, these leaders work strictly as per prevalent policies and rules. They might turn down even good ideas, if they are not within the prevalent rules or practices. This leaves little scope to innovate or try out new ideas and can affect achievement of goals.
5. **Transformational leadership-** This leadership style encourages group members to work and think out of their comfort zone. It motivates others to stretch themselves to the maximum limit. This promotes growth of every individual in the group and the group as a whole.
6. **Transactional leadership-** This leadership style establishes duties and responsibilities of each member of the group. It may use incentive programs to motivate the group members.

2.4.3 Essentials of effective leadership are as follows:

Confidence: Effective leadership is not possible without confidence. Only a confident leader can get people to follow him willingly. Only confident leaders can think for themselves and deal with

difficult situations effectively. To be confident, one needs to be well organized. However overconfidence can lead to arrogance, leading to mistrust and unwillingness to work.

Delegation: A good leader must know how to delegate effectively. Delegating the right job to the right person along with right amount of authority and responsibility will allow the leader time to focus on more important issues. Inability to delegate wisely leads to mistrust and unnecessary delays.

Transparency: Good leadership uses transparency in all its activities. It can be attained through effective communication, sound decision making, healthy debating and reaching a consensus. People know exactly why and how a decision has been taken and how it will affect them. It builds trust among the group members and assures that they will give their best.

Communication skills: Effective leadership has good communication skills and is able to inspire members to pursue the group's goals. They can connect to their group members easily.

Good decision making: Good leaders always weigh the pros and cons before making a decision. However once a decision is made they do not go back on it. The leader remains committed and consistent with the decision taken.

Honesty and integrity: An effective leadership is honest to itself. It holds itself responsible for its mistakes and does not play blame game. It is always willing to learn from failures. Instead of getting upset, it analyses the reasons thereof and tries to eliminate them.

Self awareness: An effective leader is always aware of his strengths and weaknesses. He uses his strengths wisely and works on his weaknesses. They never shy away from asking for help to overcome their weaknesses.

Team builder: An effective leader is a team builder. He understands that the group performs best when its members have different personalities and styles, as this expands the group's perspective. He can easily empathize with his group members and take criticism in his stride. He creates likable persona, making others comfortable.

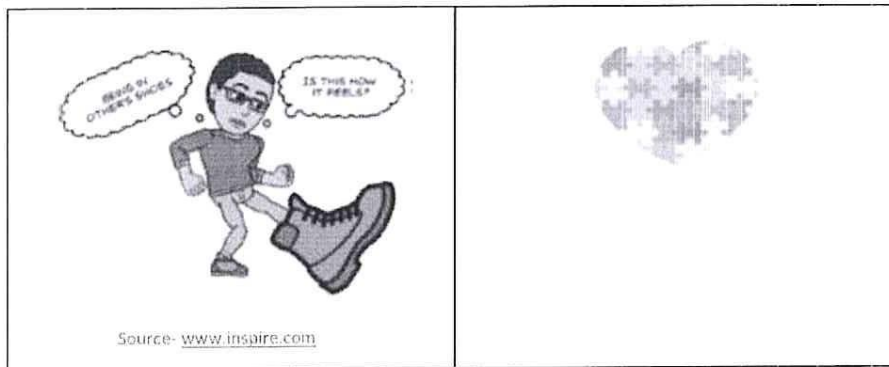
Visionary: Leadership cannot be effective without vision. The leader must have the capability to see the larger picture and not only small specific tasks. He must be creative, innovative, passionate towards his work and be able to think out of the box. To be a visionary, he must have deep knowledge about all aspects related to the working of the organization, the customers, rivals, competitors, government policies and issues affecting the society.

2.4.4 Tips for effective leadership

- Be realistic
- Understand your strengths and use them
- Find your weaknesses and work on them
- Keep group before self
- Be transparent in all you do
- Stress on perfection
- Celebrate success
- Take blame for failures
- Finish what you start
- Do not give up

2.5 Social Empathy

Stepping in other's shoes!!



Empathy is one of the components of **Emotional Intelligence (EI)**.

2.5.1 Intelligence Quotient (IQ) helps us to resolve problems, to make the calculations or to process information & **Emotional Quotient (EQ)** allows us to be more creative and use our emotions to resolve our problems.

We can **define** EQ as the ability to;

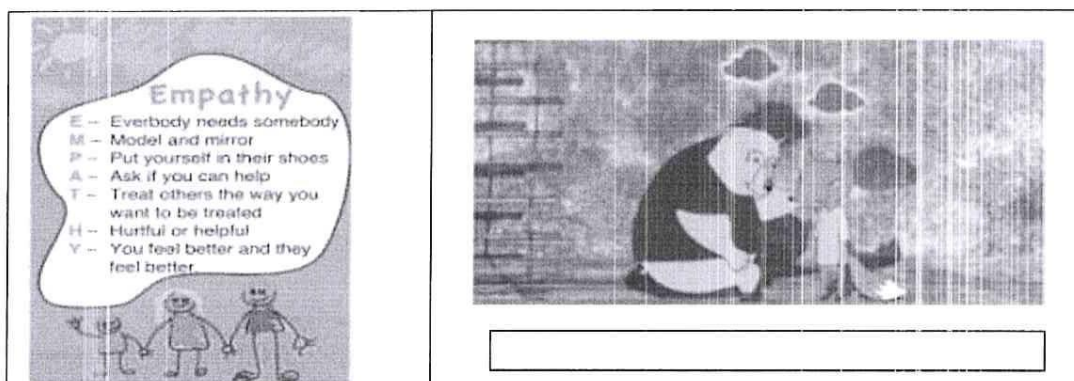
Recognize, understand and manage our own emotions.

Recognize, understand and influence the emotions of others.

2.5.2 5 factors of Emotional Intelligence:

1. **Self-Awareness** - ability to assess own strengths /weaknesses
2. **Self-Regulation** - Ability to comfortable with change.
3. **Self Motivation**- Ability to motive self, remain optimistic.
4. **Empathy** - Ability to understand the feeling of others.
5. **Social skills**- Ability to manage relationships.

Empathy is the highest form of Emotional intelligence.



There are 5 steps towards showing empathy in any situation.

1. **Watch, listen-** How is the person asking, what is the person suffering from?



3. **Imagine-** How would you feel in same situation?



2. **Show you care** –let the person know how you care through your actions, words.

Test your ability to empathize by measuring it on this link. <https://psychology-tools.com/empathy-quotient/>

Head
Department of Accountancy
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Head
Department of Commerce
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Medha, Tal. Jaoli, Dist. Satara

Principal
Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

Jaywant Pratishthan Humgaon, Sanchalit

Amdar Shashikant Shinde Mahavidyalaya, Medha

Department of Commerce

Certificate Course in Soft skill Development

Academic Year – 2017-18

List of Enrolled Students



Sr. No.	Name of the Students
1.	ADHAV TRUPTI SITARAM
2.	ANGRE TEJAL SANDIP
3.	BACHAL PALLAVI SHANKAR
4.	BELOSHE SUSHMA BAJIRAO
5.	BHILARE PRATIKSHA DASHARATH
6.	BHILARE RUSHIKESH SANJAY
7.	BHILARE SHITAL DATTATRAY
8.	BHISE DHANANJAY SHANTARAM
9.	BHOSALE ASMITA JAGANNATH
10.	BHOSALE GANESH BHIKU
11.	BHOSALE POOJA SADASHIV
12.	BHOSALE SONALI JETENDRA
13.	BIRAMANE UJWALA BAJIRAO
14.	CHAVAN SAMIR SANTOSH
15.	CHIKANE MAYUR CHANDRAKANT
16.	CHIKANE RUPESH RAJARAM
17.	CHIKANE SHILPA PANDURANG
18.	CHIKANE SIDDHESH SAMPAT
19.	DALVI JAYESH RAMCHANDRA
20.	DALVI NAMRATA LAXMAN
21.	DALVI POONAM BAJIRAO
22.	DESHMUKH ANIKET ANKUSH
23.	DESHMUKH ANKITA ANKUSH
24.	DESHMUKH RUTUJA BHARAT
25.	DHANA WADE ANKITA PANDURANG
26.	DHANA WADE DARSHANA VITTHAL
27.	DHANA WADE KARTIKI SAMPAT
28.	DHANA WADE NAMRATA SANTOSH
29.	DHANA WADE SHVETA PRABHAKAR
30.	DHANA WADE SUNITA SURESH
31.	DHOKALE NIKITA RAVINDRA
32.	DUNDLE POOJA SADASHIV
33.	DUNDLE VIVEK VASANT
34.	DUNDLE YOGITA VITTHAL
35.	GADE POOJA JAYWANT
36.	GANGA WANE DIVYA RAMESH
37.	GA WADE AVINASH DHONDIBA

38.	GHADGE OMKAR ANANT
39.	GOLE HITESH SUDAS
40.	GOLE PRITI SHRINIWAS
41.	GORE SHASHIKANT RAMCHANDRA
42.	HIRAVE AMIT BALU
43.	JADHAV AKASH SATISH
44.	JADHAV NIKITA DILIP
45.	JADHAV PRAJAKTA POPAT
46.	JADHAV RUTUJA CHANDRAKANT
47.	JADHAV SAYALI SANJAY
48.	JAGTAP JYOTI RAMESH
49.	JANGAM NIKITA PRAKASH
50.	JAWAL POOJA VITTHAL
51.	JAWAL POONAM VIJAY
52.	JUNGHARE KAJAL NAMDEV
53.	KADAM AJAY SURESH
54.	KADAM AKSHADA VILAS
55.	KADAM DAMINI NATHURAM
56.	KADAM PRANALI VILAS
57.	KADAM SHASHIKALA SHANKAR
58.	KADAM SHREYA VITTHAL
59.	KAMBLE MANSI SUNIL
60.	KARANDKAR AJIT SUNIL
61.	KARANDKAR DATTATRAY VITTHAL
62.	KARANDKAR PRIYANKA UTTAM
63.	KASURDE SURAJ VISHAWAS
64.	KHAMKAR RAJ SURYAKANT
65.	LAKADE ANIKET SHIVAJI
66.	MAHAMULKAR KANCHAN DATTATRAY
67.	MAHAMULKAR PRAJAKTA DILIP
68.	MAHANGADE RUSHIKESH EKNATH
69.	MANE KAJAL VIJAY
70.	MANE VIJAY JANU
71.	MANKUMBARE PRADIP ANKUSH
72.	MARDHEKAR AKSHAY BALASO
73.	MARDHEKAR PRATIKSHA NAMDEV
74.	MARDHEKAR RITIKA SHIVAJI
75.	MARDHEKAR SEEMA RAMESH
76.	MARDHEKAR SHUBHANGI NARAYAN
77.	MORE NIKITA ARUN
78.	MORE PRATHAMESH KALIDAS
79.	MORE YOGITA ANIL
80.	NALAWADE ROHIT RAJENDRA
81.	NIKAM AKANKSHA SUNIL
82.	PARIHAR PRATIKSHA SUBHASH
83.	PARTE ANKITA ASHOK



84.	PAWAR SHITAL TANAJI
85.	PAWAR SMITA SATISH
86.	RAUT SUVARNA ASHOK
87.	RAWALE GOURI DNYANDEV
88.	SALUNKHE AMRUTA SANTOSH
89.	SALUNKHE KAJAL RAJENDRA
90.	SALUNKHE SHILPA ARJUN
91.	SALUNKHE SUBHODH VIJAY
92.	SALUNKHE VINAYA JAYSING
93.	SAPKAL JAGANNATH SHRIRANG
94.	SAPKAL SHIVANI PRAKASH
95.	SAPKAL SNEHAL SHANKAR
96.	SAPKAL TRUPTI VIJAY
97.	SAPKAL URMILA GANPAT
98.	SAWALE ANKITA RAMESH
99.	SAWALE NAYANA SHANKAR
100.	SAWANT AKSHADA VIJAY
101.	SAWANT SHRADDHA DHANANJAY
102.	SHEDAGE ROHINI PRAKASH
103.	SHELAR KAJAL ANAND
104.	SHELAR MAYURI PRAKASH
105.	SHELAR SHUBHAM SHAMRAO
106.	SHINDE DIVYA ARUN
107.	SHINDE NILAM SANJAY
108.	SHINDE RUSHIKESH DIPAK
109.	SHINDE SOURABH VISHNU
110.	SURVE JITESH BAPU
111.	SURVE SANKET BHARAT
112.	SURVE SUSHANT RAJESH
113.	SUTAR DAMINI SOPAN
114.	SUTAR NAMITA DHONDIBA
115.	VENDE KOMAL RAJENDRA
116.	VENDE MAYURI VIJAY
117.	VENDE NEHA SUBHASH
118.	WAGHMALE GOURAV BHAGWANT
119.	WALUGADE SANKET SOPAN
120.	ZORE KOMAL VISHAL
121.	ZORE SACHIN RAJARAM
122.	LAKADE PRASHANT PRAKASH
123.	MAHAMULKAR TEJAS SHANKAR
124.	MARDHEKAR NIKHIL MAHADEV
125.	NIKAM SHAHURAJ PRATAP
126.	NIKAM SOMNATH VIJAY
127.	PARTE RAHUL SHIVAJI
128.	PARTE SANDESH VILAS



[Signature]

Head

Department of Commerce
Amdar Shashikant Shinde Mahavidyalaya
Medha, Tal. Jaoli, Dist. Satara

[Signature]

Head

Department of Accountancy
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Medha, Tal. Jaoli, Dist. Satara

Jaywant Pratisthan Humgaon, Sanchalit

Amdar Shashikant Shinde Mahavidyalaya, Medha

Department of Commerce

Certificate Course in Soft Skill Development

Academic Year 2017 -18

Time-Table

Sr. No	Name of Teacher	Date	Time
1)	Mr. Nalawade S. V.	15 th December 2017 to 28 th December 2017	12.00 pm to 1 pm
2)	Mr. Desai A. A.	29 th December 2017 to 11 th January, 2018	12.00 pm to 1 pm
3)	Mr. Kale D. S.	12 th January, 2018 to 3 rd February, 2018	12.00 pm to 1 pm


Coordinator
(Mr. Desai A.A.)

118.	DIGE VILAS BABAN	<u>Vidige</u>	<u>vidige</u>	<u>vige</u>	<u>vibe</u>	<u>voige</u>	<u>voige</u>	<u>vige</u>	<u>vidige</u>	<u>voige</u>	<u>vige</u>
119.	DHEBE DATTATRAY PANDURANG	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>
120.	DHANAWADE KIRAN NIVRUTTI	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>
121.	DHONDE PRATIMA DILIP	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>
122.	DHABE AKSHAY MARUTI	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>
123.	DHANAWADE SANGRAM BAJIRAO	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>
124.	GAIKWAD RENUKA DATTATRAY	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>
125.	GOLE DATTA SHANKAR	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>
126.	GOLE ROHAN PRAKASH	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>


Head
 Department of Commerce
 Ambar Shashikant Shinde Mahavidyalay
 Medha, Tal. Jaoli, Dist. Satara

118.	DIGE VILAS BABAN	<u>vDige</u>	<u>voige</u>	<u>voige</u>	<u>vDigt</u>	<u>voige</u>	<u>vDige</u>	<u>vDigt</u>	<u>voige</u>	<u>voige</u>	<u>voige</u>
119.	DHEBE DATTATRAY PANDURANG	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>
120.	DHANAWADE KIRAN NIVRUTTI	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>	<u>Kir</u>
121.	DHONDE PRATIMA DILIP	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>	<u>Dhonde</u>
122.	DHABE AKSHAY MARUTI	<u>AKshay</u>	<u>AKshay</u>	<u>AKshay</u>	<u>Akshay</u>	<u>AKashay</u>	<u>AKashay</u>	<u>AKashay</u>	<u>AKshay</u>	<u>AKshay</u>	<u>AKshay</u>
123.	DHANAWADE SANGRAM BAJIRAO	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>	<u>Sad</u>
124.	GAIKWAD RENUKA DATTATRAY	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>
125.	GOLE DATTA SHANKAR	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>
126.	GOLE ROHAN PRAKASH	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>	<u>Rgole</u>

Shinde
Head

Department of Commerce
Ambar Shashikant Shinde Mahavidyalaya,
Medha, Tal. Jaoli, Dist. Satara

118.	DIGE VILAS BABAN	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>	<u>vdige</u>
119.	DHEBE DATTATRAY PANDURANG	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>	<u>Dhebe</u>
120.	DHANAWADE KIRAN NIVRUTTI	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>	<u>Kand</u>
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122.	DHABE AKSHAY MARUTI	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>	<u>Akshay</u>
123.	DHANAWADE SANGRAM BAJIRAO	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>	<u>Sand</u>
124.	GAIKWAD RENUKA DATTATRAY	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>	<u>Rgaikwad</u>
125.	GOLE DATTA SHANKAR	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>	<u>Gole</u>
126.	GOLE ROHAN PRAKASH	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>	<u>R-gole</u>

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Head

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Amar Shashikant Shinde Mahavidyalaya
Medha, Tal. Jaiti, Dist. Satara

Amdar Shashikant Shinde Mahavidyalaya, Medha**Department of Commerce****Certificate Course in Soft skill Development**

Academic Year – 2017-18

Mark-Sheet

Sr. No.	Name of the Students	Marks			
		Seminar (Out of 20)	Oral (Out of 20)	Written Exam (Out of 60)	Total Marks (Out of 100)
1.	ADHAV TRUPTI SITARAM	18	16	50	84
2.	ANGRE TEJAL SANDIP	12	14	48	74
3.	BACHAL PALLAVI SHANKAR	14	15	44	73
4.	BELOSHE SUSHMA BAJIRAO	16	14	52	82
5.	BHILARE PRATIKSHA DASHARATH	18	12	48	78
6.	BHILARE RUSHIKESH SANJAY	14	13	47	74
7.	BHILARE SHITAL DATTATRAY	17	10	43	70
8.	BHISE DHANANJAY SHANTARAM	15	16	46	77
9.	BHOSALE ASMITA JAGANNATH	10	14	44	68
10.	BHOSALE GANESH BHIKU	12	18	42	72
11.	BHOSALE POOJA SADASHIV	13	10	47	70
12.	BHOSALE SONALI JETENDRA	17	12	42	71
13.	BIRAMANE UJWALA BAJIRAO	16	10	40	66
14.	CHAVAN SAMIR SANTOSH	10	12	42	64
15.	CHIKANE MAYUR CHANDRAKANT	12	10	43	65
16.	CHIKANE RUPESH RAJARAM	14	14	46	74
17.	CHIKANE SHILPA PANDURANG	12	10	48	70
18.	CHIKANE SIDDHESH SAMPAT	14	13	50	77
19.	DALVI JAYESH RAMCHANDRA	16	18	44	78
20.	DALVI NAMRATA LAXMAN	18	16	47	81
21.	DALVI POONAM BAJIRAO	17	12	52	81
22.	DESHMUKH ANIKET ANKUSH	15	14	50	79
23.	DESHMUKH ANKITA ANKUSH	12	10	50	72
24.	DESHMUKH RUTUJA BHARAT	10	12	40	62
25.	DHANA WADE ANKITA PANDURANG	12	10	43	65

26.	DHANA WADE DARSHANA VITTHAL	15	10	40	65
27.	DHANA WADE KARTIKI SAMPAT	12	14	50	76
28.	DHANA WADE NAMRATA SANTOSH	14	16	47	77
29.	DHANA WADE SHVETA PRABHAKAR	16	14	46	76
30.	DHANA WADE SUNITA SURESH	18	12	48	78
31.	DHOKALE NIKITA RAVINDRA	18	12	45	75
32.	DUNDLE POOJA SADASHIV	15	14	44	73
33.	DUNDLE VIVEK VASANT	14	12	50	76
34.	DUNDLE YOGITA VITTHAL	12	10	51	73
35.	GADE POOJA JAYWANT	13	12	43	68
36.	GANGAWANE DIVYA RAMESH	14	14	44	72
37.	GAWADE AVINASH DHONDIBA	16	12	48	76
38.	GHADGE OMKAR ANANT	15	16	49	80
39.	GOLE HITESH SUDAS	12	14	50	76
40.	GOLE PRITI SHRINIWAS	10	12	52	76
41.	GORE SHASHIKANT RAMCHANDRA	12	14	46	72
42.	HIRAVE AMIT BALU	14	17	47	78
43.	JADHAV AKASH SATISH	13	15	48	76
44.	JADHAV NIKITA DILIP	15	16	50	81
45.	JADHAV PRAJAKTA POPAT	16	12	42	70
46.	JADHAV RUTUJA CHANDRAKANT	18	10	40	68
47.	JADHAV SAYALI SANJAY	10	12	38	60
48.	JAGTAP JYOTI RAMESH	12	14	42	68
49.	JANGAM NIKITA PRAKASH	14	12	43	69
50.	JAWAL POOJA VITTHAL	16	14	44	74
51.	JAWAL POONAM VIJAY	15	15	46	76
52.	JUNGHARE KAJAL NAMDEV	14	14	45	73
53.	KADAM AJAY SURESH	12	13	44	69
54.	KADAM AKSHADA VILAS	13	12	40	65
55.	KADAM DAMINI NATHURAM	14	10	38	62
56.	KADAM PRANALI VILAS	12	17	40	69
57.	KADAM SHASHIKALA SHANKAR	10	12	42	64
58.	KADAM SHREYA VITTHAL	12	13	44	69
59.	KAMBLE MANSI SUNIL	14	14	46	74
60.	KARANDKAR AJIT SUNIL	16	12	48	76

61.	KARANDKAR DATTATRAY VITTHAL	12	14	40	66
62.	KARANDKAR PRIYANKA UTTAM	14	12	42	68
63.	KASURDE SURAJ VISHAWAS	14	15	43	72
64.	KHAMKAR RAJ SURYAKANT	16	14	50	80
65.	LAKADE ANIKET SHIVAJI	15	16	48	79
66.	MAHAMULKAR KANCHAN DATTATRAY	12	14	44	70
67.	MAHAMULKAR PRAJAKTA DILIP	10	12	38	60
68.	MAHANGADE RUSHIKESH EKNATH	12	10	45	67
69.	MANE KAJAL VIJAY	14	16	42	72
70.	MANE VIJAY JANU	16	12	43	71
71.	MANKUMBARE PRADIP ANKUSH	18	16	46	80
72.	MARDHEKAR AKSHAY BALASO	17	15	48	80
73.	MARDHEKAR PRATIKSHA NAMDEV	14	16	40	70
74.	MARDHEKAR RITIKA SHIVAJI	16	14	42	72
75.	MARDHEKAR SEEMA RAMESH	14	15	42	71
76.	MARDHEKAR SHUBHANGI NARAYAN	15	16	48	79
77.	MORE NIKITA ARUN	14	15	47	76
78.	MORE PRATHAMESH KALIDAS	12	10	46	68
79.	MORE YOGITA ANIL	10	15	44	69
80.	NALAWADE ROHIT RAJENDRA	14	16	38	68
81.	NIKAM AKANKSHA SUNIL	16	14	50	80
82.	PARIHAR PRATIKSHA SUBHASH	15	12	52	79
83.	PARTE ANKITA ASHOK	16	14	40	70
84.	PARTE KANCHAN BABAN	14	16	38	68
85.	PARTE NIKITA ASHOK	15	18	45	78
86.	PARTE POOJA ANKUSH	18	16	40	74
87.	PARTE PRIYANKA TUKARAM	16	14	44	74
88.	PATNE AKSHADA RAMESH	14	12	42	68
89.	PAWAR AMRUTA MANSHING	17	16	44	77
90.	PAWAR ANKITA LAXMAN	16	14	40	70
91.	PAWAR KOMAL BHIKAJI	15	14	38	67
92.	PAWAR PRATHAMESH SANJAY	14	16	39	69
93.	PAWAR PRIYANKA SURESH	15	16	43	74
94.	RAJAGE AKSHAY BHAGWAN	14	13	40	67
95.	RAWALE AISHWARYA PRALHAD	12	14	42	68

96.	SABLE RUPALI MARUTI	10	12	44	66
97.	SHELAR RESHMA SHANKAR	12	10	45	67
98.	SHELAR SHWETA BAJIRAO	14	15	38	67
99.	SHELAR SIDDHI SANTOSH	16	14	38	68
100.	SHINDE ADITYA SURESH	15	16	44	75
101.	SHINDE KUNAL KANTARAM	12	14	48	74
102.	SHINDE RUTIK SURYAKANT	13	15	46	74
103.	SURVE AKSHAY GANPAT	14	16	44	74
104.	SURVE DHANASHRI SITARAM	14	16	50	80
105.	SURVE DIPALI RAJESH	16	12	48	76
106.	SURVE MOHINI BHARAT	17	16	44	77
107.	SURVE PRA TIKSHA RAJESH	18	16	40	74
108.	SURVE SAINATH YASHWANT	15	12	42	69
109.	SURVE RUTUJA SHANTARAM	16	14	45	75
110.	SUTAR PRAVINA DINKAR	14	15	46	75
111.	WANGADE PRANALI SHRIRANG	12	16	48	76
112.	WANGADE RUTUJA RAMCHANDRA	13	15	50	78
113.	BHILARE ROHAN RAJENDRA	10	13	42	65
114.	BHOSALE AKSHAY JAGANNATH	12	14	43	69
115.	CHORAGE KARAN LAXMAN	14	16	40	70
116.	CHAUDHARI MANGESH SUBHASH	16	17	43	76
117.	CHIKANE VISHAL DATTATRAY	14	16	44	74
118.	DIGE VILAS BABAN	16	18	38	72
119.	DHEBE DATTATRAY PANDURANG	14	16	36	66
120.	DHANAWADE KIRAN NIVRUTTI	15	17	40	72
121.	DHONDE PRATIMA DILIP	16	18	42	76
122.	DHABE AKSHAY MARUTI	17	16	44	77
123.	DHANAWADE SANGRAM BAJIRAO	16	14	43	73
124.	GAIKWAD RENUKA DATTATRAY	14	15	40	69
125.	GOLE DATTA SHANKAR	14	14	42	70
126.	GOLE ROHAN PRAKASH	12	16	45	73


 Head
 Department of Accountancy
 Amdar Shashikant Shinde Mahavidyalay
 Medha, Tal. Jaoli, Dist. Satara


 Head
 Department of Commerce
 Amdar Shashikant Shinde Mahavidyalay
 Medha, Tal. Jaoli, Dist. Satara



Jaywant Pratishthan Humgaon Sanchalit,

Amdar Shashikant Shinde Mahavidyalay, Medha.

Tal-Jaoli, Dist – Satara, Maharashtra.

Affiliated to Shivaji University, Kolhapur

DEPARTMENT OF COMMERCE

CERTIFICATE COURSE IN SOFT SKILL DEVELOPMENT

Certificate of Completion

This is to certify that

of

Amdar Shashikant Shinde Mahavidyalay, Medha
has successfully completed CERTIFICATE COURSE IN

“SOFT SKILL DEVELOPMENT”

in academic year 2017-18 and obtained Grade A+

Coordinator

Principal
ASSM, Medha.

SSD2135



Jaywant Pratishthan Humgaon, Sanchalit
Amdar Shashikant Shinde Mahavidyalay, Medha
Department of Economics

Year 2017-18

Name of Add on /Certificate programs offered	Certificate course in Banking
Course Code (if any)	NA
Year of offering	2017
No. of times offered during the same year	Once in a Year
Duration of course	1 August 2017 to 25 October 2017
Number of students enrolled in the year	80
Number of Students completing the course in the year	80



Department of Economics
A.S.S. Humgaon, Sanchalit
Medha



उद्यमेन हि सिध्यति: कार्याणि न मनोरथैः

Jaywant Pratishthan Humgaon Sanchalit

Amdar Shashikant Shinde Mahavidyalay, Medha
Tal. - Jawali, Dist. - Satara

Estd.
2002

President: Hon. M.L.A. Shashikant J. Shinde

Principal: Dr. M.B. Waghmode

M.A.,M.Phil.,Ph.D., G.D.C. & A.

Office: 02378-285645,

E-Mail: accmedha@yahoo.com, accmmedha@rediffmail.com

www: assmmedha.in

Ref. No.

Date 21/6/2017

To,

The Heads,

Concerning Departments

Amdar Shashikant Shinde Mahavidyalay, Medha

Subject: Approval to Certificate Courses

Respected Head of Departments,

We are pleased to inform you that the College Development Committee of our College has approved the following Certificate course in its Meeting held on 19th June 2017. You are hereby informed to adhere to the norms stipulated to each course and follow the prescribed procedure to commence courses.

Following courses have been approved from year 2017-18

Sr. No.	Department	Name of the Course
1.	Commerce	Certificate Course in Soft skill Development
2.	Economics	Certificate Course in Banking
3.	Political Science	Certificate Course in Modi Script



M.B. Waghmode
Principal

Amdar Shashikant Shinde Mahavidyalay
Medha, Tal. Jaoli, Dist. Satara

SYLLABUS

PAPER - I

INDIAN BANKING SYSTEM

Unit I - Structure and Role of Indian Banking System (Period- 5)

Structure of Indian Banking System Central bank - Commercial banks - Cooperative banks – Regional Rural Banks-Local Area Banks

Unit II - Private sector banks (Period- 5)

Private sector banks in India: Their progress and performance after 1969. Foreign banks in India: Their progress and performance, Regulation of Foreign banks in India

Unit III - Nationalized banks (Period- 5)

Nationalization of banks - Arguments for and against nationalization, Objectives of nationalization, Progress of nationalized banks pertaining to branch expansion, deposit mobilization, credit development

Unit IV - State Bank of India (Period- 5)

Evolution of State Bank of India, organization and management of State Bank of India, Subsidiary Banks to State Bank of India. Role of State Bank of India : As an agent of the RBI, as a commercial Bank.

Unit V - Regional Rural Banks (Period- 5)

Meaning of RRBs, Difference between RRBs and Commercial banks, Objectives of RRBs, Organization and Management of RRBs Functions of RRBs, Progress, performance and problems of RRBs

Unit VI - Reserve Bank of India (RBI) (Period- 5)

Evolution of the Reserve Bank of India,
Organization and Management of the RBI
Functions of the RBI: Issue and Management of currency

REFERANCES

- 1 Sundharam K.P.M. : Baking Theory, Law & Practice
- 2 Tannas : Banking Law and practice in India
- 3 Mithani and Gordon : Banking Theory and Practice
- 4 Shekhar and Shekhar : Current Banking theory and practice
- 5 Basu S.K. : Current Banking theory and practice
- 6 Vaish M.C. : Modern Banking
- 7 Panadilkar S.H. : Banking in India
- 8 Gordon and Natarajan : Banking Theory Law and Practice
9. Functions and Working of the RBI: Reserve Bank of India Publications.
10. Financial Sector Reforms and India's Economic Development: N.A.Majumdar
11. Central Banking and Economic Development: Vasant Desai
12. Monetary Economics: S.B. Gupta
13. Banking in India - S. Panandikar
14. Banking: S.N. Maheshwari

PAPER - II

BANKING IN PRACTICE

Unit I : Banking Laws – Meaning, Nature and Scope

Unit II - Operation & Types of Accounts (Period- 5)

- 1 Opening and operating of Deposit Account.
- 2 Closures and Transfer of Accounts
- 3 Types of Account Holders - Individual & Institutional
- 4 No Frills Account, Escrow Account

Unit III - Negotiable Instruments (Period- 5)

- 1 Promissory Note, Bill of Exchange and Cheque - meaning, Definition & Characteristics
- 2 Types of Cheque – Bearer, Order & Crossed
- 3 Types of Crossing- General & Special
- 4 Endorsements- Definition, Types & Effects

Unit IV – Types of Loans (Period- 5)

- 1 Loan against Property
2. Home Loan
3. Personal Loan
- 4 Car Loans
5. Business Loan
- 6 Education Loan
7. Gold Loans
- 8 Loans Against Shares

Unit V - New Technology in Banking (Period- 5)

1. Core Banking Solutions (CBS) – Meaning , Need & Importance
2. E-Banking – Need and Importance
3. Meaning, concept and operation of -
 - 2.1 Automated Teller machine- ATM

- 2.2 Credit Card
- 2.3 Debit Card
- 2.4 Tele Banking
- 2.5 Mobile Banking
- 2.6 Net Banking
- 2.7 Core Banking
- 2.8 RTGS

4. Various Banking software's

REFERANCES

1. Report on Trends and Progress of Banking in India: Reserve Bank of India Publication.
2. Annual Reports of Banks
3. Indian banking system - Dr. Rita Swami
4. Indian Banking System - Dr. B.R. Sangle, Dr. G.T. Sangle, Dr. KayandePatil and Prof. N.C. Pawar
5. Indian Banking System - Prof. S.V. Joshi, Dr. C.P. Rodrigues and Prof. Azhar Khan
6. Day, A.C.L. (1960), Outline of Monetary Economics, Oxford University Press, Oxford.
7. DeKock, M.H. (1960), Central Banking, Staples Press, London.
8. Due, J.F. (1963), Government Finance, Irwin, Homewood.
9. Government of India, Economic Survey (Annual), New Delhi.
10. Halm, G.N. (1955), Monetary Theory, Asia Publishing House, New Delhi.

Amdar Shashikant Shinde Mahavidyalaya, Medha

Tal -Jawali Dist - Satara

DEPARTMENT OF ECONOMICS

“Certificate Course in Banking”

Admission List

2017-18

Sr. No.	Roll No.	Name of the Student
1.	801	AHIRE MAYURI BHIMRAO
2.	802	BHILARE VARSHA RAJENDRA
3.	803	BIRAMANE AISHWARYA DATTATRAY
4.	804	CHAVAN POURNIMA ASHOK
5.	805	CHAVAN TRUPTI YASHAVANT
6.	808	DALVI AMRUTA SUBHASH
7.	809	DESAI PRIYANKA ANANDA
8.	810	DESHMUKH SONAM VILAS
9.	812	DHANAWADE ARATI VISHNU
10.	814	DHANAWADE GAURI CHANDRAKANT
11.	815	DHANAWADE HARSHADA ANANDA
12.	816	DHANAWADE MAYURI ASHOK
13.	817	DHANAWADE NIRUPA JAGANNATH
14.	818	DHANAWADE SONALI MARUTI
15.	820	DHEBE LALITA LAXMAN
16.	821	DHEBE NILAM DNYANDEV
17.	822	DHEMBARE PRATIKSHA KISAN
18.	823	GADE PRANALI PARAS
19.	825	GOGAWALE NIKITA ROHIDAS
20.	826	GOLE PRAMILA VASANT

21.	828	JADHAV DEVYANI RAJENDRA
22.	829	JADHAV KOMAL DILIP
23.	830	JAMBHALE MONALI PRAKASH
24.	831	JAWAL ASHWINI ARJUN
25.	833	JUNGHARE DIPALI EKNATH
26.	839	KAMBLE ROHINI SANDIP
27.	840	KAMBLE TRUSHALI PRAVIN
28.	841	KARANDKAR SHILPA PRAKASH
29.	842	KENJALE NIKITA MAHADEV
30.	843	KENJALE SUPRIYA ANIL
31.	844	KESKAR SHUBHANGI SHANTARAM
32.	846	KUMBHAR PRAJAKTA DATTATRAY
33.	847	MAHAMULKAR ASHIKA SURESH
34.	848	MARDHEKAR POOJA SHIVAJI
35.	849	MARDHEKAR PRATIKSHA BABAN
36.	850	MORE POOJA SAMPAT
37.	851	MORE PRATIKSHA RAJENDRA
38.	852	NIKAM POOJA RAJENDRA
39.	853	NIKAM RUCHITA ANANDRAO
40.	854	OMBALE ARTI VISHWANATH
41.	855	OMBALE KOMAL MARUTI
42.	856	OMBALE POONAM RAMCHNDRA
43.	857	OMBALE SONALI SHANKAT
44.	858	PANDIT PRIYANKA CHANDRAKANT
45.	859	PATHAN ALISHA JAINUDDIN
46.	861	SAPKAL SAKSHI BABAN
47.	862	SAPKAL SUPRIYA VITTHAL

48.	863	SATGHARE TARAMATI LALIT
49.	864	SAWALE TEJAL SAHDEV
50.	865	SAWANT AISHWARYA ANANDA
51.	866	SAWANT SANCHITA RAMCHANDRA
52.	867	SAWANT SHRADDHA BALKRISHNA
53.	868	SAWANT VARSHA MAHADEV
54.	871	SHELAR MAMATA SHRIRANG
55.	872	SHELAR POONAM JAGANNATH
56.	873	SHELAR PRANALI SUBHASH
57.	874	SHELAR PRATIKSHA GANGARAM
58.	875	SHELAR SHAILA SHANTARAM
59.	876	SHELAR SHIVANI SHANKAR
60.	877	SHINDE AISHWARYA MOHAN
61.	878	SHINDE AISHWARYA SHIVRAM
62.	879	SHINDE ASHWINI KASHINATH
63.	880	SHINDE SHRUTI ANAND
64.	801	AHIRE MAYURI BHIMRAO
65.	802	BHILARE VARSHA RAJENDRA
66.	803	BIRAMANE AISHWARYA DATTATRAY
67.	804	CHAVAN POURNIMA ASHOK
68.	805	CHAVAN TRUPTI YASHAVANT
69.	808	DALVI AMRUTA SUBHASH
70.	809	DESAI PRIYANKA ANANDA
71.	810	DESHMUKH SONAM VILAS
72.	812	DHANAWADE ARATI VISHNU
73.	814	DHANAWADE GAURI CHANDRAKANT
74.	815	DHANAWADE HARSHADA ANANDA

75.	816	DHANAWADE MAYURI ASHOK
76.	817	DHANAWADE NIRUPA JAGANNATH
77.	818	DHANAWADE SONALI MARUTI
78.	820	DHEBE LALITA LAXMAN
79.	821	DHEBE NILAM DNYANDEV
80.	822	DHEMBARE PRATIKSHA KISAN


Course Coordinator


Head
Department Of Economics
H. O. D
A.S.S. Mahaviraj Waj, Medha
Tal- Jaiti, Dist.- Satara

**Jaywant Pratishthan Sanchalit Humgoan
Amdar Shashikant Shinde Mahavidyalay, Medha.
Department of Economics
Certificate Course in Banking**

**Time Table
2017-18**

Day Time	Mon	Tue	Wed	Thu	Fri	Sat
11.30 AM To 12.30 to PM	Dr. Sanajy Dhonde	---	Dr. Sujit Kasabe	---	---	Dr. Pramod Ghatage




Course Coordinator



H.O.D.
Department of Economics
A.S.S. Mahavidyalaya, Medha
Tal. Jambhger, Dist. Solapur

58.	875	SHELAR SHAILA SHANTARAM	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S	S.S.S
59.	876	SHELAR SHIVANI SHANKAR	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI
60.	877	SHINDE AISHWARYA MOHAN	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde
61.	878	SHINDE AISHWARYA SHIVRAM	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde
62.	879	SHINDE ASHWINI KASHINATH	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S
63.	880	SHINDE SHRUTI ANAND	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti
64.	801	AHIRE MAYURI BHIMRAO	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri
65.	802	BHILARE VARSHA RAJENDRA	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.	Varsha B.
66.	803	BIRAMANE AISHWARYA DATTATRAY	A.B.D.	ABD	A.B.D.	ABD	ABD	ABD	ABD	ABD	ABD	ABD
67.	804	CHAVAN POURNIMA ASHOK	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C
68.	805	CHAVAN TRUPTI YASHAVANT	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru	D.Amru
69.	808	DALVI AMRUTA SUBHASH	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta
70.	809	DESAI PRIYANKA ANANDA	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka
71.	810	DESHMUKH SONAM VILAS	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.
72.	812	DHANAWADE ARATI VISHNU	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade
73.	814	DHANAWADE GAURI CHANDRAKANT	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D	G.C.D
74.	815	DHANAWADE HARSHADA ANANDA	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD
75.	816	DHANAWADE MAYURI ASHOK	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri
76.	817	DHANAWADE NIRUPA JAGANNATH	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade
77.	818	DHANAWADE SONALI MARUTI	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni
78.	820	DHEBE LALITA LAXMAN	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe
79.	821	DHEBE NILAM DNYANDEV	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam
80.	822	DHEMBARE PRATIKSHA KISAN	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD


Course Coordinator


Head
Department H.O.D.romics
A.S.S. Naha Vidyalay, Medha
Tal- Jaiti, Dist- Satara


58.	875	SHELAR SHAILA SHANTARAM	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>	<u>SSS</u>
59.	876	SHELAR SHIVANI SHANKAR	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>	<u>SHIVANI</u>
60.	877	SHINDE AISHWARYA MOHAN	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>
61.	878	SHINDE AISHWARYA SHIVRAM	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>	<u>Ashinde</u>
62.	879	SHINDE ASHWINI KASHINATH	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>	<u>A.K.S.</u>
63.	880	SHINDE SHRUTI ANAND	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>	<u>Shruti</u>
64.	801	AHIRE MAYURI BHIMRAO	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>	<u>Mayuri</u>
65.	802	BHILARE VARSHA RAJENDRA	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>	<u>Varshab</u>
66.	803	BIRAMANE AISHWARYA DATTATRAY	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>	<u>ABD</u>
67.	804	CHAVAN POURNIMA ASHOK	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>	<u>P.A.C</u>
68.	805	CHAVAN TRUPTI YASHAVANT	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>	<u>TRUPTI</u>
69.	808	DALVI AMRUTA SUBHASH	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>	<u>Amruta</u>
70.	809	DESAI PRIYANKA ANANDA	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>
71.	810	DESHMUKH SONAM VILAS	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>	<u>S.V.D.</u>
72.	812	DHANAWADE ARATI VISHNU	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>	<u>Aravati</u>
73.	814	DHANAWADE GAURI CHANDRAKANT	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>	<u>G.C.D</u>
74.	815	DHANAWADE HARSHADA ANANDA	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>	<u>HAD</u>
75.	816	DHANAWADE MAYURI ASHOK	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>	<u>D.Mayuri</u>
76.	817	DHANAWADE NIRUPA JAGANNATH	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>	<u>Nirupa</u>
77.	818	DHANAWADE SONALI MARUTI	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>	<u>Soni</u>
78.	820	DHEBE LALITA LAXMAN	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>	<u>L.L.Dhebe</u>
79.	821	DHEBE NILAM DNYANDEV	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>	<u>Nilam</u>
80.	822	DHEMBARE PRATIKSHA KISAN	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>	<u>PKD</u>


Course Coordinator


Head
Department **H.O.D** Economics
A.S.S. Mahavidyalaya, Medha
Tal- Jalgaon, Dist.- Satara

58.	875	SHELAR SHAILA SHANTARAM	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS	SSS
59.	876	SHELAR SHIVANI SHANKAR	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI	SHIVANI
60.	877	SHINDE AISHWARYA MOHAN	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde
61.	878	SHINDE AISHWARYA SHIVRAM	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde	Ashinde
62.	879	SHINDE ASHWINI KASHINATH	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS	AKS
63.	880	SHINDE SHRUTI ANAND	South	South	South	South	South	South	South	South	South	South
64.	801	AHIRE MAYURI BHIMRAO	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri	Mayuri
65.	802	BHILARE VARSHA RAJENDRA	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B	Varsha B
66.	803	BIRAMANE AISHWARYA DATTATRAY	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.	A.B.D.
67.	804	CHAVAN POURNIMA ASHOK	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C	P.A.C
68.	805	CHAVAN TRUPTI YASHAVANT	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI	TRUPTI
69.	808	DALVI AMRUTA SUBHASH	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta	Amruta
70.	809	DESAI PRIYANKA ANANDA	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka
71.	810	DESHMUKH SONAM VILAS	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.	S.V.D.
72.	812	DHANAWADE ARATI VISHNU	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade
73.	814	DHANAWADE GAURI CHANDRAKANT	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.	G.C.D.
74.	815	DHANAWADE HARSHADA ANANDA	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD	HAD
75.	816	DHANAWADE MAYURI ASHOK	Dhanawade	Mayuri	Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri	D.Mayuri
76.	817	DHANAWADE NIRUPA JAGANNATH	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade	Dhanawade
77.	818	DHANAWADE SONALI MARUTI	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni	Soni
78.	820	DHEBE LALITA LAXMAN	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe	L.L.Dhebe
79.	821	DHEBE NILAM DNYANDEV	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam	Nilam
80.	822	DHEMBARE PRATIKSHA KISAN	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD	PKD


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Head
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A.S.S. Mahavidyalaya, Medha
Tal- Satli, Dist- Satara

Amdar Shashikant Shinde Mahavidyalaya, Medha

Tal -Jawali Dist - Satara

DEPARTMENT OF ECONOMICS

“Certificate Course in Banking”

Result

2017-18

Sr. No.	Roll No.	Name of the Student	Paper I	Paper II	Paper III	Total	Grade
1.	801	AHIRE MAYURI BHIMRAO	54	70	63	187	A
2.	802	BHILARE VARSHA RAJENDRA	72	70	69	211	A
3.	803	BIRAMANE AISHWARYA DATTATRAY	62	51	62	175	B
4.	804	CHAVAN POURNIMA ASHOK	68	66	44	178	B
5.	805	CHAVAN TRUPTI YASHAVANT	72	64	61	197	A
6.	808	DALVI AMRUTA SUBHASH	73	58	55	186	A
7.	809	DESAI PRIYANKA ANANDA	71	66	58	195	A
8.	810	DESHMUKH SONAM VILAS	69	68	63	200	A
9.	812	DHANAWADE ARATI VISHNU	63	76	74	213	A+
10.	814	DHANAWADE GAURI CHANDRAKANT	58	77	59	194	A

11.	815	DHANAWADE HARSHADA ANANDA	71	72	76	219	A+
12.	816	DHANAWADE MAYURI ASHOK	77	48	44	169	B
13.	817	DHANAWADE NIRUPA JAGANNATH	58	61	78	197	A
14.	818	DHANAWADE SONALI MARUTI	64	64	77	205	A
15.	820	DHEBE LALITA LAXMAN	44	58	69	171	B
16.	821	DHEBE NILAM DNYANDEV	61	52	68	181	A
17.	822	DHEMBARE PRATIKSHA KISAN	63	49	48	160	B
18.	823	GADE PRANALI PARAS	44	51	57	152	B
19.	825	GOGAWALE NIKITA ROHIDAS	48	66	59	125	Pass
20.	826	GOLE PRAMILA VASANT	71	68	62	201	A
21.	828	JADHAV DEVYANI RAJENDRA	73	71	64	208	A
22.	829	JADHAV KOMAL DILIP	62	74	67	203	A
23.	830	JAMBHALE MONALI PRAKASH	59	51	72	182	A
24.	831	JAWAL ASHWINI ARJUN	54	54	37	145	Pass
25.	833	JUNGHARE DIPALI EKNATH	51	67	74	192	A
26.	839	KAMBLE ROHINI SANDIP	49	69	48	166	B
27.	840	KAMBLE TRUSHALI PRAVIN	43	54	59	156	B


28.	841	KARANDKAR SHILPA PRAKASH	61	64	77	202	A
29.	842	KENJALE NIKITA MAHADEV	67	65	56	188	A
30.	843	KENJALE SUPRIYA ANIL	60	59	70	189	A
31.	844	KESKAR SHUBHANGI SHANTARAM	71	59	66	196	A
32.	846	KUMBHAR PRAJAKTA DATTATRAY	58	44	60	162	B
33.	847	MAHAMULKAR ASHIKA SURESH	66	49	61	176	A
34.	848	MARDHEKAR POOJA SHIVAJI	44	72	59	175	A
35.	849	MARDHEKAR PRATIKSHA BABAN	74	53	42	169	B
36.	850	MORE POOJA SAMPAT	30	68	41		Fail
37.	851	MORE PRATIKSHA RAJENDRA	79	70	61	210	210 A+
38.	852	NIKAM POOJA RAJENDRA	62	70	63	195	A
39.	853	NIKAM RUCHITA ANANDRAO	58	69	61	188	A
40.	854	OMBALE ARTI VISHWANATH	59	48	36	177	Fail
41.	855	OMBALE KOMAL MARUTI	47	51	73	171	A
42.	856	OMBALE POONAM RAMCHNDRA	52	50	70	172	A
43.	857	OMBALE SONALI SHANKAT	21	56	38		Fail

44.	858	PANDIT PRIYANKA CHANDRAKANT	59	63	49	171	A
45.	859	PATHAN ALISHA JAINUDDIN	60	59	53	172	A
46.	861	SAPKAL SAKSHI BABAN	Ab	Ab	Ab	Ab	Ab
47.	862	SAPKAL SUPRIYA VITTHAL	77	70	53	200	A
48.	863	SATGHARE TARAMATI LALIT	44	40	59	143	Pass
49.	864	SAWALE TEJAL SAHDEV	68	63	60	191	A
50.	865	SAWANT AISHWARYA ANANDA	72	70	75	217	A+
51.	866	SAWANT SANCHITA RAMCHANDRA	64	72	78	214	A+
52.	867	SAWANT SHRADDHA BALKRISHNA	Ab	Ab	Ab	Ab	Absent
53.	868	SAWANT VARSHA MAHADEV	60	68	69	197	A
54.	871	SHELAR MAMATA SHRIRANG	58	54	50	162	B
55.	872	SHELAR POONAM JAGANNATH	42	51	53	146	Pass
56.	873	SHELAR PRANALI SUBHASH	70	74	69	213	A+
57.	874	SHELAR PRATIKSHA GANGARAM	69	74	78	221	A+
58.	875	SHELAR SHAILA SHANTARAM	73	70	78	221	A+
59.	876	SHELAR SHIVANI SHANKAR	76	67	76	219	A+

60.	877	SHINDE AISHWARYA MOHAN	68	72	63	203	A
61.	878	SHINDE AISHWARYA SHIVRAM	73	70	76	219	A+
62.	879	SHINDE ASHWINI KASHINATH	69	58	53	180	A
63.	880	SHINDE SHRUTI ANAND	66	63	68	197	A
64.	801	AHIRE MAYURI BHIMRAO	71	68	72	211	A+
65.	802	BHILARE VARSHA RAJENDRA	48	57	50	155	Pass
66.	803	BIRAMANE AISHWARYA DATTATRAY	42	59	48	149	Pass
67.	804	CHAVAN POURNIMA ASHOK	55	60	71	186	A
68.	805	CHAVAN TRUPTI YASHAVANT	Ab	Ab	Ab	Ab	Absent
69.	808	DALVI AMRUTA SUBHASH	43	49	53	145	Pass
70.	809	DESAI PRIYANKA ANANDA	70	68	68	206	A
71.	810	DESHMUKH SONAM VILAS	70	73	70	213	A+
72.	812	DHANAWADE ARATI VISHNU	68	57	51	176	A
73.	814	DHANAWADE GAURI CHANDRAKANT	42	48	40	130	Pass
74.	815	DHANAWADE HARSHADA ANANDA	72	76	70	218	A+
75.	816	DHANAWADE MAYURI ASHOK	61	62	46	169	B

76.	817	DHANAWADE NIRUPA JAGANNATH	53	68	72	193	A
77.	818	DHANAWADE SONALI MARUTI	70	19	69	158	Fail
78.	820	DHEBE LALITA LAXMAN	68	66	69	203	A
79.	821	DHEBE NILAM DNYANDEV	56	75	63	194	A
80.	822	DHEMBARE PRATIKSHA KISAN	58	71	68	197	A


Course Coordinator


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Department
A.S.S. H. O. D, Medha
Tal- Jach, Dist- Satara



Jaywant Pratishthan, Humgaon Sanchalit
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Tal- Jaoli, Dist.- Satara, Maharashtra state



CERTIFICATE COURSE
IN

BANKING
Certificate

This is to certify that _____ has successfully
completed a Certificate Course in Banking organized by Department of Economics in the year 2017-18.

Course coordinator
Department of Economics

Principal
ASSM , Medha

