

## Soft Skill Workshop Report: 2018-19

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## **Formation of committee**

**Chairman :** Principal : **Dr.Kiran Save**

**IQAC Coordinator :** Prof. Mahesh Deshmukh

**Co-ordinator :** Dr. Suhas Janwadkar

**Co-Coordinator :** Asst. Professor Kaushik Mestry

**Members:** Dr.Dilip Yadav

Dr,Vaibhava More

Asst.Professor Jaiba Shaikh



**SONOPANT DANDEKAR SHIKSHAN MANDALI'S  
SONOPANT DANDEKAR ARTS, V.S. APTE COMMERCE,  
M.H. MEHTA SCIENCE COLLEGE, PALGHAR,  
DIST- PALGHAR.**

Date : 20/02/2019

To  
The Principal  
Sonopant Dandekar College,  
Palghar.

**Subject : Request to conduct workshop on Soft Skill Management**

Respected Sir,

It is to inform you that we have plan to organize a workshop on **Soft Skill Management** for M.Sc . II student's. This workshop will improve their skills for interview and overall personality development.

Kindly grant us the permission for same.

**Resource Person** : Dr. Ashish Uzgare from Wilson college, Mumbai.

**Date of Workshop:** 11/03/2019

*Allowed*  
*Kulane*

*Suhas Janwadkar*

Dr. Suhas Janwadkar

Head, Department of Chemistry

Notice for student



SONOPANT DANDEKAR SHIKSHAN MANDAL'S  
SONOPANT DANDEKAR ARTS, V.S. APTE COMMERCE,  
M.H. MEHTA SCIENCE COLLEGE, PALGHAR,  
DIST- PALGHAR.

Date: 20/02/2019

### NOTICE

All the M.Sc. Part II Chemistry students (Analytical and Organic ) are hereby informed that Workshop on "Soft Skill Management " have been arranged on Saturday, 11 March 2019 at BMS at 10:00 am .

Attendance for programme is compulsory.

Dr.Suhas Janwadkar  
Coordinator

## Invitation letter to Expert



Sonopant Dandekar Shikshan Mandali's  
**SONOPANT DANDEKAR ARTS, V. S. APTE COMMERCE  
AND M. H. MEHTA SCIENCE COLLEGE**

Tal. Palghar, Dist. Palghar, Pin - 401 404.

Code.: (02525) 252163, Prin : 252317 • Resi. : 252316

website : [www.sdscollege.com](http://www.sdscollege.com) • Email: [sdscollege@yahoo.com](mailto:sdscollege@yahoo.com)

Ref. No. :

Date : 20/02/2019

To,  
Dr. Ashish Uzgare,  
Wilson College,  
Mumbai -400 007

### Subject: Invitation letter

Respected sir,

We are glad to inform you that Department of Chemistry, Sonopant Dandekar College, Palghar have arranged the workshop on **Soft Skill Management**.

We request you to make yourself available for the same workshop on **11<sup>th</sup> March 2019** for delivering lecture.

We will be very happy if you send us your travelling plan in advance.  
With regards.

Yours Faithfully,

Dr. Suhas P. Janwadkar  
(Coordinator)

*Allegre*  
I accept the invitation

Appreciation letter to Expert



Sonopant Dandekar Shikshan Mandali's  
**SONOPANT DANDEKAR ARTS, V. S. APTE COMMERCE  
AND M. H. MEHTA SCIENCE COLLEGE**  
Tal. Palghar, Dist. Palghar, Pin - 401 404.  
Code.: (02525) 252163, Prin : 252317 • Resi. : 252316  
website : [www.sdsmcollege.com](http://www.sdsmcollege.com) • Email: [sdsmcollege@yahoo.com](mailto:sdsmcollege@yahoo.com)

11/03/2019

Ref. No. :

Date : \_\_\_\_\_

To,  
Dr. Ashish Uzgare,  
Wilson College,  
Mumbai -400 007

**Subject: Thanks letter**

Respected sir,

You have conducted a valuable workshop on **Soft Skill Management** for M.Sc. part II students dated 11<sup>th</sup> March 2019. The Department of Chemistry of Sonopant Dandekar College, Palghar is very much thankful for valuable guidance and Co-operation.

Thanking you

Yours Faithfully,

*All*  
Received Thanks.

*Janwadkar*  
Dr. Suhas P. Janwadkar  
Coordinator

# Attendance Report

## Sonopant Dandekar Arts College, V. S. Apte Commerce College & M. H. Mehta Science College - Palghar

### ATTENDANCE OF CANDIDATES WHO ARE PRESENT FOR THE EXAMINATION

**Instructions :**

Junior Supervisor should personally obtain the signature of the Candidate, while checking the Hall Tickets/Fee Receipts.

Supervisor's Name : Soft Skill Workshop Block No.: \_\_\_\_\_ Room No.: \_\_\_\_\_

Examination \_\_\_\_\_ Class : \_\_\_\_\_

Subject : \_\_\_\_\_ Paper No.: \_\_\_\_\_ Section \_\_\_\_\_

Examination Seat No.s from \_\_\_\_\_ to \_\_\_\_\_ (Total \_\_\_\_\_)

Date : 11/03/2019

#### Session I / II

Serial No	Examination Seat No.	Me- dium	Signature of the Candidates	Serial No	Examination Seat No.	Me- dium	Signature of the Candidates
1	619		<u>Ample</u>	26			
2	620		<u>Raw</u>	27			
3	26001		<u>MW</u>	28			
4	26003		<u>Avate</u>	29			
5	2632		<u>chayga</u>	30			
6	2601		<u>Rupdas</u>	31			
7	2612		<u>Aghant</u>	32			
8	2614		<u>Sutay</u>	33			
9	2652		<u>Chadhary</u>	34			
10	2657		<u>Tejal</u>	35			
11	2658		<u>Sata</u>	36			
12				37			
13				38			
14				39			
15				40			
16				41			
17				42			
18				43			
19				44			
20				45			
21				46			
22				47			
23				48			
24				49			
25				50			

(Total Number of Candidates Present \_\_\_\_\_)

Date : \_\_\_\_\_

Senior Supervisor \_\_\_\_\_

Junior Supervisor \_\_\_\_\_

2018-19

**Sonopant Dandekar Arts College, V. S. Apte Commerce College  
& M. H. Mehta Science College - Palghar**

**ATTENDANCE OF CANDIDATES WHO ARE PRESENT FOR THE EXAMINATION**

**Instructions :**

Junior Supervisor should personally obtain the signature of the Candidate, while checking the Hall Tickets/Fee Receipts.

Supervisor's Name : Soft Skill Workshop Block No.: \_\_\_\_\_ Room No.: \_\_\_\_\_

Examination \_\_\_\_\_ Class : \_\_\_\_\_

Subject : \_\_\_\_\_ Paper No.: \_\_\_\_\_ Section \_\_\_\_\_

Examination Seat No.s from \_\_\_\_\_ to \_\_\_\_\_ (Total \_\_\_\_\_)

Date : 11/03/2019

**Session I / II**

Serial No	Examination Seat No.	Medium	Signature of the Candidates	Serial No	Examination Seat No.	Medium	Signature of the Candidates
1	401		<u>[Signature]</u>	26	426		<u>[Signature]</u>
2	402		<u>[Signature]</u>	27	427		<u>[Signature]</u>
3	403		<u>[Signature]</u>	28	428		<u>[Signature]</u>
4	404		<u>[Signature]</u>	29	429		<u>[Signature]</u>
5	405		<u>[Signature]</u>	30	430		<u>[Signature]</u>
6	406		<u>[Signature]</u>	31	431		<u>[Signature]</u>
7	407		<u>[Signature]</u>	32	432		<u>[Signature]</u>
8	408		<u>[Signature]</u>	33	601		<u>[Signature]</u>
9	409		<u>[Signature]</u>	34	602		<u>[Signature]</u>
10	410		<u>[Signature]</u>	35	603		<u>[Signature]</u>
11	411		<u>[Signature]</u>	36	604		<u>[Signature]</u>
12	412		<u>[Signature]</u>	37	605		<u>[Signature]</u>
13	413		<u>[Signature]</u>	38	606		<u>[Signature]</u>
14	414		<u>[Signature]</u>	39	607		<u>[Signature]</u>
15	415		<u>[Signature]</u>	40	608		<u>[Signature]</u>
16	416		<u>[Signature]</u>	41	609		<u>[Signature]</u>
17	417		<u>[Signature]</u>	42	610		<u>[Signature]</u>
18	418		<u>[Signature]</u>	43	611		<u>[Signature]</u>
19	419		<u>[Signature]</u>	44	612		<u>[Signature]</u>
20	420		<u>[Signature]</u>	45	613		<u>[Signature]</u>
21	421		<u>[Signature]</u>	46	614		<u>[Signature]</u>
22	422		<u>[Signature]</u>	47	615		<u>[Signature]</u>
23	423		<u>[Signature]</u>	48	616		<u>[Signature]</u>
24	424		<u>[Signature]</u>	49	617		<u>[Signature]</u>
25	425		<u>[Signature]</u>	50	618		<u>[Signature]</u>

(Total Number of Candidates Present \_\_\_\_\_)

Date : \_\_\_\_\_

\_\_\_\_\_  
Senior Supervisor

\_\_\_\_\_  
Junior Supervisor



# Photograph



## Report of the Programme

Department of Chemistry, Sonopant Dandekar Arts College, V.S. Apte Commerce College and M.H. Mehta Science College, Palghar had conducted a workshop on Soft Skill for M.Sc II students on 11/03/2019 to improve the interview technique, to understand the importance of soft skill in day to day life, interview etiquettes.

# Feedback form

## Feed back form of soft skill workshop.

Date : 11/03/19

Class: MSc

Roll No : 421

1. Did the workshop help in understanding the meaning and importance of soft skill?

Yes / No

2. Was the resource person well prepared and gave real life situation and examples?

Yes / No

3. Do you feel confident and enriched after the workshop?

Yes / No

4. Have you understood the term interview Etiquettes?

Yes / No

5. Has the workshop improved your knowledge about the interviews and will be helpful for you in appearing for one?

Yes / No

Rate the workshop and the resource person on the point of 1 to 5

				<u>✓</u>
1	2	3	4	5

Any other suggestions

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