



Rajgad Dnyanpeeth's

## **Rajgad Institute of Management Research & Development, Pune -43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule  
Pune University

### **Criterion 1 – Curricular Aspects**

#### **Key Indicator – 1.2 Academic Flexibility**

#### **1.2.2. Number of Add on /Certificate programs offered during the last five years**

**1.2.2.1:** How many Add on /Certificate programs are added within the last 5 years

**&**

#### **1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**

**1.2.3.1.** Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years



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## NAAC

### Criterion 1 – Curricular Aspects

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		Certificate
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		Notice
		Course Details
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		Certificate
3	2017-18	<b>Business English and Corporate Communication</b>
		Notice
		Course Details
		Attendance
		Certificate



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## Certification Report

Academic Year 2018-19



<b>Name of Programme</b>	<b>Cyber Security Awareness Certification (Online Course)</b>
<b>Day &amp; Date</b>	<b>01<sup>st</sup> March 2019 (Friday)</b>
<b>Name of Resource Persons</b>	<b>Quick Heal Foundation</b>
<b>Name of Cell/Committee</b>	<b>Academic Monitoring Committee</b>
<b>Name of Coordinator</b>	<b>Dr. Prajakta Warale</b>



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## Rajgad Institute of Management Research & Development, Pune-43

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### Quick Heal Cyber Security Awareness Certification

#### Course Details:

**Name of the course:** Cyber Security Awareness Certification

**Resource person:** In association with Quick Heal Foundation

**Type of certification:** Online certification course

**Number of contact hours:** 30 hours + 1Hour Online Examination

#### Objective of Programme:

- To make student understanding importance of cyber security
- To create awareness amongst students about cyber security
- To provide students with information of safely using social media and internet.
- To make students learn various measures to be taken to avoid being cyber-crime victim

#### Description of Programme:

The Institute had organized a value added certification course to bring about knowledge concerning cyber security due to increase in cybercrimes in recent days.

A certification course was conducted on 'Cyber Security Awareness in association with Quick Heal Foundation under their CSR activity. Around 143 students enrolled for the certification. Amongst those, 139 students successfully completed 30 hours of online certification course of cyber security. The online examination of the course was conducted in the institute on 27<sup>th</sup> and 29<sup>th</sup> March 2019 for MBA I and MBA II respectively, in which 138 students successfully cleared the examination.

The Students clearing examinations were awarded with the online course completion certification by Quick Heal foundation on their registered email for the course.



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**Outcome:**

- Students were aware about various cyber crimes
- Student's learnt precaution to be taken care of while using internet and social media
- Students learnt various security majors to adopted to safe guard their cyber activities

Dr. Prajakta Warale

**Coordinator**

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043

Dr. Rohan Dahivale

**HOD**



Dr. D. B. Bharati

**Director**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



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Some Glimpses of Cyber Security Awareness Certification



Students giving online examination on Cyber Security Awareness



*Warale*

Dr. Prajakta Warale

Coordinator

**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043

*Dahivale*

Dr. Rohan Dahivale

HOD

*Bharati*

Dr. D. B. Bharati

Director

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
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**NOTICE**

Date: 02/01/2019

All the students of MBA I and II year are hereby informed that, Institute is organizing a certification course in association with Quick Heal Foundation for both MBA I & II. The details of the course are as follows:

**Name of the course:** Cyber Security Awareness

**Resource person:** Quick Heal Foundation

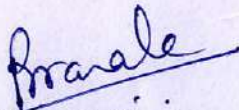
**Type of certification:** online certification course

**Number of contact hours:** 30 hours + 1Hour Online Examination

**Benefits of the certification:**

- Students will be Able to get certified in certification provided by Quick Heal Foundation
- Students will be able to understand various Cyber-crimes taking place nowadays.
- Students will learn various measures to be taken to avoid being cyber-crime victim
- Students can complete their 30 hours online course at any place any time after course registration.
- Students will be provided with study material and PPTs for online examination of the course.
- The course is free of cost for students

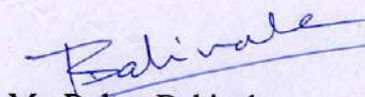
Interested Students should contact Dr. PrajaktaWarale. Last date to register the course will be 04<sup>th</sup> February 2019.



Dr. Prajakta Warale

**Coordinator**

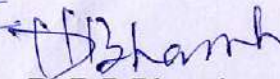
**IQAC Coordinator**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development,  
Dhankawadi, Pune - 411 043



Mr. Rohan Dahivale

**HOD**





Dr. D.B. Bharati

**Director**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
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Prajakta Warale &lt;prajaktawarale@gmail.com&gt;

## Fwd: About Quick Heal Foundation

8 messages

Emran Shaikh <emran90285@gmail.com>  
 To: Prajakta Warale <prajaktawarale@gmail.com>

Tue, Dec 18, 2018 at 11:55 AM

----- Forwarded message -----

From: **Sugandha Dani** <sugandha.dani@quickhealfoundation.org>  
 Date: Mon, Dec 17, 2018 at 12:18 PM  
 Subject: About Quick Heal Foundation  
 To: emran90285@gmail.com <emran90285@gmail.com>

Dear Sir

Greetings!!!

As per my discussion with Mr. Visham Shukla, sending you introductory letter and presentation about Quick Heal Foundation for your perusal. Kindly reply if you want to get associated. In case of any query feel free to revert.

Thanks !

Best Regards,



**Sugandha Dani**  
 Executive CSR  
 Quick Heal Foundation  
**E-mail** :sugandha.dani@  
 quickhealfoundation.org  
**Mob** : +91 7219002547



Address : Quick Heal Technologies Ltd.,  
 Office No. 501 , The Metropolitan, Wakdewadi, Shivaji Nagar, Pune, Maharashtra 411005.  
 Desk Ph. : +91 020-41467229  
**Website**: www.quickhealfoundation.org

Follow us:-



*Dr. D. B. Bharati*  
**Dr. D. B. Bharati**  
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Thanks  
Emran Shaikh  
Technical Assistant  
RIMRD,Pune 43

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2 attachments

 **Introductory\_Letter\_Colleges.pdf**  
203K

 **QHF\_Presentation\_MoU\_18-19.pdf**  
1514K

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**Prajakta Warale** <prajaktawarale@gmail.com>

Tue, Dec 18, 2018 at 12:32 PM

To: Sugandha Dani <sugandha.dani@quickhealfoundation.org>, emran shaikh <emran90285@gmail.com>

Cc: manjiri.kalyankar@rediffmail.com, director@rimrd.org

Dear Madam,

Thank you for sending presentation and CSR programme details. We highly appreciate your initiative of CSR.

Further we would like to take part in your CSR activity for community and Free online course on Cyber Security Awareness . We would also like to open CALC at our institute.

We would also like to sign MoU with Quick Heal Foundation for CSR Activity CALC and Online Course on Cyber Security Awareness.

Dates for same can be discussed mutually.

Thank you once Again.

Regards,

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RIMRD,Pune-43

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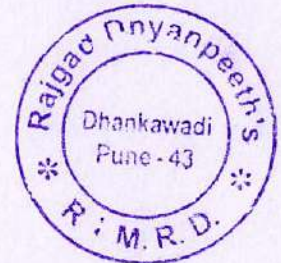
**Dr. Prajakta N. Warale**

BE(Instru),MBA(IT), Ph D

Associate Professor & NAAC Coordinator,

D's Rajgad Institute of Management Research & Development

Dhankawadi,Pune-43



  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

---

**Sugandha Dani** <sugandha.dani@quickhealfoundation.org>

Thu, Dec 20, 2018 at 10:09 AM

To: Prajakta Warale <prajaktawarale@gmail.com>, emran shaikh <emran90285@gmail.com>

Cc: "manjiri.kalyankar@rediffmail.com" <manjiri.kalyankar@rediffmail.com>, "director@rimrd.org" <director@rimrd.org>

Dear Madam

Thanks for showing interest in Quick Heal Foundation's activities. Kindly go through attached draft of MoU and if your college authorities are willing to initiate association with us kindly send following details.

Name of College:

Short name:

Affiliated University:

Address:

Principal Name

Contact No.

Email Id

Signing Authority name and contact details in case principal is not signing authority

Single Point of Contact Person (SPOC) Name

This person will be responsible for all the communication with Quick Heal Foundation.

Contact No.

Email id

In case of any query feel free to revert

Thanks !

Best Regards,



**Sugandha Dani**  
 Executive CSR  
 Quick Heal Foundation  
**E-mail :** sugandha.dani@  
 quickhealfoundation.org  
**Mob :** +91 7219002547



Address : Quick Heal Technologies Ltd.,  
 Office No. 501 , The Metropolitan, Wakdevadi, Shivaji Nagar, Pune, Maharashtra 411005.  
 Desk Ph. : +91 020-41467229  
**Website:** www.quickhealfoundation.org

Follow us:-




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**Dr. D. B. Bharati**  
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 30K

Prajakta Warale <prajaktawarale@gmail.com>

Thu, Dec 27, 2018 at 3:50 PM

https://mail.google.com/mail/u/0?ik=1c7a0699db&view=pt&search=all&permthid=thread-f%3A1620169798049576295&siml=msg-f%3A16201697980... 3/6



Dear Sir / Madam,

Greetings! We thank you for showing interest in our cyber awareness activity. We would be delighted to work with you and take this campaign in the remotest place of Maharashtra.

We introduce ourselves as an 100% non-profitable organization initiated by public listed company, Quick heal Technologies Ltd as per schedule VII under Company Act 2013. We work for social cause in under mentioned avenues.

- 1.Education : Life skills program for under privileged schools students
- 2.Tribal welfare : working only in Pune for Katkari's
- 3.Establishing Cyber Awareness Literacy cell

In today's scenario, the whole world has come closer through internet and large amount of data is being exchanged or shared on it. As we know that with every benefit also comes disadvantage, the world has experienced it, as there is substantial increase in number of cyber crimes; as this domain is not geographically bound and also very difficult to assess the criminals identity and their modus operandi. Also, our nation hasn't passed stringent laws where the criminals will be punished severely be it inside or outside the nation. The cyber security industry is growing 12 times faster than any other industry in the world and faces acute shortage of professionals who would fight this menace and protect innocents from being cheated.

We being the pioneers of India in IT security solution company and rated as 4th best company in the world, have taken this responsibility to create maximum Cyber Security Awareness among the society.

The only way to do it is by spreading awareness hence have decided to establish "Cyber Awareness Literacy Cell" (CALC) in colleges and through it run relevant activities. To achieve our objective on national level we plan to undertake the following activities

1. Select colleges in major cities like Pune, Ahmednagar, Aurangabad, Nasik, Kolhapur, Solapur, Nagpur, Mumbai and Thane which runs IT courses UG and PG level (areas can be stretched if university is involved)
2. **Free Online Course:** Online course on Cyber Security Awareness for college students which will help them to understand different types of cyber threats in cyber world and also how to avoid it.
3. **Earn & Learn Scheme:** Select volunteers under Earn & Learn scheme for making presentations in schools and give them intern certificate for the same to help them fetch a good job.
4. **Faculty Development Program:** To train faculties on subjects like C, C++ Programming as per industry requirements. Objective is that faculty will percolate it to students, which will enhance their skill-set thus helping them to secure jobs in campus itself.

We take this opportunity and appeal to you to join hands with us in this noble cause and make our nation most cyber secured and also help maximum number of students of IT UG and PG to get employment in security domain.

Mr. Ajay Shirke

Manager, CSR

Quick Heal Foundation



**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43



## Quick Heal Foundation

### Cyber Security Awareness Online Course

#### Guidelines to conduct online course on "Cyber Security Awareness"

1. Type address in address bar: <https://qhelearning.qhtpl.com/qh>
2. If your college has firewall, then you need to add exception for Mozilla fire form or go to advanced options in google chrome browser to open the site.
3. Click on Log in, then click on create new account
4. Enter details. If your college name is not seen in the list kindly let Quick Heal Foundation know about it.
5. Student's enrollment will be active within 24-30 hrs after online registration.
6. Course contents will be accessible once student is active.
7. After activation student will be able to appear for the online sessions.
8. Student have to complete entire 30 hours course to appear for online examination
9. After completion of the course, college coordinator can schedule online exam within 7-8 days in coordination with Quick Heal Foundation.
10. Receive exam password ½ hour before examination.
11. After examination, student can see their score immediately. And will receive e-certificate within a week on their registered email address.



*Dr. D. B. Bharati*  
**Dr. D. B. Bharati**  
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Academic Year: 2018-19  
Examination Attendance Sheet

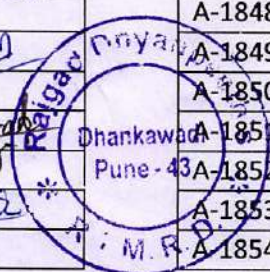
MBA-I Year (Semester: II)

Name of the Event: Awareness on Cyber Security Certification Course

Division: A

Day & Date: 29/03/2019 (Fri)

Roll No.	Student Name	Signature	Roll No.	Student Name	Signature
A-1801	Aher Suraj Padmakarao		A-1828	Deshmukh Rohit	<i>Rohit Deshmukh</i>
A-1802	Ahire Mar asi Chandrashekhar	<i>M. A. Hire</i>	A-1829	Deval Hrishikesh Nitin	
A-1803	Angarkhe Sachin Bhanudas		A-1830	Devgirikar Vikas Ganpat	
A-1804	Aslekar Yogendra Avinash	<i>Yogendra Aslekar</i>	A-1831	Dhalewadikar Onkar Sudhir	<i>Onkar Dhalewadikar</i>
A-1805	Athawale Akshaykumar M.	<i>Akshay Athawale</i>	A-1832	Dhumal Sagar Vilas	
A-1806	Atkari Aniket Tukaram	<i>Aniket Atkari</i>	A-1833	Gaikwad Ashwini D.	<i>Ashwini Gaikwad</i>
A-1807	Awaghade Sumati Laxman	<i>Sumati Awaghade</i>	A-1834	Gholap Kajal Janardhan	<i>Kajal Gholap</i>
A-1808	Awale Vyankatesh Shivaji	<i>Vyankatesh Awale</i>	A-1835	Ghone Manisha Mohan	
A-1809	Badhe Kekar Dattatray	<i>Kekar Badhe</i>	A-1836	Gohad Prathamesh Prajyot	<i>Prathamesh Gohad</i>
A-1810	Bandal Sagar Krishna		A-1837	Gole Pratik Bharat	
A-1811	Bankar Vivekanand Kashinath		A-1838	Gondkar Akshay Jitendra	<i>Akshay Gondkar</i>
A-1812	Bhandirge Aniket Ankush	<i>Aniket Bhandirge</i>	A-1839	Hulge Dattu Vitthal	<i>Dattu Hulge</i>
A-1813	Bhargude Nikita Suresh		A-1840	Jadav Vivek	
A-1814	Bhogavkar Rushikesh Bajarang	<i>Rushikesh Bhogavkar</i>	A-1841	Jadhav Vijay Anil	<i>Vijay Jadhav</i>
A-1815	Bhole Rohan Balchand		A-1842	Jagdale Supriya Ramchandra	
A-1816	Bhopale Mahesh Rambhau	<i>Mahesh Bhopale</i>	A-1843	Jamale Maruti Dattu	<i>Maruti Jamale</i>
A-1817	Bhople Komal Madhukar	<i>Komal Bhople</i>	A-1844	Kadam Shruti Rajiv	
A-1818	Bhosale Akshay Shivaji	<i>Akshay Bhosale</i>	A-1845	Kakade Vishal Jaywant	<i>Vishal Kakade</i>
A-1819	Bhosale Sanghvi Bhagwan	<i>Bhagwan Sanghvi</i>	A-1846	Kale Kashmiri Sunil	
A-1820	Bhot Hrudaynath Hiran	<i>Hrudaynath Bhot</i>	A-1847	Kale Sagar Navnath	
A-1821	Burujpatte Nikita Balasaheb		A-1848	Kamble Audumbar Bhagwat	<i>Audumbar Kamble</i>
A-1822	Chavan Pallavi Rajusing	<i>Pallavi Chavan</i>	A-1849	Kamble Sumit	
A-1823	Chavan Payal Ashok		A-1850	Kamble Unnati Arvind	<i>Unnati Kamble</i>
A-1824	Chavan Pooja Prabhakararao	<i>Pooja Chavan</i>	A-1851	Khaladkar Aditi Milind	<i>Aditi Khaladkar</i>
A-1825	Chavan Rahul Dnyaneshwar	<i>Rahul Chavan</i>	A-1852	Khandale Hemant Balasaheb	<i>Hemant Khandale</i>
A-1826	Deshmane Mayur Rajendra	<i>Mayur Deshmane</i>	A-1853	Khandare Simaran Ramakant	<i>Simaran Khandare</i>
A-1827	Deshmukh Anup Nandkumar		A-1854	Khedkar Dinesh Madhukar	<i>Dinesh Khedkar</i>



Name & Signature of Coordinator

*Chavan*



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Pune University

**Academic Year: 2018-19**  
**Examination Attendance Sheet**

**MBA-I Year (Semester: II)**

**Name of the Event: Awareness on Cyber Security Certification Course**

**Division: A**

**Day & Date: 29/03/2019 (Fri)**

Roll No.	Student Name	Signature
A-1855	Khirappawar Shubham V.	
A-1856	Khutwad Prajakta Pandurang	
A-1857	Konde Satyajit Vitthalrao	
A-1858	Kore Rahul Dattatrya	
A-1859	Kumbhar B. Chandrakant	
A-1860	Lonare Suraj Mahadev	



Name & Signature of Coordinator



Rajgad Dnyanpeeth's

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Academic Year: 2018-19  
Examination Attendance Sheet

MBA-I Year (Semester: II)

Name of the Event: Awareness on Cyber Security Certification Course

Division: B

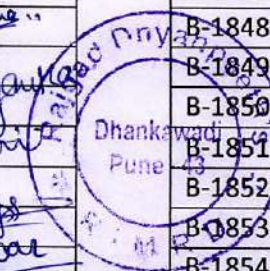
Day & Date: 29/02/2019 (Fri)

Roll No.	Student Name	Signature
B-1801	Magar Jitendra Rajendra	
B-1802	Mahadik Shubham Shashikant	<i>Shubham</i>
B-1803	Malawdkar Akash	<i>Akash</i>
B-1804	Malusare Tushar Dinkar	
B-1805	Mane Sagar Shankar	<i>Sagar</i>
B-1806	Manwar Mansi Rameshbai	<i>Mansi</i>
B-1807	Mate Digvijay Rajan	
B-1808	Mavchi Manoj Revaji	<i>Manoj Mavchi</i>
B-1809	Mhaske Akshay Rambhau	<i>Mhaske</i>
B-1810	Misal Sushant	
B-1811	Mohite Amruta Atul	<i>Amruta</i>
B-1812	More Nikhil Bharat	<i>Nikhil</i>
B-1813	Muley Chetan Ghansham	
B-1814	Nagarkar Saurabh Dnyaneshwar	
B-1815	Nanaware Chaitrali Shrikant	
B-1816	Nandiwale Maruti Vyankappa	<i>Maruti</i>
B-1817	Naykude Sunita Subhash	<i>Sunita</i>
B-1818	Nigade Apeksha Narayan	<i>Apeksha</i>
B-1819	Nikam Akshay Minanath	<i>Akshay</i>
B-1820	Nikam Rohan Raosaheb	
B-1821	Ohal Suvarna Amol	<i>Suvarna</i>
B-1822	Patil Aditya	
B-1823	Patil Priyanka Sanjay	<i>Priyanka</i>
B-1824	Patil Swapnil Nivas	<i>Swapnil</i>
B-1825	Patil Vikram Mukund	
B-1826	Pawage Prafulla Narayan	<i>Pawage</i>
B-1827	Pawar Aishwarya Chandrashekhar	<i>Aishwarya</i>

Roll No.	Student Name	Signature
B-1828	Pawar Kanchan Vilas	<i>Kanchan</i>
B-1829	Pawar Shankar Pandurang	<i>Shankar</i>
B-1830	Pawar Tejas Namdev	<i>Tejas</i>
B-1831	Phalake Sagar Kisan	<i>Sagar</i>
B-1832	Pitale Sandip Digambar	
B-1833	Rathod Sanjay Teju	<i>Sanjay</i>
B-1834	Rewanwar Rohit Rajeshwar	
B-1835	Sabale Natraj Dhanaji	<i>Natraj</i>
B-1836	Sahu Ankit Kumar	<i>Ankit</i>
B-1837	Sakpal Prathamesh Rajendra	<i>Prathamesh</i>
B-1838	Salunkhe Sayali Sharad	<i>Sayali</i>
B-1839	Shaikh Altab Mahiboob	
B-1840	Shaikh Nihal Murshid	<i>Nihal</i>
B-1841	Shelar Shweta Eknath	<i>Shweta</i>
B-1842	Sherjale Vaibhav Nana	
B-1843	Shetty Arkesh Shivaram	
B-1844	Shinde Ramdas Sharad	<i>Ramdas</i>
B-1845	Shinde Shubham Balu	<i>Shubham</i>
B-1846	Shrotri Pallavi Natwarlal	
B-1847	Shrotri Sourabh Natwarlal	
B-1848	Tarate Sanketa Rajan	<i>Sanketa</i>
B-1849	Thakare Maruti Pandurang	<i>Maruti</i>
B-1850	Thakare Rani Dattatray	<i>Rani</i>
B-1851	Thite Vijay Mahadeo	<i>Vijay</i>
B-1852	Thombare Shubhangi B.	
B-1853	Thombare Smita Balasaheb	
B-1854	Thopate Suraj Uttamrao	<i>Suraj</i>

Name & Signature of Coordinator

*Pravale*







Rajgad Dnyanpeeth's

**Rajgad Institute of Management Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule  
Pune University

**Academic Year: 2018-19**  
**Examination Attendance Sheet**

**MBA-I Year (Semester: II)**

**Name of the Event: Awareness on Cyber Security Certification Course**

**Division: B**

**Day & Date: 29/03/2019 (Fri)**

Roll No.	Student Name	Signature
B-1855	Tilekar Reshma Shrikant	
B-1856	Torad Mayur Navnath	
B-1857	Tupe Ashwini Pramod	<i>[Signature]</i>
B-1858	Waghchaude Pooja Gajanan	
B-1859	Walgude Supriya Sonaba	
B-1860	Walke Ananda Kundlikrao	<i>[Signature]</i>



Name & Signature of Coordinator

*[Signature]*



Rajgad Dr. N. P. N. Peeth's

# Rajgad Institute of Management Research & Development, Pune-43

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule Pune University

Academic Year: 2018-19  
Examination Attendance Sheet

MBA-II Year (Semester: IV)

Name of the Event: Awareness on Cyber Security Certification Course

Division: A

Day & Date: 27/03/2019 (Wed)

Roll No.	Student Name	Signature
A-1701	Aher Viren Vilas	Aher
A-1702	Ajabe Pravin Bhagwatrao	Ajabe
A-1703	Andhare Rohit Dattatraya	Andhare
A-1704	Bachchhav Vaishali Ramesh	Bachchhav
A-1705	Bathe Nikita Ramdas	Bathe
A-1706	Bendgude Shubham Mahadev	Bendgude
A-1707	Bhonjal Abhishek Ajay	Bhonjal
A-1708	Bhosale Sushant Gulab	Bhosale
A-1709	Bhosale Sushmita Dinesh	Bhosale
A-1710	Biradar Pandurang Shivajirao	Biradar
A-1711	Chaudhari Sonali Dilip	Chaudhari
A-1712	Chaugule Shweta Pramod	Chaugule
A-1713	Chavan Shubham Madhukar	Chavan
A-1714	Chinchkar Prashant Madhukar	Chinchkar
A-1715	Dalvi Seema Laxman	Dalvi
A-1716	Desai Pruthviraj Suresh	Desai
A-1717	Deshmukh Pranali Sanjay	Deshmukh
A-1718	Deshpande Bhagyashree	Deshpande
A-1719	Dhamale Aditya Ravindra	Dhamale
A-1720	Dhamane Rahul Sudhakar	Dhamane
A-1721	Doke Tanaji Dnyanoba	Doke
A-1722	Doshi Shubham Vishnu	Doshi
A-1723	Dudhane Shamal Vilas	Dudhane
A-1724	Gaikwad Aishwarya Ashok	Gaikwad
A-1725	Gaikwad Suvarna Anilrao	Gaikwad
A-1726	Gavit Sanjivani Dilip	Gavit
A-1727	Gawade Puja Ramakant	Gawade

Roll No.	Student Name	Signature
A-1728	Gaykawad Kapil Wasudeo	Gaykawad
A-1729	Ghone Prajakta Pradip	Ghone
A-1730	Gore Lahu Bibhishan	Gore
A-1731	Govilkar Akshay Prabhakar	Govilkar
A-1732	Ingole Yogiraj Manikrao	Ingole
A-1733	Jadhav Yogesh Laxman	Jadhav
A-1734	Jagtap Hrishikesh Ashok	Jagtap
A-1735	Jagtap Piyush Ravindra	Jagtap
A-1736	Jagtap Sayali Ramchandra	Jagtap
A-1737	Jangir Ravi Kanhayalal	Jangir
A-1738	Jogendra Vishwakarma P.	Jogendra
A-1739	Kadam Tanuja Suresh	Kadam
A-1740	Kakade Dinesh Prakash	Kakade
A-1741	Kakade Gauri Sudhir	Kakade
A-1742	Kakade Madhuri Shivaji	Kakade
A-1743	Kale Priyanka Shivaji	Kale
A-1744	Kamble Shweta Ramesh	Kamble
A-1745	Katti Soumya Pramod	Katti
A-1746	Kelam Bhupendra Kumar S.	Kelam
A-1747	Kharde Hemant Gulabsing	Kharde
A-1748	Kokare Rutuja Sanjay	Kokare
A-1749	Kokate Vikrant Vishwanath	Kokate
A-1750	Kulkarni Niranjan Deepak	Kulkarni
A-1751	Kumawat Kedar Ganesh	Kumawat
A-1752	Lokare Ujawala Namdev	Lokare
A-1753	Lokhande Pooja Tukaram	Lokhande
A-1754	Magdum Shivraj Mahadev	Magdum

Name & Signature of Coordinator

*(Signature)*  
Rajgad Dr. N. P. N. Peeth's  
Pune-43  
M.R.D.



Rajgad Dr. N. R. D. N. P. E. E. T. H.'s

**Rajgad Institute of Management Research & Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule Pune University

Academic Year: 2018-19  
Examination Attendance Sheet

MBA-II Year (Semester: IV)

Name of the Event: Awareness on Cyber Security Certification Course

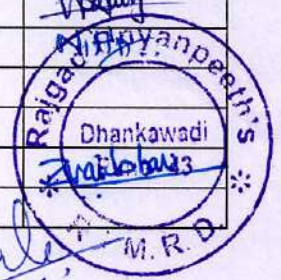
Division: B

Day &amp; Date: 27/03/2019 (Wed)

Roll No.	Student Name	Signature
B-1701	Mahurkar Archana M.	<i>Archana</i>
B-1702	Mane Nitinkumar Gulab	<i>MG</i>
B-1703	Maskevinod Ganesh	<i>Vinod M.</i>
B-1704	Mohite Supriya Tanaji	<i>Mohita</i>
B-1705	More Shradha Sanjay	<i>SM</i>
B-1706	Mule Priyanka Dinkar	<i>Mule</i>
B-1707	Nair Smitha Manoj	<i>NS</i>
B-1708	Nanavare Nilesh Bandu	
B-1709	Nawasagare Dhanashri M.	<i>Nawasagare</i>
B-1710	Nigade Rutuja Sahebrao	<i>NR</i>
B-1711	Nikalje Ajay Sopan	
B-1712	Nikam Vivekkumar Ramesh	
B-1713	Pathan Mohasin Sherkhan	
B-1714	Patil Ganesh Madhav	<i>GM Patil</i>
B-1715	Patil Geeta Milind	
B-1716	Patil Leena Sudhir	<i>Leena</i>
B-1717	Patil Lokesh Keshav	
B-1718	Patil Snehal Nivas	<i>Snehal</i>
B-1719	Patil Viraj Pruthviraj	<i>Viraj</i>
B-1720	Pawar Niranjana Suresh	<i>Niranjana</i>
B-1721	Pawar Sayali Dnyandeo	<i>Sayali</i>
B-1722	Pawar Vikrant Sunil	<i>Vikrant</i>
B-1723	Pol Kalpit Laxman	<i>Kalpit</i>
B-1724	Pounikar Payal Ramesh	<i>Payal</i>
B-1725	Rajput Radhika Ragunathsing	<i>Radhika</i>
B-1726	Rawal Rupa Manoj	<i>Rupa</i>
B-1727	Salunke Priya Mahadev	<i>Priya</i>

Roll No.	Student Name	Signature
B-1728	Salunkhe Sarthak Sahebrao	<i>Sarthak</i>
B-1729	Salunkhe Sonali Vishnu	<i>Sonali</i>
B-1730	Sapte Komal Raghunath	<i>Sapte</i>
B-1731	Sarpale Sonali Babu	<i>Sarpale</i>
B-1732	Sawale Shweta	<i>Shweta</i>
B-1733	Sawant Paresh Devidas	
B-1734	Shah Gaurav Kumarpal	
B-1735	Shedage Prajakta Sadashiv	
B-1736	Shegokar Harsha Keshav	<i>Harsha</i>
B-1737	Shelar Akash Sandeep	<i>Shelar</i>
B-1738	Shete Sayali Dnyaneshwar	
B-1739	Shinde Akshay Nandkumar	
B-1740	Shinde Akshay Sunil	<i>Shinde</i>
B-1741	Shinde Ashwini Girish	<i>Shinde</i>
B-1742	Shinde Kalyani Prakash	
B-1743	Shinde Priyanka Vilas	<i>Shinde</i>
B-1744	Shinde Shrutika Bharat	
B-1745	Supekar Chetan Suresh	<i>Supekar</i>
B-1746	Veer Akash Bajirao	<i>Veer</i>
B-1747	Wagh Rahul Nagnath	<i>Wagh</i>
B-1748	Waghmare Nilesh Sheshrao	
B-1749	Walunj Anantha Vitthal	<i>Walunj</i>
B-1750	Yengul Nitin Tirupati	
B-1751	Yusuf Patel Rashid	
B-1752	Zanje Vijay Tanaji	
B-1753	Zingade Vaibhav Dattatray	

Name &amp; Signature of Coordinator



# Certificate of Participation



Awarded to

*Komal Sapte*

For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date *Wednesday, 27 March*

*Dr. D. B. Bharati*  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune-43

*Shri. Kailash Katkar*  
**Shri. Kailash Katkar**  
Trustee, Quick Heal Foundation

# Certificate of Participation



Awarded to

*Gauri Kakade*

For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date *Wednesday, 27 March*

*Dr. D. B. Bharati*  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

*Shri. Kailash Katkar*

Shri. Kailash Katkar  
Trustee, Quick Heal Foundation

# Certificate of Participation



Awarded to

*Sanjivani Gavit*

For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date **Wednesday, 27 March**

*D. B. Bharati*  
**Dr. D. B. Bharati**  
Director

Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

*Kailash Katkar*

Shri. Kailash Katkar  
Trustee, Quick Heal Foundation

# Certificate of Participation



Awarded to

*Amruta Mohite*

For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date *Friday, 29 March 2019*

*D. B. Bharati*  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

*Kailash*

**Shri. Kailash Katkar**  
Trustee, Quick Heal Foundation

# Certificate of Participation



Awarded to

*Aditi Khaladkar*

For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date *Friday, 29 March 2019*

*Dr. D. B. Bharati*  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

*Katkar*

**Shri. Kailash Katkar**  
Trustee, Quick Heal Foundation



# Certificate of Participation



Awarded to

ANANDA WALKE

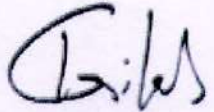
For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date Friday, 29 March 2019

  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

  
Shri. Kailash Katkar  
Trustee, Quick Heal Foundation

# Certificate of Participation



Awarded to

Priyanka Patil

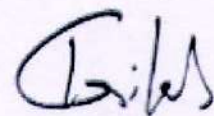
For Successfully Participating in and completing Online Course

## “Cyber Security Awareness”



Date Friday, 29 March 2019

  
**Dr. D. B. Bharati**  
Director  
Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43

  
Shri. Kailash Katkar  
Trustee, Quick Heal Foundation



Rajgad Dnyanpeeth's

**Rajgad Institute of Management Research &  
Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to  
Savitribai Phule Pune University

**NOTICE**

Date: 14/07/2018

All the students of MBA-I year are hereby informed that, institute has arranged a certification course on '**Business English and Corporate Communication**' to enhance the communication skills of the students.

This certification will be beneficial for students in future prospect.

The sessions for course will start from 18/07/2018 onwards on every Wednesday from 3.30 pm to 5.30pm.

**Ms. Manjiri. D. Kalyankar**  
Coordinator

**Mr. Rohan Dahivale**  
HOD/ IQAC Coordinator

**Dr. D. B. Bharati**  
Director

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Rajgad Dnyanpeeth's

## **Rajgad Institute of Management Research & Development, Pune-43**

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### **A.Y. 2018-19** **Certification Course**

**Course:** Business English and Corporate Communication

**Course Code:** I-BECC

**Course Type:** Certification Course

**Contact Hours:** 32 hours

#### **Course Objective:**

- To develop oral and written language skills in a business context: of reading, listening, speech, writing, etc.
- To improve both student's ability to communicate and linguistic competence in language.

#### **Course outcome (COs):**

- Students will communicate better with others and in group in business-oriented situations
- Students will express themselves in English with greater fluency, accuracy and confidence
- Students will handle themselves in English in a variety of business contexts, from negotiating, to using the telephone, to making presentations, to socializing.
- Students will be able to handle interviews more confidently.

#### **Syllabus:**

##### **Unit: 1 - Introductions**

- Introduction to communication
- Building Powerful Vocabulary
- Learning sentence construction

##### **Unit: 2 - Meetings**

- Chairing, setting the agenda, controlling the conversation
- Participating, turn-taking, listening and taking notes
- Being diplomatic, agreeing and disagreeing

##### **Unit: 3 - Business Correspondence**

- Emails drafting - register, style, standard phrasing
- Notes and memos
- Business-specific language phrases
- Types of letter
- Corporate (Formal) Letter writing
- Types of Report & Report writing
- Minutes writing

**Unit: 4 - Telephoning**

- Telephonic communication at office, Meetings, etc
- Checking & clarifying information
- Listening to different accents, intonation
- Negotiation

**Unit: 5 - Making Presentations**

- Introducing a topic effectively
- Linking and sequencing ideas
- Concluding
- Responding to questions

**Unit: 6 - Interview Skills:**

- Resume writing.
- Job Interview-question and answers.
- Mock sessions of Interview

**CO-PO Mapping:**

Business English and Corporate Communication (A.Y: 2018-19)								
CO-PO Matrix	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	1	0	1	1	0	1	1	1
CO2	1	0	1	0	0	1	1	1
CO3	1	1	1	1	0	1	1	0
CO4	1	0	1	0	0	1	1	0

**Program Outcome:**

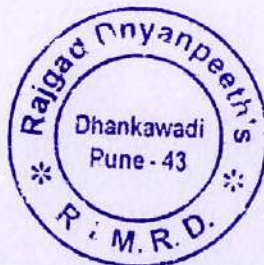
POs	Attribute	Program Outcome
PO1	Ability to apply knowledge, skill, attitude to real life business	Apply knowledge, skills and attitude of management theories and practices to solve real business problems.
PO2	Contemporary Tool Usage in business	Learn, create, select, and apply appropriate techniques, resources, modern tools, models and methods in management to complex activities in business

PO3	Environment and Sustainability	Demonstrate ethical, social and environmental responsibilities in business environment for sustainable development.
PO4	Individual and Team Work	Function effectively as an individual, and as a member or leader in teams, and in multidisciplinary settings.
PO5	Project Management and Finance	Analyze and manage project, its estimation, Risk and control and various dimensions of project management. Execute various financial functions in multidisciplinary environments
PO6	Life-long knowledge	Demonstrate the ability to apply knowledge gained during MBA to real business situation and retain lifelong learning
PO7	Ability of Understanding and Communication of aspects of Business	Ability to understand, analyze and communicate global, economic, legal, marketing, finance, HR, IT and Operations aspects of business
PO8	Value based managerial Skills & Leadership Abilities	Ability to develop managerial Skills & Leadership Abilities

*Manjiri D. Kalyankar*  
**Ms. Manjiri. D. Kalyankar**  
**Coordinator**

*Rohan Dahivale*  
**Mr. Rohan Dahivale**  
**HOD/ IQAC Coordinator**

*D. B. Bharati*  
**Dr. D. B. Bharati**  
**Director**  
**Director**  
**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management**  
**Research and Development**  
**Dhankawadi, Pune - 43**





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Development, Pune-43**

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A.Y. 2018-19

**Certification Course - Session Plan**

**Course:** Business English and Corporate Communication

**Course Code:** I-BECC

**Course Type:** Certification Course

**Contact Hours:** 32 hours

**Resource Person:** Mr. Mahesh Patil

**Faculty:** Ms. Manjiri D. Kalyankar

**Session Plan**

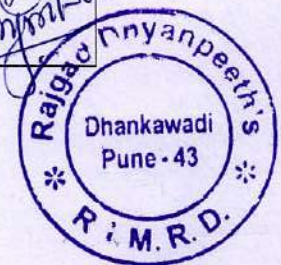
Sr. No.	No. of Hours	Planned topic	Teaching tool/ Aid used	Date & Signature
<b>Unit: 1 - Introduction</b>				
1	1	Introduction to communication	PPT , Discussion	{ 18/07/18 <u>Mpatil</u>
2	1	Building Powerful Vocabulary	PPT , Discussion	{ <u>Mpatil</u>
3, 4, 5	3	Learning sentence construction using grammar	PPT , Discussion, Exercise	25/07/18 <u>Mpatil</u>
<b>Unit: 2 - Meetings</b>				
6	1	Chairing, setting the agenda, controlling the conversation	Discussion, PPT, Internet video	01/08/18 <u>Mpatil</u>
7	1	Participating, turn-taking, listening and taking notes	Discussion of students with each other, PPT, Internet video	{ 08/08/18 <u>Mpatil</u>
8	1	Being diplomatic, agreeing and disagreeing	Discussion, Video, PPT	{ <u>Mpatil</u>
<b>Unit: 3 - Business Correspondence</b>				
9, 10	2	Emails drafting - register, style, standard phrasing	Internet, Email, PPT, Discussion	22/08/18 ; <u>Mpatil</u>
11	1	Notes and memos	PPT, Discussion	29/08/18 <u>Mpatil</u>

12	1	Business-specific language phrases	PPT, Discussion	29/08/18	Mfahd
13	1	Types of letter	PPT, Discussion	} 05/09/18	Mfahd
14	1	Corporate (Formal) Letter writing	PPT, Discussion, MS word		Mfahd
15, 16	2	Report writing	PPT, Discussion, MS word	12/09/18	Mfahd
17	1	Minutes writing	PPT, Discussion, MS word	19/09/18	Manjiri
<b>Unit: 4 - Telephoning</b>					
18	1	Telephonic communication at office, Meetings, etc	Role Play, Discussion, Video, Mock session	19/09/18	Mfahd
19	1	Checking & clarifying information	Discussion, PPT	} 26/09/18	Mfahd
20	1	Listening to different accents, intonation	Discussion, PPT, Video		Mfahd
21	1	Negotiation	Role Play, Discussion, Video	3/10/18	Manjiri
<b>Unit: 5 - Making Presentations</b>					
22	1	Introducing a topic effectively	PPT, Discussion	3/10/18	Manjiri
23	1	Linking and sequencing ideas	PPT, Discussion	} 10/10/18	Mfahd
24	1	Concluding	PPT, Discussion		Mfahd
25	1	Responding to questions	PPT, Discussion	17/10/18	Mfahd
26, 27, 28	3	Students Group PPT presentation	PPT presentation	17/10/18 24/10/18	Mfahd
<b>Unit: 6 - Interview Skills:</b>					
29	1	Resume writing	PPT, MS Office, Discussion	} 31/10/18	Manjiri
30	1	Job Interview-question and answers.	Discussion, PPT		Manjiri
31, 32	2	Mock sessions of Interview	Mock sessions of Interview	07/11/18	Manjiri

Ms. Manjiri D. Kalyankar  
Coordinator

Mr. Rohan Dahivale  
HOD/ IQAC Coordinator

Dr. D. B. Bharati  
Res. Director  
Dhankawadi, Pune - 43







**Rajgad Dnyanpeeth's**  
**Rajgao Institute of Management Research and Development**  
**Certification Attendance Sheet (Academic Year:2018-19)**

Class-MBA-I Division: A

Time: 3.30pm to 5.30pm

Course Code: I-BECC Course Name: Business English and Corporate Communication Total lectures conducted:

Sr. No.	Roll No.	Student Name	18/07	25/07	01/08	08/08	22/08	29/08	05/09	12/09	19/09	26/09	Total Lect. Attended	%
1	A-1801	Aher Suraj Padmakarao	SNA	SNA	SNA	SNA	SNA	SNA	SNA	SNA	SNA	SNA		
2	A-1802	Ahire Manasi Chandrashekhar	MSA	MSA	MSA	MSA	MSA	MSA	MSA					
3	A-1803	Angarkhe Sachin Bhanudas												
4	A-1804	Aslekar Yogendra Avinash												
5	A-1805	Athawale Akshaykumar M.	Athawale	Athawale	Athawale	Athawale	Athawale	Athawale	Athawale	Athawale	Athawale	Athawale		
6	A-1806	Atkari Aniket Tukaram	Atkari	Atkari	Atkari	Atkari	Atkari	Atkari	Atkari	Atkari	Atkari	Atkari		
7	A-1807	Awaghade Sumati Laxman												
8	A-1808	Awale Vyankatesh Shivaji	Awale	Awale	Awale	Awale	Awale		Awale	Awale				
9	A-1809	Badhe Kedar Dattatray	Badhe	Badhe	Badhe		Badhe		Badhe		Badhe	Badhe		
10	A-1810	Bandal Sagar Krishna												
11	A-1811	Bankar Vivekanand Kashinath	Bankar	Bankar	Bankar	Bankar	Bankar	Bankar	Bankar	Bankar		Bankar		
12	A-1812	Bhandirge Aniket Ankush												
13	A-1813	Bhargude Nikita Suresh	NS	NS	NS	NS	NS		NS	NS	NS	NS		
14	A-1814	Bhogavkar Rushikesh Bajarang	Bhogavkar	Bhogavkar		Bhogavkar	Bhogavkar	Bhogavkar	Bhogavkar		Bhogavkar			
15	A-1815	Bhole Rohan Balchand	Bhole	Bhole		Bhole	Bhole	Bhole				Bhole		
16	A-1816	Bhopale Mahesh Rambhau	MB	MB	MB	MB	MB		MB	MB	MB	MB		
17	A-1817	Bhople Komal Madhukar	KMB	KMB	KMB		KMB	KMB	KMB	KMB	KMB	KMB		
18	A-1818	Bhosale Akshay Shivaji												
19	A-1819	Bhosale Sanghvi Bhagwan	Syhib	Syhib	Syhib	Syhib		Syhib	Syhib	Syhib		Syhib		
20	A-1820	Bhot Hrudaynath Hiranman	H.Bhot	H.Bhot	H.Bhot	H.Bhot		H.Bhot		H.Bhot	H.Bhot			
21	A-1821	Burujpatte Nikita Balasaheb												
22	A-1822	Chavan Pallavi Rajusing	Chavan	Chavan	Chavan	Chavan	Chavan		Chavan	Chavan	Chavan	Chavan		
23	A-1823	Chavan Payal Ashok	Chavan	Chavan	Chavan		Chavan	Chavan		Chavan	Chavan	Chavan		
24	A-1824	Chavan Pooja Prabhakarrrao	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan		
25	A-1825	Chavan Rahul Dnyaneshwar	Rahul	Rahul	Rahul		Rahul	Rahul	Rahul	Rahul	Rahul	Rahul		
26	A-1826	Deshmane Mayur Rajendra	DMR	DMR	DMR	DMR	DMR	DMR	DMR	DMR	DMR	DMR		
27	A-1827	Deshmukh Anup Nandkumar												
28	A-1828	Deshmukh Rohit	Deshmukh	Deshmukh	Deshmukh		Deshmukh	Deshmukh	Deshmukh		Deshmukh	Deshmukh		

Faculty Signature .....

Sr.No.	Roll No.	Student Name	18/07	25/07	01/08	08/8	22/08	29/08	05/09	12/09	19/09	26/09	Total Lect. Attended	%
29	A-1829	Deval Hrishikesh Nitin												
30	A-1830	Devgirikar Vikas Ganpat	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>	<del>DKG</del>				
31	A-1831	Dhalewadikar Onkar Sudhir												
32	A-1832	Dhumal Sagar Vilas												
33	A-1833	Gaikwad Ashwini D.	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>	<del>GAIKWAD</del>		
34	A-1834	Gholap Kajal Janardhan	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>	<del>KAJAL</del>		
35	A-1835	Ghone Manisha Mohan	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>	<del>GHONE</del>		
36	A-1836	Gohad Prathamesh Prajyot												
37	A-1837	Gole Pratik Bharat	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>	<del>GOLEP</del>		
38	A-1838	Gondkar Akshay Jitendra	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>	<del>AKSHAY</del>		
39	A-1839	Hulge Dattu Vitthal	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>	<del>DATTU</del>		
40	A-1840	Jadav Vivek												
41	A-1841	Jadhav Vijay Anil	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>	<del>VIJAY</del>		
42	A-1842	Jagdale Supriya Ramchandra												
43	A-1843	Jamale Maruti Dattu	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>	<del>MARUTI</del>		
44	A-1844	Kadam Shruti Rajiv	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>	<del>SHRUTI</del>		
45	A-1845	Kakade Vishal Jaywant	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>	<del>VIKAL</del>		
46	A-1846	Kale Kashmira Sunil												
47	A-1847	Kale Sagar Navnath												
48	A-1848	Kamble Audumbar Bhagwat	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>	<del>AMBAR</del>		
49	A-1849	Kamble Sumit												
50	A-1850	Kamble Unnati Arvind												
51	A-1851	Khaladkar Aditi Milind	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>	<del>ADITI</del>		
52	A-1852	Khandale Hemant Balasaheb												
53	A-1853	Khandare Simaran Ramakant	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>	<del>SIMARAN</del>		
54	A-1854	Khedkar Dinesh Madhukar												
55	A-1855	Khirappawar Shubham V.												
56	A-1856	Khutwad Prajakta Pandurang												
57	A-1857	Konde Satyajit Vitthalrao												
58	A-1858	Kore Rahul Dattatrya												
59	A-1859	Kumbhar B. Chandrakant												
60	A-1860	Lonare Suraj Mahadev	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>	<del>SURAJ</del>		



Faculty Signature MAH



**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Certification Attendance Sheet (Academic Year:2018-19)**

Class-MBA-I Division: B

Time: 3.30pm to 5.30 pm

Course Code: I-BECC		Course Name: Business English and Corporate Communication										Total lectures conducted:		
Sr. No.	Roll No.	Student Name	18/07	25/07	01/08	08/8	22/08	29/08	05/09	12/09	19/09	26/09	Total Lect. Attended	%
1	B-1801	Magar Jitendra Rajendra												
2	B-1802	Mahadik Shubham Shashikant	Shub	Shub	Shub		Shub	Shub	Shub	Shub	Shub			
3	B-1803	Malawdkar Akash	Akash	Akash	Akash	Akash	Akash	Akash		Akash	Akash	Akash		
4	B-1804	Malusare Tushar Dinkar												
5	B-1805	Mane Sagar Shankar	Sagar	Sagar	Sagar		Sagar	Sagar	Sagar		Sagar			
6	B-1806	Manwar Mansi Rameshbhai												
7	B-1807	Mate Digvijay Rajan	Mate	Mate	Mate	Mate			Mate	Mate	Mate	Mate		
8	B-1808	Mavchi Manoj Revaji	MM	MM	MM		MM	MM	MM			MM		
9	B-1809	Mhaske Akshay Rambhau	Mhaske	Mhaske		Mhaske	Mhaske		Mhaske	Mhaske	Mhaske	Mhaske		
10	B-1810	Misal Sushant												
11	B-1811	Mohite Amruta Atul	Amolite	Amolite		Amolite	Amolite	Amolite		Amolite	Amolite			
12	B-1812	More Nikhil Bharat	Nikhil	Nikhil	Nikhil	Nikhil		Nikhil	Nikhil		Nikhil	Nikhil		
13	B-1813	Muley Chetan Ghansham	Muley	Muley	Muley		Muley	Muley		Muley	Muley			
14	B-1814	Nagarkar Saurabh Dnyaneshwar												
15	B-1815	Nanaware Chaitrali Shrikant												
16	B-1816	Nandiwale Maruti Vyankappa	Nandiwale	Nandiwale	Nandiwale	Nandiwale		Nandiwale		Nandiwale				
17	B-1817	Naykude Sunita Subhash	Sunita	Sunita	Sunita	Sunita	Sunita	Sunita		Sunita	Sunita			
18	B-1818	Nigade Apeksha Narayan	Apeksha	Apeksha		Apeksha	Apeksha		Apeksha	Apeksha		Apeksha		
19	B-1819	Nikam Akshay Minanath												
20	B-1820	Nikam Rohan Raosaheb	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan		
21	B-1821	Ohal Suvarna Amol	Suvarna		Suvarna	Suvarna	Suvarna	Suvarna	Suvarna		Suvarna	Suvarna		
22	B-1822	Patil Aditya												
23	B-1823	Patil Priyanka Sanjay	Priyanka	Priyanka	Priyanka	Priyanka		Priyanka	Priyanka		Priyanka	Priyanka		
24	B-1824	Patil Swapnil Nivas	Patil	Patil	Patil	Patil	Patil		Patil	Patil		Patil	Patil	
25	B-1825	Patil Vikram Mukund	Patil		Patil	Patil		Patil		Patil	Patil	Patil		
26	B-1826	Pawage Prafulla Narayan	Pawage		Pawage	Pawage		Pawage	Pawage		Pawage	Pawage		
27	B-1827	Pawar Aishwarya Chandrashekhar	Pawar	Pawar	Pawar		Pawar	Pawar	Pawar	Pawar	Pawar			
28	B-1828	Pawar Kanchan Vilas	Pawar	Pawar	Pawar	Pawar	Pawar		Pawar	Pawar	Pawar			



Faculty Signature .....

Sr.No.	Roll No.	Student Name	18/07	25/07	01/08	08/08	22/08	29/08	05/09	12/09	19/09	26/09	Total Lect. Attended	%
29	B-1829	Pawar Shankar Pandurang	Shankar	Shankar	Shankar		Shankar	Shankar	Shankar	Shankar	Shankar			
30	B-1830	Pawar Tejas Namdev	Tejas	Tejas	Tejas	Tejas		Tejas	Tejas	Tejas		Tejas		
31	B-1831	Phalake Sagar Kisan												
32	B-1832	Pitale Sandip Digambar												
33	B-1833	Rathod Sanjay Teju	Rathod	Rathod			Rathod	Rathod	Rathod		Rathod	Rathod		
34	B-1834	Rewanwar Rohit Rajeshwar	RWB	RWB	RWB	RWB	RWB		RWB	RWB	RWB	RWB		
35	B-1835	Sabale Natraj Dhanaji												
36	B-1836	Sahu Ankit Kumar	Ankit	Ankit	Ankit		Ankit	Ankit	Ankit	Ankit	Ankit			
37	B-1837	Sakpal Prathamesh Rajendra												
38	B-1838	Salunkhe Sayali Sharad	Sayali	Sayali	Sayali		Sayali	Sayali	Sayali		Sayali	Sayali		
39	B-1839	Saikh Altab Mahiboob	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh		
40	B-1840	Saikh Nihal Murshid	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh	Saikh		
41	B-1841	Shelar Shweta Eknath	Shweta		Shweta	Shweta		Shweta	Shweta	Shweta	Shweta			
42	B-1842	Sherjale Vaibhav Nana												
43	B-1843	Shetty Arkesh Shivaram												
44	B-1844	Shinde Ramdas Sharad												
45	B-1845	Shinde Shubham Balu	Shinde	Shinde		Shinde	Shinde	Shinde		Shinde	Shinde			
46	B-1846	Shrotri Pallavi Natwarlal	Shrotri	Shrotri	Shrotri	Shrotri	Shrotri		Shrotri	Shrotri		Shrotri		
47	B-1847	Shrotri Sourabh Natwarlal												
48	B-1848	Tarate Sanketa Rajan	Tarate	Tarate	Tarate	Tarate		Tarate	Tarate		Tarate	Tarate		
49	B-1849	Takare Maruti Pandurang												
50	B-1850	Takare Rani Dattatray												
51	B-1851	Tate Vijay Mahadeo												
52	B-1852	Thombare Shubhangi B.	Thombare	Thombare	Thombare	Thombare	Thombare	Thombare	Thombare	Thombare	Thombare	Thombare		
53	B-1853	Thombare Smita Balasaheb	Smita	Smita	Smita	Smita	Smita	Smita	Smita	Smita	Smita	Smita		
54	B-1854	Thopate Suraj Uttamrao												
55	B-1855	Tilkar Reshma Shrikant	Tilkar	Tilkar	Tilkar	Tilkar	Tilkar		Tilkar	Tilkar	Tilkar			
56	B-1856	Torad Mayur Navnath												
57	B-1857	Tupe Ashwini Pramod												
58	B-1858	Waghchaude Pooja Gajanan												
59	B-1859	Walgude Supriya Sonaba												
60	B-1860	Walke Ananda Kundlikrao	Walke	Walke	Walke	Walke	Walke	Walke	Walke	Walke	Walke	Walke		



Faculty Signature .....



**Rajgad Dnyanpeeth's**  
**Rajgau Institute of Management Research and Development**  
**Certification Attendance Sheet (Academic Year:2018-19)**

Class-MBA-I Division: A

Time: 3.30 pm to 5.30 pm

Course Code: I-BECC		Course Name: Business English and Corporate Communication						Total lectures conducted:		Total Lect. Attended	%
Sr. No.	Roll No.	Student Name	03/10	10/10	17/10	24/10	31/10	07/11			
1	A-1801	Aher Suraj Padmakarao	Suraj	Suraj	Suraj	Suraj	Suraj	Suraj			
2	A-1802	Ahire Manasi Chandrashekhar	MS	MS	MS		MS	MS			
3	A-1803	Angarkhe Sachin Bhanudas									
4	A-1804	Aslekar Yogendra Avinash									
5	A-1805	Athawale Akshaykumar M.	Athawale	Athawale	Athawale	Athawale		Athawale			
6	A-1806	Atkari Aniket Tukaram	Atkari	Atkari		Atkari		Atkari			
7	A-1807	Awaghade Sumati Laxman									
8	A-1808	Awale Vyankatesh Shivaji	Awale	Awale	Awale		Awale				
9	A-1809	Badhe Kedar Dattatray	Badhe	Badhe		Badhe		Badhe			
10	A-1810	Bandal Sagar Krishna									
11	A-1811	Bankar Vivekanand Kashinath	Bankar	Bankar	Bankar	Bankar	Bankar	Bankar			
12	A-1812	Bhandirge Aniket Ankush									
13	A-1813	Bhargude Nikita Suresh	NS	NS	NS	NS	NS				
14	A-1814	Bhogavkar Rushikesh Bajarang	Bhogavkar	Bhogavkar	Bhogavkar		Bhogavkar	Bhogavkar			
15	A-1815	Bhole Rohan Balchand	Bhole		Bhole	Bhole	Bhole				
16	A-1816	Bhopale Mahesh Rambhau	MB	MB		MB		MB			
17	A-1817	Bhople Komal Madhukar			KMB	KMB	KMB				
18	A-1818	Bhosale Akshay Shivaji									
19	A-1819	Bhosale Sanghvi Bhagwan	Sylib	Sylib		Sylib	Sylib	Sylib			
20	A-1820	Bhot Hrudaynath Hiranman	Bhot	Bhot	Bhot	Bhot					
21	A-1821	Burujpatte Nikita Balasaheb									
22	A-1822	Chavan Pallavi Rajusing		Chavan		Chavan	Chavan	Chavan			
23	A-1823	Chavan Payal Ashok	Chavan	Chavan	Chavan		Chavan	Chavan			
24	A-1824	Chavan Pooja Prabhakararao	Chavan	Chavan	Chavan		Chavan	Chavan			
25	A-1825	Chavan Rahul Dnyaneshwar		Rahul			Rahul	Rahul			
26	A-1826	Deshmane Mayur Rajendra	DM	DM	DM	DM		DM			
27	A-1827	Deshmukh Anup Nandkumar									
28	A-1828	Deshmukh Rohit	Deshmukh	Deshmukh	Deshmukh		Deshmukh				



Faculty Signature .....

Sr.No.	Roll No.	Student Name	03/10	10/10	17/10	24/10	31/10	07/11					Total Lect. Attended	%
29	A-1829	Deval Hrishikesh Nitin												
30	A-1830	Devgirikar Vikas Ganpat	Vikas	Vikas	Vikas	Vikas	Vikas	Vikas						
31	A-1831	Dhalewadikar Onkar Sudhir												
32	A-1832	Dhuma! Sagar Vilas												
33	A-1833	Gaikwad Ashwini D.												
34	A-1834	Gholap Kajal Janardhan	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal						
35	A-1835	Ghone Manisha Mohan												
36	A-1836	Gohad Prathamesh Prajyot												
37	A-1837	Gole Pratik Bharat		Golep.	X	Golep.	Golep.	Golep.						
38	A-1838	Gondkar Akshay Jitendra	Akshay	Akshay	X	Akshay	Akshay	Akshay						
39	A-1839	Hulge Dattu Vitthal	Dattu	Dattu	Dattu	Dattu	Dattu	Dattu						
40	A-1840	Jadav Vivek												
41	A-1841	Jadhav Vijay Anil	Vijay	Vijay	Vijay	X	Vijay	Vijay						
42	A-1842	Jagdale Supriya Ramchandra												
43	A-1843	Jamale Maruti Dattu	Maruti	Maruti		Maruti	Maruti							
44	A-1844	Kadam Shruti Rajiv	Shruti	Shruti	Shruti	Shruti	Shruti	Shruti						
45	A-1845	Kakade Vishal Jaywant	Vishal	X	Vishal	Vishal	X	Vishal						
46	A-1846	Kale Kashmira Sunil		X			X							
47	A-1847	Kale Sagar Navnath												
48	A-1848	Kamble Audumbar Bhagwat	Audumbar	Audumbar	Audumbar	Audumbar	Audumbar							
49	A-1849	Kamble Sumit												
50	A-1850	Kamble Unnati Arvind												
51	A-1851	Khaladkar Aditi Milind		Aditi	Aditi	Aditi	Aditi	Aditi						
52	A-1852	Khandale Hemant Balasaheb												
53	A-1853	Khandare Simaran Ramakant	Simaran		Simaran	Simaran		Simaran						
54	A-1854	Khedkar Dinesh Madhukar												
55	A-1855	Khirappawar Shubham V.												
56	A-1856	Khutwad Prajakta Pandurang												
57	A-1857	Konde Satyajit Vitthalrao												
58	A-1858	Kore Rahul Dattatrya												
59	A-1859	Kumbhar B. Chandrakant												
60	A-1860	Lonare Suraj Mahadev	Suraj	Suraj		Suraj								



*MSK*

Faculty Signature .....



**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Certification Attendance Sheet (Academic Year:2018-19)**

Class-MBA-I Division: B

Time: 3:30 pm to 5:30 pm

Course Code: I-BECC Course Name: Business English and Corporate Communication

Total lectures conducted:

Sr. No.	Roll No.	Student Name	03/10	10/10	17/10	24/10	31/10	07/11				Total Lect. Attended	%
1	B-1801	Magar Jitendra Rajendra											
2	B-1802	Mahadik Shubham Shashikant	Shubham	Shubham	Shubham		Shubham	Shubham					
3	B-1803	Malawdkar Akash	Akash	Akash	Akash		Akash	Akash					
4	B-1804	Malusare Tushar Dinkar											
5	B-1805	Mane Sagar Shankar	Sagar	Sagar		Sagar	Sagar						
6	B-1806	Manwar Mansi Rameshbhai											
7	B-1807	Mate Digvijay Rajan	Mate	Mate	Mate	Mate							
8	B-1808	Mavchi Manoj Revaji	MM	MM		MM	MM	MM					
9	B-1809	Mhaske Akshay Rambhau	Mhaske	Mhaske		Mhaske		Mhaske					
10	B-1810	Misal Sushant											
11	B-1811	Mohite Amruta Atul	Amolite	Amolite		Amolite	Amolite						
12	B-1812	More Nikhil Bharat		Nikhil	Nikhil		Nikhil	Nikhil					
13	B-1813	Muley Chetan Ghansham	Muley		Muley	Muley		Muley					
14	B-1814	Nagarkar Saurabh Dnyaneshwar											
15	B-1815	Nanaware Chaitrali Shrikant	Nanaware										
16	B-1816	Nandiwale Maruti Vyankappa	Nandiwale	Nandiwale		Nandiwale		Nandiwale					
17	B-1817	Naykude Sunita Subhash	AS	AS	AS		AS	Naykude					
18	B-1818	Nigade Apeksha Narayan	Apeksha	Apeksha		Apeksha	Apeksha	Apeksha					
19	B-1819	Nikam Akshay Minanath											
20	B-1820	Nikam Rohan Raosaheb	Rohan	Rohan	Rohan	Rohan	Rohan	Rohan					
21	B-1821	Ohal Suvarna Amol		Suvarna	Suvarna	Suvarna		Suvarna					
22	B-1822	Patil Aditya											
23	B-1823	Patil Priyanka Sanjay	Priyanka		Priyanka		Priyanka	Priyanka					
24	B-1824	Patil Swapnil Nivas	Patil	Patil			Patil	Patil					
25	B-1825	Patil Vikram Mukund		Patil	Patil								
26	B-1826	Pawage Prafulla Narayan	Pawage	Pawage	Pawage		Pawage						
27	B-1827	Pawar Aishwarya Chandrashekhar	Pawar	Pawar		Pawar		Pawar					
28	B-1828	Pawar Kanchan Vilas	Pawar	Pawar	Pawar		Pawar						



Faculty Signature .....

Sr.No.	Roll No.	Student Name	03/10	10/10	17/10	24/10	31/10	07/11					Total Lect. Attended	%
29	B-1829	Pawar Shankar Pandurang	Shankar	Shankar	Shankar		Shankar							
30	B-1830	Pawar Tejas Namdev	Tejas	Tejas		Tejas		Tejas						
31	B-1831	Phalake Sagar Kisan				Sagar		Sagar						
32	B-1832	Pitale Sandip Digambar												
33	B-1833	Rathod Sanjay Teju	Sanjay	Sanjay	Sanjay			Sanjay						
34	B-1834	Rewanwar Rohit Rajeshwar	Rohit	Rohit	Rohit	Rohit	Rohit							
35	B-1835	Sabale Natraj Dhanaji												
36	B-1836	Sahu Ankit Kumar	Ankit	Ankit			Ankit							
37	B-1837	Sakpal Prathamesh Rajendra												
38	B-1838	Salunkhe Sayali Sharad	Sayali	Sayali	Sayali		Sayali	Sayali						
39	B-1839	Shaikh Altab Mahiboob	Altab	Altab	Altab	Altab	Altab	Altab						
40	B-1840	Shaikh Nihal Murshid	Nihal	Nihal	Nihal	Nihal	Nihal	Nihal						
41	B-1841	Shelar Shweta Eknath	Shweta	Shweta	Shweta		Shweta							
42	B-1842	Sherjale Vaibhav Nana												
43	B-1843	Shetty Arkesh Shivaram												
44	B-1844	Shinde Ramdas Sharad												
45	B-1845	Shinde Shubham Balu	Shubham	Shubham	Shubham		Shubham							
46	B-1846	Shrotri Pallavi Natwarlal	Pallavi		Pallavi	Pallavi		Pallavi						
47	B-1847	Shrotri Sourabh Natwarlal												
48	B-1848	Tarate Sanketa Rajan	Sanketa	Sanketa		Sanketa	Sanketa	Sanketa						
49	B-1849	Thakare Maruti Pandurang												
50	B-1850	Thakare Rani Dattatray												
51	B-1851	Thite Vijay Mahadeo												
52	B-1852	Thombare Shubhangi B.	Shubhangi	Shubhangi	Shubhangi	Shubhangi	Shubhangi	Shubhangi						
53	B-1853	Thombare Smita Balasaheb	Smita	Smita	Smita	Smita		Smita						
54	B-1854	Thopate Suraj Uttamrao												
55	B-1855	Tilekar Reshma Shrikant	Reshma	Reshma		Reshma		Reshma						
56	B-1856	Torad Mayur Navnath												
57	B-1857	Tupe Ashwini Pramod												
58	B-1858	Waghchaude Pooja Gajanan												
59	B-1859	Walgude Supriya Sonaba												
60	B-1860	Walke Ananda Kundlikrao	Ananda	Ananda	Ananda	Ananda	Ananda	Ananda						



Faculty Signature M. B. K.





RAJGAD INSTITUTE OF MANAGEMENT  
RESEARCH & DEVELOPMENT, PUNE - 43

CERTIFICATE OF APPRECIATION

This is to certify that

*Ms. Sunit Naykude*

has successfully completed the course of

***Business English & Corporate Communication.***

This course was completed on **7 / 11 / 2018**

*M. Patil*

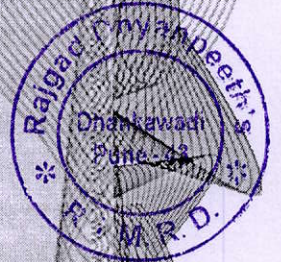
**Mahesh Patil**

Patil's Learning English



*D. B. Bharati*  
**Dr. D. B. Bharati**

Director, RIMRD



*D. B. Bharati*

**Dr. D. B. Bharati**  
Director

Rajgad Dnyanubeeh's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43



RAJGAD INSTITUTE OF MANAGEMENT  
RESEARCH & DEVELOPMENT, PUNE - 43

## CERTIFICATE OF APPRECIATION

This is to certify that

*Ms. Payal A Chavan*

has successfully completed the course of  
***Business English & Corporate Communication.***

This course was completed on **7 / 11 / 2018**

*M. Patil*

Mahesh Patil

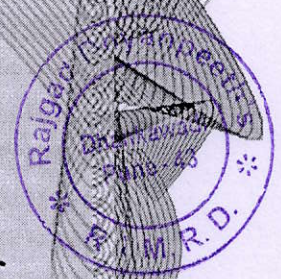
Patil's Learning English



*D. B. Bharati*

Dr. D. B. Bharati

Director, RIMRD



*D. B. Bharati*  
**Dr. D. B. Bharati**  
Director

Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43



Rajgad Dnyanpeeth's

**Rajgad Institute of Management Research &  
Development, Pune-43**

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to  
Savitribai Phule Pune University

**Notice**

Date: 16/06/2017

All the MBA – I year students are hereby informed that, Institute has organize 'certification course of 'Business English and Corporate Communication' to improve the communication skills of students.

The sessions for the same will be held from 21-06-2017 onwards every Wednesday in certification slot.

**Ms. Roshna Jaid  
Coordinator**

**Mr. Rohan Dahivale  
HOD/ IQAC Coordinator**

**Dr. D. B. Bharati  
Director**

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Rajgad Dnyanpeeth's

## Rajgad Institute of Management Research & Development, Pune-43

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule Pune University

### A.Y. 2017-18 Certification Course

<b>Course:</b>	Business English and Corporate Communication
<b>Course Code:</b>	I-BECC
<b>Course Type:</b>	Certification Course
<b>Contact Hours:</b>	32 hours

#### Course Objective:

- To develop the oral and written language skills of the students.
- To improve both student's ability to communicate and linguistic competence in language.

#### Outcome of the certification course:

- Students will communicate efficiently in business-oriented situations
- Students will be able to face interviews confidently.

#### Syllabus:

Unit	Topic	Sub-points
Unit: 1	Introductions	<ul style="list-style-type: none"><li>• Introduction to communication</li><li>• Building Powerful Vocabulary</li><li>• Learning sentence construction with grammar</li></ul>
Unit: 2	Meetings	<ul style="list-style-type: none"><li>• Chairing, setting the agenda, controlling the conversation</li><li>• Participating, turn-taking, listening and taking notes</li><li>• Being diplomatic, agreeing and disagreeing</li><li>• Minutes writing</li></ul>
Unit: 3	Business Writing	<ul style="list-style-type: none"><li>• Emails drafting</li><li>• Types of letters</li><li>• Corporate (Formal) Letter writing</li><li>• Types of application writing</li><li>• Report writing</li></ul>
Unit: 4	Telephoning	<ul style="list-style-type: none"><li>• Telephonic communication at office, Meetings, etc</li><li>• Checking &amp; clarifying information</li><li>• Listening to different accents, intonation</li><li>• Negotiation</li></ul>
Unit: 5	Making Presentations	<ul style="list-style-type: none"><li>• Introducing a topic effectively</li><li>• Linking and sequencing ideas, Concluding(GD)</li><li>• Concluding, Concluding (Presentations)</li></ul>

		<ul style="list-style-type: none"> <li>• Responding to questions</li> </ul>
<b>Unit: 6</b>	<b>Interview Skills</b>	<ul style="list-style-type: none"> <li>• Resume writing.</li> <li>• Job Interview-question and answers.</li> <li>• Group Discussions</li> <li>• Mock sessions of Interview</li> </ul>

*Roshna Jaid*

**Ms. Roshna Jaid**  
Coordinator

*Rohan Dahivale*

**Mr. Rohan Dahivale**  
HOD/ IQAC Coordinator

*D. B. Bharati*

**Dr. D. B. Bharati**  
Director

Director  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43





Rajgad Dnyanpeeth's

## Rajgad Institute of Management Research & Development, Pune-43

Approved by AICTE, Recognized by DTE (Govt. of Maharashtra), Affiliated to Savitribai Phule Pune University

MBA: A.Y. 2017 -18

### Certification Session Plan

<b>Course:</b> Business English and Corporate Communication	<b>Course Code:</b> I-BECC
<b>Course Type:</b> Certification Course	<b>Contact Hours:</b> 32 hours
<b>Resource Person:</b> Mr. Mahesh Patil	<b>Faculty:</b> Ms. Roshna Jaid

### Session Plan

Sr. no.	No. of Hours	Planned Topics	Tools Used	Date	Signature
<b>Unit- 1- Introductions to language</b>					
1	1	Introduction to communication	PPT	21/6/17	M Patil
2	1	Building Powerful Vocabulary	PPT, White Board, Marker		
3	1	Learning sentence construction with grammar	PPT, You-tube Video	28/6/17	M Patil
4,5	2	Learning sentence construction with grammar	White Board, Marker, You-tube Video	28/6/17 5/7/17	M Patil
<b>Unit: 2 – Business Meetings</b>					
6	1	Chairing, setting the agenda	PPT	5/7/17	M Patil
7	1	controlling the conversation	PPT White Board, Marker	12/7/17	M Patil
8	1	Participating, turn-taking	White Board, You-tube Video Marker		
9	1	listening and taking notes	PPT	19/7/17	M Patil
10	1	Being diplomatic	PPT White Board, Marker		
11	1	Agreeing and disagreeing	White Board, Marker	26/7/17	M Patil
12, 13	2	Minutes writing	PPT White Board, Marker		
<b>Unit: 3 - Business Writing</b>					
14	1	Email Writing	PPT	2/8/17	M Patil
15	1	Types of letters	PPT, You-tube Video		
16	1	Corporate (Formal) Letter	White Board,	9/8/17	M Patil

		writing	Marker		
17	1	Types of application writing	PPT, White Board, Marker	} 16/8/17	<u>M Patel</u>
18	1	Report writing	White Board, Marker		
<b>Unit: 4 - Telephoning</b>					
19	1	Telephonic communication at office, Meetings, etc Checking & clarifying information	PPT, You-tube Video	} 23/8/17	<u>M Patel</u>
20	1	Listening to different accents, intonation	PPT White Board, Marker		
21	1	Mock Telephonic conversation	Discussion	} 30/8/17	<u>M Patel</u>
22	1	Negotiation	White Board, Marker		
<b>Unit: 5 - GD's &amp; Presentations</b>					
23	1	Introducing a topic effectively	PPT White Board, Marker	} 6/9/17	<u>M Patel</u>
24,25	1	Linking and sequencing ideas, Concluding(GD)	PPT White Board, Marker, You-tube Video		
25	1	Linking and sequencing ideas, Concluding (Presentations)	White Board, Marker, You-tube Video	} 13/9/17	<u>M Patel</u>
26	1	Responding to questions	White Board, Marker, You-tube Video		
<b>Unit: 5 - Interview Skills</b>					
27	1	Resume writing.	PPT	} 20/9/17	<u>R Shikole</u>
28	1	Job Interview-question and answers.	PPT, You-tube Video		
29, 30	2	Group Discussions	GD, Discussion	27/9/17	<u>M Patel</u>
31, 32	2	Mock sessions of Interview	PPT White Board, Marker	4/10/17	<u>R Shikole</u>

R Shikole

**Ms. Roshna Jaid**  
Coordinator

Rohan Dahivale

**Mr. Rohan Dahivale**  
HOD/ IQAC Coordinator

D. B. Bharati

**Dr. D. B. Bharati**  
Director

**Director**  
Rajgad Dnyanpeeth's  
Rajgad Institute of Management  
Research and Development  
Dhankawadi, Pune - 43



**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Attendance Sheet -Academic Year: (2017-18)**

Time: 3:30 pm to 5:30 pm

Class-MBA-I (2017)

Sem-I/II

Division: A

Course Code: I-BECC Course Name: Business English & Corporate Comm<sup>n</sup> Total lectures conducted: 24

Sr. No.	Roll No.	Student Name	21/6	28/6	5/7	12/7	19/7	26/7	2/8	9/8	16/8	23/8	30/8	6/9	Total Lec Attended	%
1	A-1701	Aher Viren Vilas	Aher	Aher	Aher		Aher	Aher	Aher		Aher	Aher	Aher	Aher	20	
2	A-1702	Ajabe Pravin Bhagwatrao	Pravin	Pravin		Pravin		Pravin	Pravin	Pravin	Pravin		Pravin	Pravin	18	
3	A-1703	Andhare Rohit Dattatraya														
4	A-1704	Bachchhav Vaishali Ramesh														
5	A-1705	Bathe Nikita Ramdas	NBath		NBath	NBath	NBath		NBath	NBath		NBath	NBath	NBath	18	
6	A-1706	Bendgude Shubham Mahadev														
7	A-1707	Bhonjal Abhishek Ajay	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	Abhishek	21	
8	A-1708	Bhosale Sushant Gulab														
9	A-1709	Bhosale Sushmita Dinesh	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	Bhosale	20	
10	A-1710	Biradar Pandurang Shivajirao														
11	A-1711	Chaudhari Sonali Dilip														
12	A-1712	Chaugule Shweta Pramod	SChaugule	SChaugule		SChaugule		SChaugule	SChaugule	SChaugule	SChaugule	SChaugule	SChaugule	SChaugule	18	
13	A-1713	Chavan Shubham Madhukar	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	Chavan	24	
14	A-1714	Chinchkar Prashant Madhukar														
15	A-1715	Dalvi Seema Laxman														
16	A-1716	Desai Pruthviraj Suresh														
17	A-1717	Deshmukh Pranali Sanjay	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	Pranali	22	
18	A-1718	Deshpande Bhagyashree	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	D.B.	24	
19	A-1719	Dhamale Aditya Ravindra	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	Dhamale	22	
20	A-1720	Dhamane Rahul Sudhakar														
21	A-1721	Doke Tanaji Dnyanoba	Doke	Doke	Doke	Doke	Doke	Doke	Doke	Doke	Doke	Doke	Doke	Doke	20	
22	A-1722	Doshi Shubham Vishnu	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	Doshi	22	
23	A-1723	Dudhane Shamal Vilas														
24	A-1724	Gaikwad Aishwarya Ashok	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	GAIKWAD	18	
25	A-1725	Gaikwad Suvarna Anilrao	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	Gaikwad	22	
26	A-1726	Gavit Sanjivani Dilip	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	Gavit	20	
27	A-1727	Gawade Puja Ramakant	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	Gawade	22	



*[Handwritten Signature]*

Coordinator Signature:



**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Attendance Sheet -Academic Year: (2017-18)**

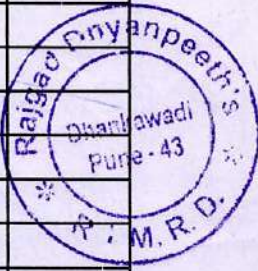
Class-MBA-I

Sem-I/II

Division: A

Course Code: I-BECC Course Name: Business English & Corporate Communication Total lectures conducted: 24

Sr. No.	Roll No.	Student Name	21/6	28/6	5/7	12/7	19/7	26/7	2/8	9/8	16/8	23/8	30/8	6/9	Total Lec Attended	%
28	A-1728	Gaykawad Kapil Wasudeo														
29	A-1729	Ghone Prajakta Pradip	<del>Prajak</del>	<del>Prajak</del>	<del>Prajak</del>		<del>Prajak</del>	<del>Prajak</del>	<del>Prajak</del>	<del>Prajak</del>		<del>Prajak</del>	<del>Prajak</del>	<del>Prajak</del>	20	
30	A-1730	Gore Lahu Bibhishan														
31	A-1731	Govilkar Akshay Prabhakar														
32	A-1732	Ingole Yogiraj Manikrao														
33	A-1733	Jadhav Yogesh Laxman	<del>Ganesh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	<del>Jadh</del>	22	
34	A-1734	Jagtap Hrishikesh Ashok	<del>Jagtap</del>	<del>Jagtap</del>		<del>Jagtap</del>	<del>Jagtap</del>			<del>Jagtap</del>		<del>Jagtap</del>		<del>Jagtap</del>	14	
35	A-1735	Jagtap Piyush Ravindra														
36	A-1736	Jagtap Sayali Ramchandra	<del>Sayali</del>	<del>Sayali</del>	<del>Sayali</del>		<del>Sayali</del>	<del>Sayali</del>	<del>Sayali</del>		<del>Sayali</del>	<del>Sayali</del>	<del>Sayali</del>	<del>Sayali</del>	20	
37	A-1737	Jangir Ravi Kanhayalal														
38	A-1738	Jogendra Vishwakarma P.	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>		<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	<del>Jog</del>	22	
39	A-1739	Kadam Tanuja Suresh														
40	A-1740	Kakade Dinesh Prakash														
41	A-1741	Kakade Gauri Sudhir	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>	<del>Gauri</del>		<del>Gauri</del>		<del>Gauri</del>	20	
42	A-1742	Kakade Madhuri Shivaji	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>		<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>		<del>KS</del>	20	
43	A-1743	Kale Priyanka Shivaji														
44	A-1744	Kamble Shweta Ramesh														
45	A-1745	Katti Soumya Pramod	<del>Soumya</del>		<del>Soumya</del>	<del>Soumya</del>	<del>Soumya</del>	<del>Soumya</del>	<del>Soumya</del>	<del>Soumya</del>		<del>Soumya</del>		<del>Soumya</del>	18	
46	A-1746	Kelam Bhupendra Kumar S.	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>		<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	<del>Kelam</del>	20	
47	A-1747	Kharde Hemant Gulabsing	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	<del>Kharde</del>	18	
48	A-1748	Kokare Rutuja Sanjay	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	<del>KS</del>	22	
49	A-1749	Kokate Vikrant Vishwanath	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	<del>Kokate</del>	18	
50	A-1750	Kulkarni Niranjan Deepak	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	<del>Kulk</del>	22	
51	A-1751	Kumawat Kedar Ganesh														
52	A-1752	Lokare Ujawala Namdev	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>		<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	<del>Lok</del>	11	
53	A-1753	Lokhande Pooja Tukaram														
54	A-1754	Magdum Shivraj Mahadev														



Coordinator Signature: \_\_\_\_\_

*(Handwritten Signature)*

①

**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Attendance Sheet -Academic Year: (2017-18)**

Time : 3.30pm to 5.30 pm

Class-MBA-I (2017)

Sem-I/II

Division: B

Course Code: I-BECC Course Name: Business English & Corporate Community Total lectures conducted: 24

Sr. No.	Roll No.	Student Name	21/6	28/6	5/7	12/7	19/7	26/7	2/8	9/8	16/8	23/8	30/8/9	Total Lec Attended	%
1	B-1701	Mahurkar Archana M.	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	Archana	18	
2	B-1702	Mane Nitinkumar Gulab	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	20	
3	B-1703	Maskevinod Ganesh													
4	B-1704	Mohite Supriya Tanaji	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	Mohite	16	
5	B-1705	More Shradha Sanjay	SM	SM	SM	SM	SM	SM	SM	SM	SM	SM	SM	20	
6	B-1706	Mule Priyanka Dinkar	Mule	Mule	Mule	Mule	Mule	Mule	Mule	Mule	Mule	Mule	Mule	16	
7	B-1707	Nair Smitha Manoj	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	18	
8	B-1708	Nanavare Nilesh Bandu	NB	NB	NB	NB	NB	NB	NB	NB	NB	NB	NB	22	
9	B-1709	Nawasagare Dhanashri M.													
10	B-1710	Nigade Rutuja Sahebrao	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	RS	18	
11	B-1711	Nikalje Ajay Sopan													
12	B-1712	Nikam Vivekkumar Ramesh													
13	B-1713	Pathan Mohasin Sher Khan	MP	MP	MP	MP	MP	MP	MP	MP	MP	MP	MP		
14	B-1714	Patil Ganesh Madhav	GP	GP	GP	GP	GP	GP	GP	GP	GP	GP	GP	18	
15	B-1715	Patil Geeta Milind	PG	PG	PG	PG	PG	PG	PG	PG	PG	PG	PG	18	
16	B-1716	Patil Leena Sudhir	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	PL	16	
17	B-1717	Patil Lokesh Keshav													
18	B-1718	Patil Snehal Nivas	SN	SN	SN	SN	SN	SN	SN	SN	SN	SN	SN	18	
19	B-1719	Patil Viraj Pruthviraj	VP	VP	VP	VP	VP	VP	VP	VP	VP	VP	VP	14	
20	B-1720	Pawar Niranjana Suresh	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	NP	20	
21	B-1721	Pawar Sayali Dnyandeo	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	PS	22	
22	B-1722	Pawar Vikrant Sunil													
23	B-1723	Pol Kalpit Laxman	KP	KP	KP	KP	KP	KP	KP	KP	KP	KP	KP	18	
24	B-1724	Pounikar Payal Ramesh	PP	PP	PP	PP	PP	PP	PP	PP	PP	PP	PP	20	
25	B-1725	Rajput Radhika Ragunathsing													
26	B-1726	Rawal Rupa Manoj	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	RR	20	



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Coordinator Signature:

**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Attendance Sheet - Academic Year: (2017-18)**

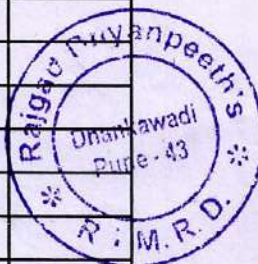
Class-MBA-I

Sem-I/II

Division: B

Course Code: I-BECC Course Name: Business English & Corporate Communication

Sr. No.	Roll No.	Student Name	21/6	28/6	5/7	12/7	19/7	26/7	2/8	9/8	16/8	23/8	30/8	6/9	Total Lec Attended	%
27	B-1727	Salunke Priya Mahadev	Biya	Biya	Biya	Biya	Biya		Biya		Biya	Biya		Biya	18	
28	B-1728	Salunkhe Sarthak Sahebrao														
29	B-1729	Salunkhe Sonali Vishnu														
30	B-1730	Sapte Komal Raghunath	Skand	Skand	Skand		Skand	Skand	Skand		Skand		Skand	Skand	18	
31	B-1731	Sarpale Sonali Bapu														
32	B-1732	Sawale Shweta	Shweta	Shweta	Shweta		Shweta		Shweta	Shweta		Shweta	Shweta	Shweta	18	
33	B-1733	Sawant Paresh Devidas														
34	B-1734	Shah Gaurav Kumarpal														
35	B-1735	Shedage Prajakta Sadashiv	SPS		SPS	SPS	SPS	SPS		SPS		SPS	SPS	SPS	16	
36	B-1736	Shegokar Harsha Keshav	Harsha	Harsha	Harsha	Harsha			Harsha	Harsha	Harsha		Harsha	Harsha	18	
37	B-1737	Shelar Akash Sandeep														
38	B-1738	Shete Sayali Dnyaneshwar														
39	B-1739	Shinde Akshay Nandkumar	Shinde	Shinde	Shinde	Shinde		Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	18	
40	B-1740	Shinde Akshay Sunil	Shinde	Shinde	Shinde	Shinde		Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	Shinde	20	
41	B-1741	Shinde Ashwini Girish	Shinde		Shinde		Shinde	Shinde		Shinde		Shinde	Shinde	Shinde	14	
42	B-1742	Shinde Kalyani Prakash														
43	B-1743	Shinde Priyanka Vilas														
44	B-1744	Shinde Shrutika Bharat														
45	B-1745	Supekar Chetan Suresh	CS	CS	CS	CS	CS	CS	CS	CS	CS	CS	CS	CS	24	
46	B-1746	Veer Akash Bajirao	VB	VB	VB	VB	VB	VB	VB	VB	VB	VB	VB	VB	22	
47	B-1747	Wagh Rahul Nagnath	WR	WR	WR	WR	WR	WR	WR	WR	WR	WR	WR	WR	20	
48	B-1748	Waghmare Nilesh Sheshrao	WB	WB	WB	WB	WB	WB	WB	WB	WB	WB	WB	WB	22	
49	B-1749	Walunj Anantha Vitthal	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	22	
50	B-1750	Yengul Nitin Tirupati	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	Nitin	24	
51	B-1751	Yusuf Patel Rashid														
52	B-1752	Zanje Vijay Tanaji														
53	B-1753	Zingade Vaibhav Dattatray	ZV	ZV	ZV	ZV	ZV	ZV	ZV	ZV	ZV	ZV	ZV	ZV	22	



Coordinator Signature: \_\_\_\_\_

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Rajgad Dnyanpeeth's  
Rajgad Institute of Management Research and Development  
Attendance Sheet -Academic Year: (2017-18)

Time: 3.30pm to 5.30pm

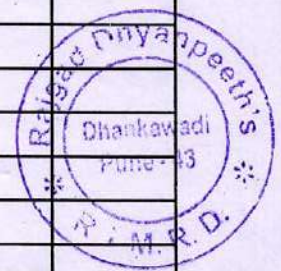
Class-MBA-I (2017)

Sem-I/II

Division: A

Course Code: J-Becc Course Name: Business English & Corporate Comm<sup>n</sup> Total lectures conducted: 8

Sr. No.	Roll No.	Student Name	13/9	20/9	27/9	4/10									Total Lec Attended	%
1	A-1701	Aher Viren Vilas	Aher		Aher	Aher									6	
2	A-1702	Ajabe Pravin Bhagwatrao	Ajabe	Ajabe		Ajabe									6	
3	A-1703	Andhare Rohit Dattatraya														
4	A-1704	Bachchhav Vaishali Ramesh													6	
5	A-1705	Bathe Nikita Ramdas	Bathe	Bathe	Bathe											
6	A-1706	Bendgude Shubham Mahadev													8	
7	A-1707	Bhonjal Abhishek Ajay	Bhonjal	Bhonjal	Bhonjal											
8	A-1708	Bhosale Sushant Gulab													0	
9	A-1709	Bhosale Sushmita Dinesh	Bhosale	Bhosale	Bhosale										6	
10	A-1710	Biradar Pandurang Shivajirao														
11	A-1711	Chaudhari Sonali Dilip														
12	A-1712	Chaugule Shweta Pramod	S.P.		S.P.	S.P.									6	
13	A-1713	Chavan Shubham Madhukar	Chm	Chm	Chm										6	
14	A-1714	Chinchkar Prashant Madhukar														
15	A-1715	Dalvi Seema Laxman														
16	A-1716	Desai Pruthviraj Suresh														
17	A-1717	Deshmukh Pranali Sanjay	P.S.	P.S.	P.S.										6	
18	A-1718	Deshpande Bhagyashree	D.B.		D.B.	D.B.									6	
19	A-1719	Dhamale Aditya Ravindra	Dham	Dham	Dham	Dham									8	
20	A-1720	Dhamane Rahul Sudhakar														
21	A-1721	Doke Tanaji Dnyanoba	Doke	Doke	Doke										6	
22	A-1722	Doshi Shubham Vishnu	Doshi	Doshi	Doshi										6	
23	A-1723	Dudhane Shamal Vilas														
24	A-1724	Gaikwad Aishwarya Ashok	AA	AA	AA										6	
25	A-1725	Gaikwad Suvarna Anilrao	Gau	Gau	Gau										6	
26	A-1726	Gavit Sanjivani Dilip	Gavit	Gavit	Gavit	Gavit									8	
27	A-1727	Gawade Puja Ramakant	G	G	G										6	



Coordinator Signature:

*[Handwritten Signature]*

**Rajgad Dnyanpeeth's**  
**Rajgad Institute of Management Research and Development**  
**Attendance Sheet -Academic Year: (2017-18)**

Class-MBA-I

Sem-I/II


Division: A

Course Code: I-BECC Course Name: Business English & Corporate Commn?

Total lectures conducted: 8

Sr. No.	Roll No.	Student Name	13/9	20/9	27/9	4/10								Total Lec Attended	%
28	A-1728	Gaykawad Kapil Wasudeo													
29	A-1729	Ghone Prajakta Pradip	<u>Prajakta</u>		<u>Prajakta</u>									4	
30	A-1730	Gore Lahu Bibhishan													
31	A-1731	Govilkar Akshay Prabhakar													
32	A-1732	Ingole Yogiraj Manikrao													
33	A-1733	Jadhav Yogesh Laxman	<u>Yogesh</u>		<u>Yogesh</u>	<u>Yogesh</u>								4	
34	A-1734	Jagtap Hrishikesh Ashok	<u>Jagtap</u>	<u>Jagtap</u>	<u>Jagtap</u>	<u>Jagtap</u>								8	
35	A-1735	Jagtap Piyush Ravindra													
36	A-1736	Jagtap Sayali Ramchandra	<u>Sayali</u>		<u>Sayali</u>									4	
37	A-1737	Jangir Ravi Kanhayalal													
38	A-1738	Jogendra Vishwakarma P.	<u>JV</u>	<u>JV</u>	<u>JV</u>	<u>JV</u>								4	
39	A-1739	Kadam Tanuja Suresh													
40	A-1740	Kakade Dinesh Prakash													
41	A-1741	Kakade Gauri Sudhir		<u>Gauri</u>	<u>Gauri</u>									4	
42	A-1742	Kakade Madhuri Shivaji	<u>KS</u>	<u>KS</u>	<u>KS</u>	<u>KS</u>								8	
43	A-1743	Kale Priyanka Shivaji													
44	A-1744	Kamble Shweta Ramesh													
45	A-1745	Katti Soumya Pramod	<u>Fatti</u>	<u>Fatti</u>	<u>Fatti</u>									6	
46	A-1746	Kelam Bhupendra Kumar S.	<u>Kelam</u>	<u>Kelam</u>	<u>Kelam</u>									6	
47	A-1747	Kharde Hemant Gulabsing	<u>Kharde</u>		<u>Kharde</u>									4	
48	A-1748	Kokare Rutuja Sanjay	<u>KS</u>	<u>KS</u>	<u>KS</u>	<u>KS</u>								6	
49	A-1749	Kokate Vikrant Vishwanath	<u>Kokate</u>		<u>Kokate</u>	<u>Kokate</u>								6	
50	A-1750	Kulkarni Niranjan Deepak	<u>Kulkarni</u>	<u>Kulkarni</u>	<u>Kulkarni</u>	<u>Kulkarni</u>									
51	A-1751	Kumawat Kedar Ganesh													
52	A-1752	Lokare Ujawala Namdev	<u>Lokare</u>	<u>Lokare</u>		<u>Lokare</u>									
53	A-1753	Lokhande Pooja Tukaram													
54	A-1754	Magdum Shivraj Mahadev													



Coordinator Signature: 

Rajgad Dnyanpeeth's  
Rajgad Institute of Management Research and Development  
Attendance Sheet -Academic Year: (2017-18)

Time: 3:30pm to 5:30pm

Class-MBA-I (2017)

Sem-I/II

Division: B

Course Code: J-BECC

Course Name: Business English & Corporate Comm

Total lectures conducted: 8

Sr. No.	Roll No.	Student Name	13/9	20/9	28/9	4/10								Total Lec Attended	%
1	B-1701	Mahurkar Archana M.	Archana	Archana	Archana									6	
2	B-1702	Mane Nitinkumar Gulab	MG	MG	MG	MG								8	
3	B-1703	Maskevinod Ganesh													
4	B-1704	Mohite Supriya Tanaji	Mohite		Mohite	Mohite								6	
5	B-1705	More Shradha Sanjay	SM	SM		SM								6	
6	B-1706	Mule Priyanka Dinkar		Mule	Mule									4	
7	B-1707	Nair Smitha Manoj	NS	NS	NS									6	
8	B-1708	Nanavare Nilesh Bandu		Banve										2	
9	B-1709	Nawasagare Dhanashri M.													
10	B-1710	Nigade Rutuja Sahebrao		NRS	NRS									4	
11	B-1711	Nikalje Ajay Sopan													
12	B-1712	Nikam Vivekkumar Ramesh													
13	B-1713	Pathan Mohasin Sher Khan	Pathan	Pathan	Pathan	Pathan									
14	B-1714	Patil Ganesh Madhav		GM										2	
15	B-1715	Patil Geeta Milind	Patil	Patil	Patil									6	
16	B-1716	Patil Leena Sudhir	PL		PL	PL								6	
17	B-1717	Patil Lokesh Keshav													
18	B-1718	Patil Snehal Nivas	Snehal	Snehal	Snehal									6	
19	B-1719	Patil Viraj Pruthviraj			Viraj	Viraj								2	
20	B-1720	Pawar Niranjan Suresh	NP	NP	NP									6	
21	B-1721	Pawar Sayali Dnyandeo	PS		PS	PS								6	
22	B-1722	Pawar Vikrant Sunil													
23	B-1723	Pol Kalpit Laxman	KPT	KPT		KPT								6	
24	B-1724	Pounikar Payal Ramesh	Payal		Payal	Payal								6	
25	B-1725	Rajput Radhika Ragunathsing													
26	B-1726	Rawal Rupa Manoj	Rawal	Rawal	Rawal									6	



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Coordinator Signature:



RAJGAD INSTITUTE OF MANAGEMENT  
RESEARCH & DEVELOPMENT, PUNE - 43

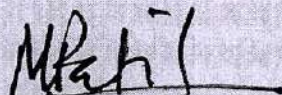
## CERTIFICATE OF APPRECIATION

This is to certify that

Ms. Snehal Patil

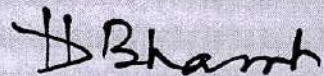
has successfully completed the course of  
***Business English & Corporate Communication.***

This course was completed on **4/10 / 2017**

  
Mahesh Patil

Patil's Learning English



  
Dr. D. B. Bharati

Director, RIMRD

  
**Dr. D. B. Bharati**  
Director

Rajgad Dnyanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43





RAJGAD INSTITUTE OF MANAGEMENT  
RESEARCH & DEVELOPMENT, PUNE - 43

CERTIFICATE OF APPRECIATION

This is to certify that

Ms. Prajakta Ghone

has successfully completed the course of  
*Business English & Corporate Communication.*

This course was completed on 4/10/2017

M. Patil  
Mahesh Patil

Patil's Learning English



D. B. Bharati  
Dr. D. B. Bharati

Director, RIMRD



D. B. Bharati  
Dr. D. B. Bharati  
Director

Rajgad Dayanpeeth's  
Rajgad Institute Of Management  
Research And Development  
Dhankawadi, Pune- 43