

# DAYANANDASAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

ShavigeMallechwara Hills, Kaumarswamy Layout, Bangalore-560082

Internal Quality Assurance Cell (IQAC) Cell

Placement Cell (Gamy)& Soft Skills Cell (Prashikshan)- "Resume Writing"

## Resume Writing

Department: MCA IV Sem

Date: 16/06/2020

Sl. No.	Particulars	Event related Details			
1.	Event*	Pre-Placement and Soft Skills Activity			
2.	Title of the Event	"Resume Writing "			
3.	Date	16/06/2020			
4.	Time	10.00 A.M. – 11.00 A.M			
5.	Venue	Online Using Zoom App			
6.	Resource Person 1 Details** (Profile to be enclosed)	Prof. Srivatsala V.			
7.	Topics Covered	NA			
8.	Resource Person 2 Details** (Profile to be enclosed)	NA			
9.	Topics Covered	NA			
10.	No. Faculty Participants(Enclose a copy of names with signatures)	Internal:		External:	NA
11.	No. Student Participants (Enclose a copy of names with signatures)	Internal:	38	External:	NA
12.	Faculty Coordinator/s	Full Name: Prof. Srivatsala V Designation: Assistant Professor Department: Department of Computer Applications-MCA			
13.	Student Coordinator/s	Full Name: Ms.BhavyaShree ,Mr.Sathyanarayana, Ms.Ashwini A M Register No:18CQSAC003, 18CQSAC011, 19CQSLC006 Course, Semester & Section: MCA IV Sem, MCA IV Sem , MCA IV Sem			
14.	Total Expenditure (Details to be enclosed)	NIL			
15.	Sponsors and Amount (if any)	NA			
16.	Agenda of the Event (Enclose a copy)	Resume Preparation			

Sl. No.	Particulars	Event related Details
		<p><b>Dos and Don'ts of Resume Preparation</b></p> <p><b>CV Vs Resume</b></p> <p><b>Sample Resume</b></p> <p><b>Q and A Session</b></p> <p><b>Feedback</b></p>
17.	Report uploaded on college website? If yes, give details:	NO
18.	Report sent to media? If yes, give details:	NO
19.	Report uploaded in Social Media? If yes, give details:	NO
20.	Certificates Printed? (Enclose a copy***)	NO
21.	Feedback Collected? (Enclose a copy***)	NO
22.	Attendance Sheet Attached? #	YES
23.	Summary of the Event (Minimum 100 words)	<p>Prof Srivatsala conducted an online session for the students of MCA IV Sem in the topic of "Resume Writing". The students were appraised of the dos and don'ts' of "Resume Writing". Difference between Resume and CV was explained. The session was conducted online using Zoom App. There was a sample Resume format shown and explained to the students. This exercise was necessary for the students as pre placement activity and soft skills activity, as the students were having lot of doubts in resume preparation. Many students had asked doubts about the references to be given. Also they were given suggestions about what to include and what not to include in the resume. The students of MCA IV Sem are about to face the campus placements in August 2020 so it was long awaiting activity. Good response from the students who attended the activity. They were told to prepare the Resume and mail it to the faculty coordinator for checking. Feedback was also taken about the session.</p>

Sl. No.	Particulars	Event related Details
24.	Photographs of the Event (At least 10 relevant, clear, and appropriate photos with title and explanation. The jpg files need to be attached)	Enclosed Below

**Notes:**

\* Seminar / Workshop / Symposium / Conference / Cultural Fest / Quiz / Sports / Literature Fest, etc.

\*\* Name / Organization / Designation / Area of Expertise

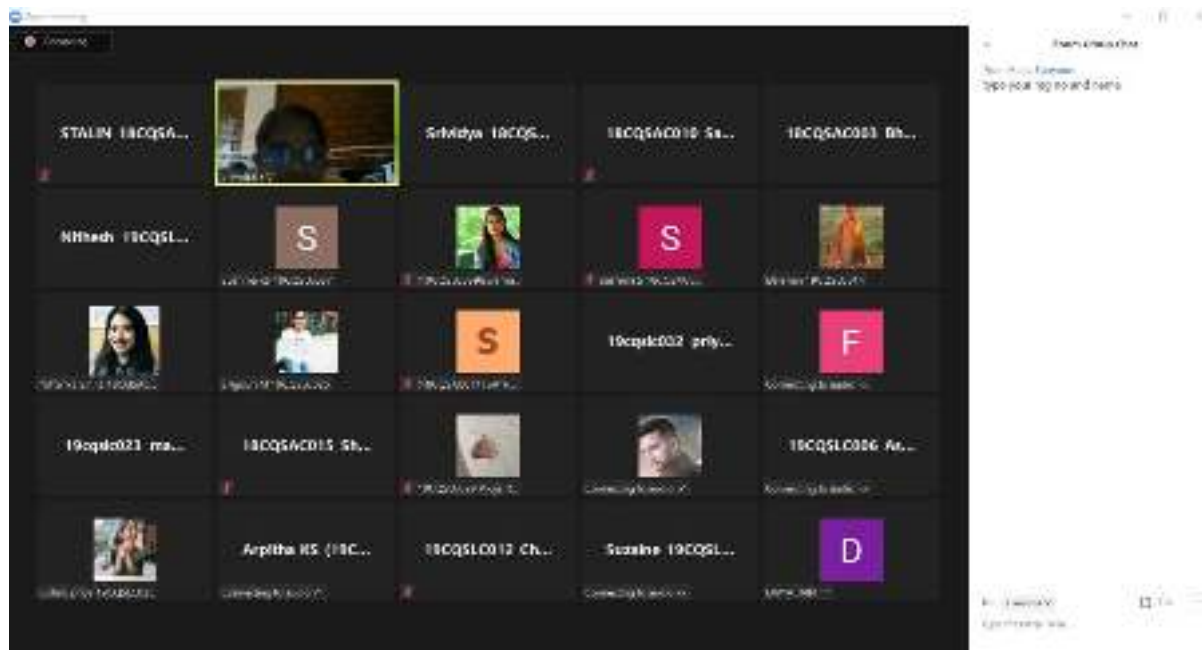
\*\*\* Format Copy need to be attached and hard copy need to be filed

**PS: Whichever column is not applicable, write as NA.**

**PS:**

- ❖ Whichever column is not applicable, write as NA.
- ❖ If the nothing is done / gained / spent, write as No/Nil.

**Photographs:**



**Photo 1 : Prof Srivatsala starting the session .**

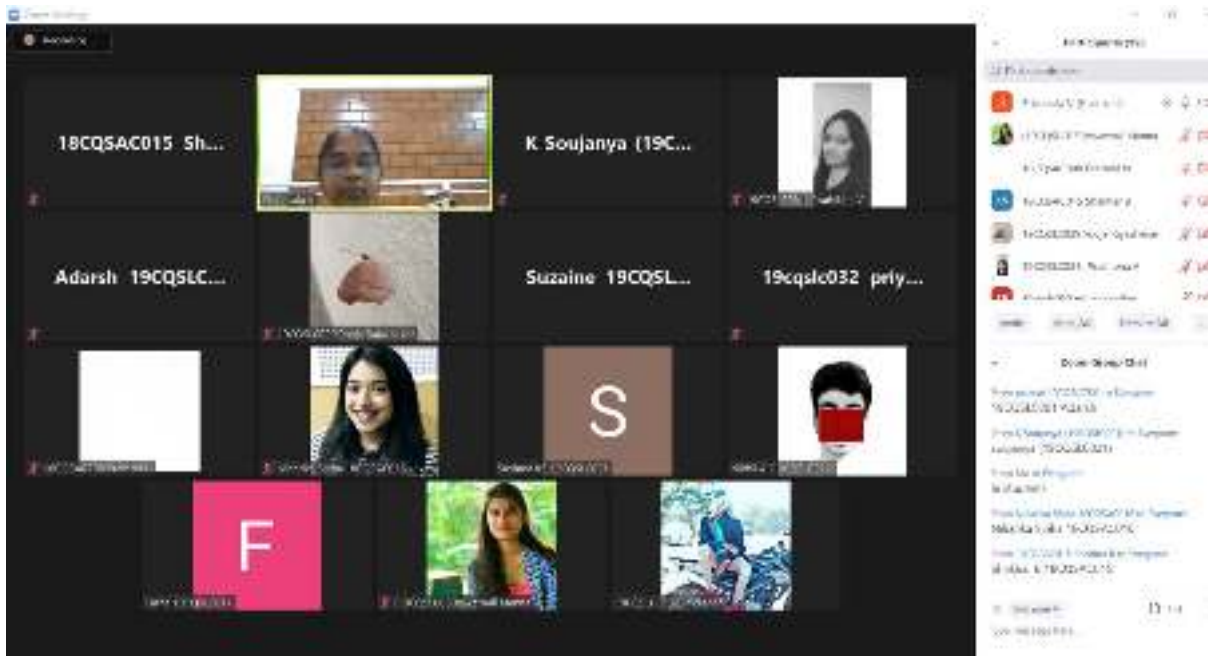


Photo 2: Prof Srivatsala Talking about Resume Preparation.



Photo 3: First Slide of the PowerPoint Presentation

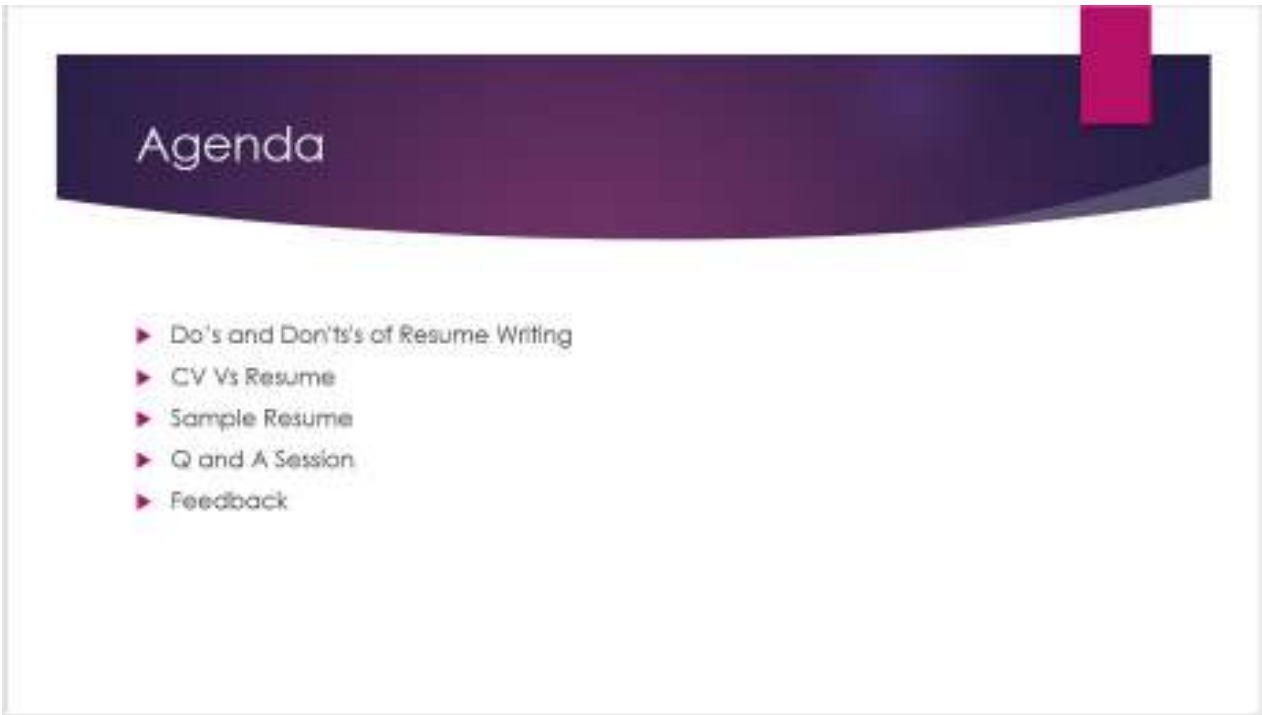


Photo 4 : Agenda of the Event

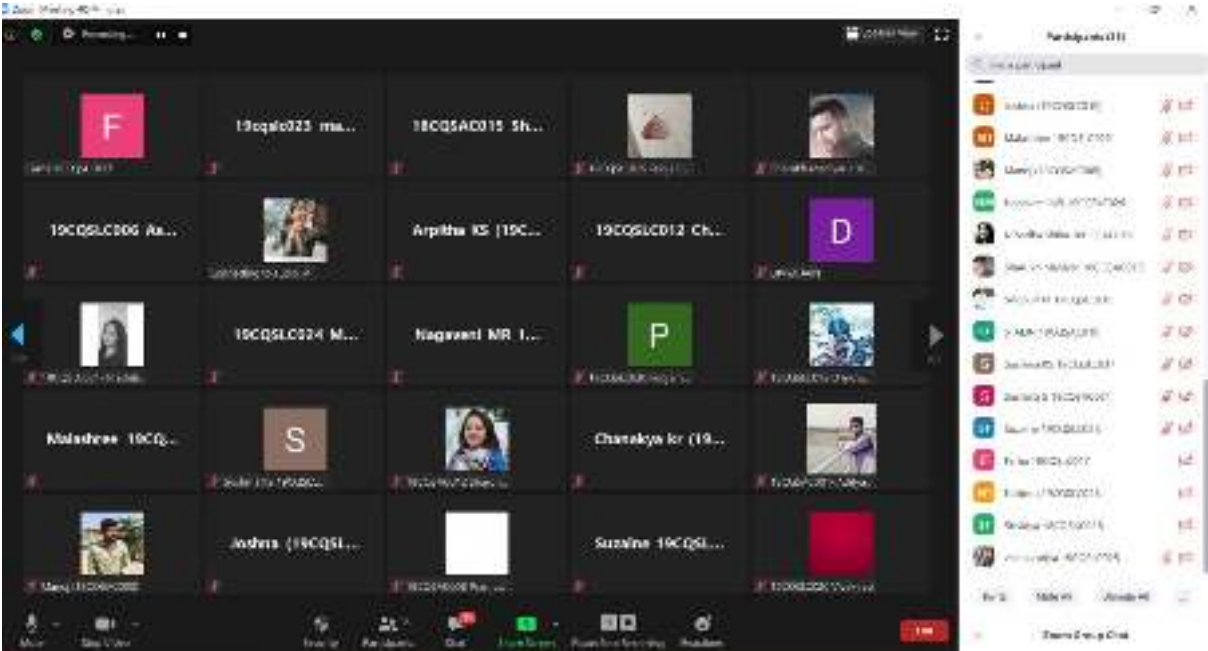


Photo 5 : Participants gallery view

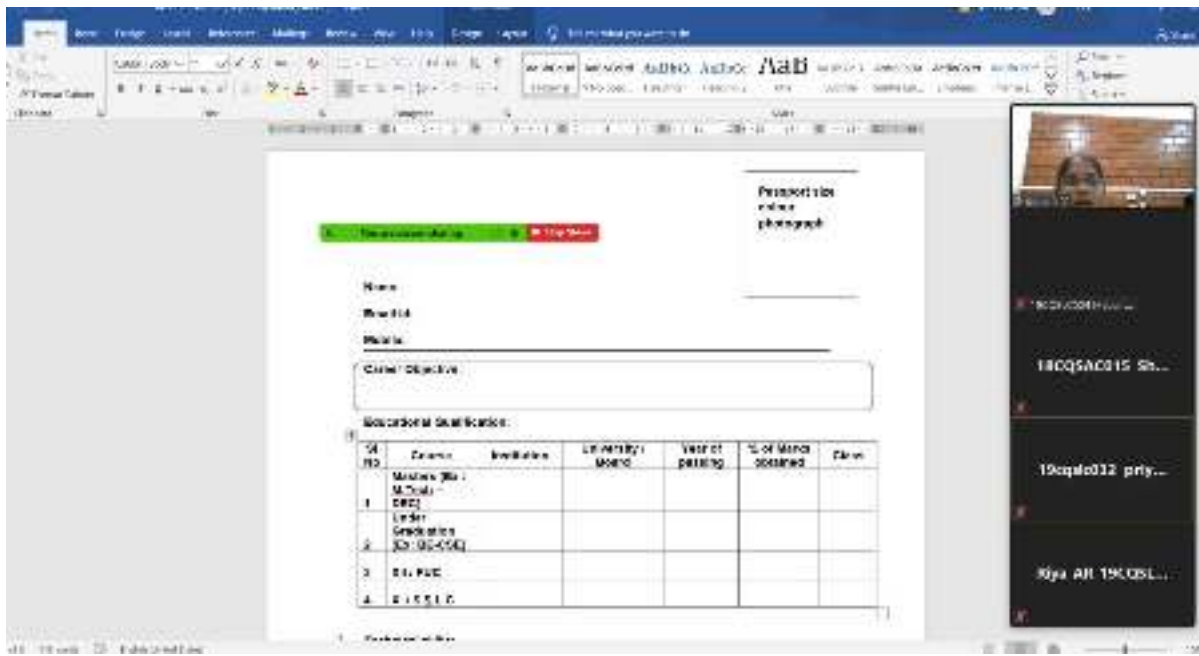










































Photo 6: Sample Resume Preparation

Participants Screenshots:

Participants (23)

Find a participant

- S Srivatsala V (Host, me)  
- S (18CQSAC011) SATHYA NARAYA...  
-  (19CQSLC039)swarnali Manna  
- 1B 18CQSAC003 Bhavyashree P  
- 18CQSAC008 Pramod N  
-  18CQSAC012 Sharon Thomas ta...  
- 1S 18CQSAC015 Shekhar B  
-  19CQSLC013 D md shafi  
- 1M 19CQSLC024 Mebal sharon  
-  19CQSLC029 Pooja Rajashekar  
-  19CQSLC031- Prathibha V  
- 1P 19cqlc032 priyanka vijay  
-  19CQSLC036 Subhiksha K  
- 1A 19CQSLC040(Shadab Ali)  
- 1T 19CQSLC041 Tejas MG  
- KS K Soujanya (19CQSLC021)  
-  ..  































Invite

Mute All

Unmute All










Find a participant

- 11 Malashree 19CQSLC022  
-  Manoj (18CQSAC005)  
- 1M Nagaveni MR 19CQSLC026  
-  Niharika Sinha 18CQSAC016  
-  Sharukh Maniyar 18CQSAC013  
-  Srigouri M 19CQSLC035  
- 11 STALIN 18CQSAC019  
- S Sushma KS 19CQSLC037  
- S Sushma S 18CQSAC021  
- B 18CQSAC003 Bhavyashree P 
-  Darshan 19CQSLC014 
- F Farha 19CQSLC017 
- 11 Nithesh 19CQSLC028 
- 11 Srividya 18CQSAC018 
-  vishnu priya 19CQSLC025 



## Participants (35)

Find a participant

-  Srivatsala V (Host, me)   
-  (18CQSAC011) SATHYA NARAYA...  
-  (19CQSLC039)swarnali Manna  
-  18CQSAC001- ... [Unmute](#) [More >](#)
-  18CQSAC010 Salla Divya  
-  18CQSAC012 Sharon Thomas ta...  
-  18CQSAC015 Shekhar B  
-  19CQSLC006 Ashwini AM  
-  19CQSLC012 Chandana T S  
-  19CQSLC013 D md shafi  
-  19cqslc023 mamatha B E  
-  19CQSLC024 Mebal sharon  
-  19CQSLC029 Pooja Rajashekar  
-  19CQSLC030 Poojamayee  
-  19CQSLC031- Prathibha V  