

GOVT. MODEL DEGREE COLLEGE

NARAYANKHED, DIST. SANGAREDDY

To,

Date: 25-10-2018.

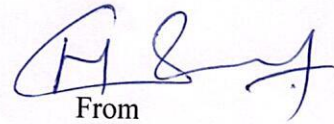
The Principal,
Narayankhed, Sangareddy.

Respected Sir,

Sub: Program on Hands on Training to all the students.

The department of Computer Science has wishes to make Hands on Training program on Effective Resume making on 29-10-2018 at Virtual Class Room & Computer Lab. Please allow the entire students to attend and participate in the training program.

Thanking you,



From

Department of Computer Science.

K. Narsimha Reddy

Accepted for
good work
MSR

PRINCIPAL
Govt Degree College
NARAYANKHED
Sangareddy, Dist: 502286

GOVT. MODEL DEGREE COLLEGE

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Date: 27-10-2018

NOTICE

It is happy informed that Department of Computer Science is going to organize Hands on Training on making of Resume Preparation program for all the students on 29-10-2018 at Virtual Class Room @ 1:30 pm .

circulate in every class room.

M. S. S.
27/10/18
Principal

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HANDS ON TRAINING ON MAKING OF AN EFFECTIVE RESUME FOR THE STUDENTS

The necessity of resume in interviews it gives the brief summary of applicant's. Resume is a brief written summary of a job applicant's past employment history, education, and other personal information.

By attending this training, the participants will be known to new ways of learning and making abilities in Resume.

Training Objectives:

By the end of the training participants will:

1. Clearly understand necessity of resume.
2. How to create the resume effectively.
3. How effective resume will be prepared by using MS-Word.
4. Resume will display the entire experience, personal, professional, training, skills and knowledge belong to the candidate.

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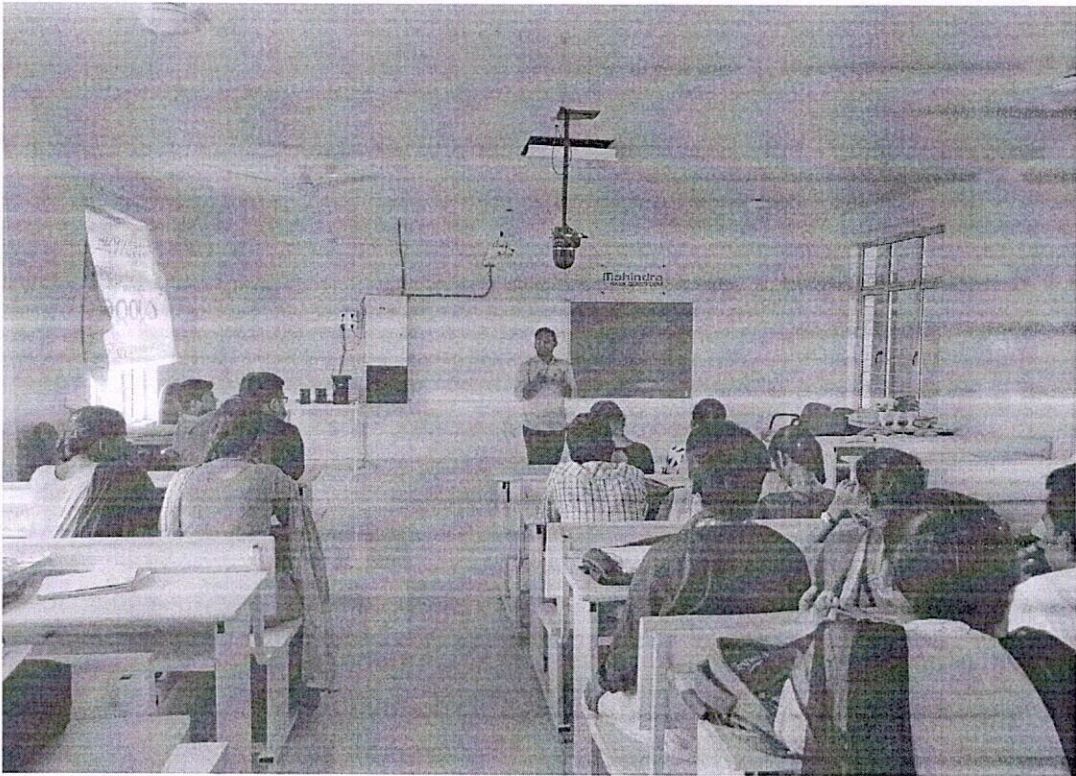
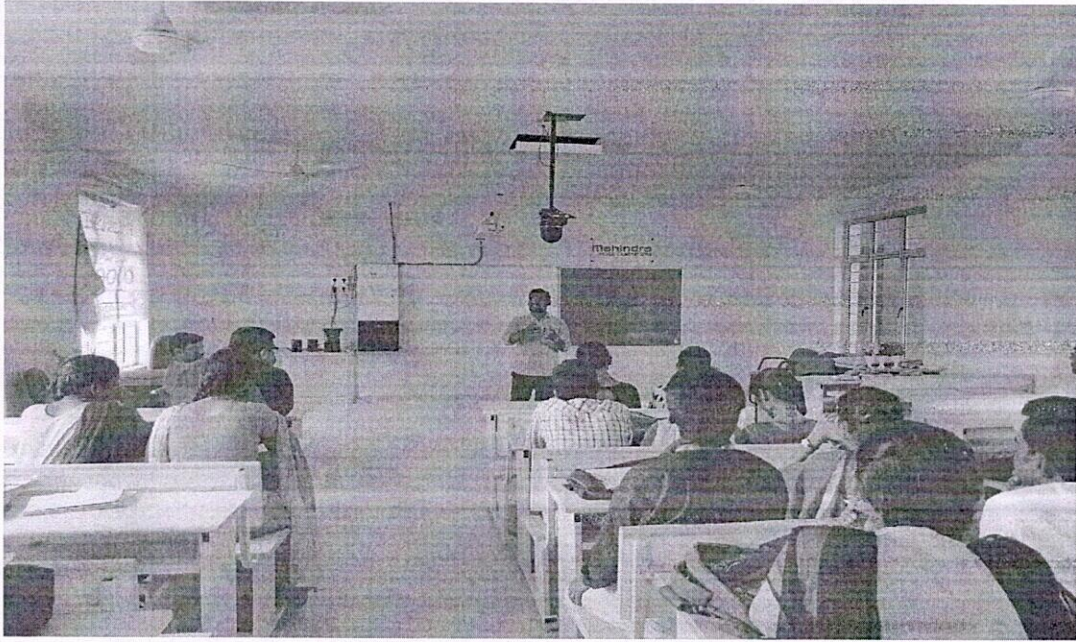
HANDS ON TRAINING ON MAKING OF EFFECTIVE RESUME

PROGRAM DAY SCHEDULE ON 29-10-2018.

S.NO	TIME	PROGRAM	SPEAKER/TRAINER	VENUE
1	1:30 PM to 2:30 PM	TECHNIQUES ON RESUME WRITING	K. NARSIMHA REDDY	VIRTUAL CLASS ROOM
2	2:30 PM to 2:45 PM	TEA BREAK		
3	2:45 PM to 4:30 PM	INDIVIDUAL RESUME MAKING PRACTICE AT COMPUTER LAB	K. NARSIMHA REDDY	COMPUTER LAB


In Charge


Principal
PRINCIPAL
Govt Degree College
NARAYANKHED
Sangareddy, Dist: 502286



GOVT. MODEL DEGREE COLLEGE

Narayankhed, Dist Sangareddy

HANDS ON TRAINING ON EFFECTIVE RESUME MAKING

Student Attendance cum Feed Back Forms

S.No	Name of the Student	Group	Excellent	Very Good	Good	Average	Signature
1)	R. Nikitha	B.com	✓				R. Nikitha
2	SK. Saleem	u		✓			Sk. Saleem
3	J. Ashwini	u	✓				J. Ashwini
4	M. Radha	"		✓			Radha
5	R. Santhosh	u	✓				Santhosh
6.	Dinesh	u	✓				Dinesh
7.	Durgavathi	u		✓			Durgavathi
8.	B. Shiva	"		✓			Shiva
9.	Omka	"	✓				Omka
10.	M. Shivanadini	MPCS	✓				Shivanadini
11	CH. Akhila	u					Akhila
12	P. Ajay Reddy	u	✓	✓			Ajay Reddy
13.	K. Bhaskar Reddy	u					Bhaskar Reddy
14.	V. Sanika	u	✓				Sanika
15.	S. Ramya	u	✓				Ramya
16.	R. Divya	"		✓			Divya
17.	R. Pravalika	u		✓			Pravalika
18	CH. Nassimulla	u			✓		Nassimulla
19.	B. Dilip Kumar	u		✓			Dilip Kumar
20	P. Sathyanarayana	BA		✓			Sathyanarayana
21	Jakkanna	u	✓				Jakkanna
22.	Divya Sri	u	✓				Divya Sri
23	Gore bai	u		✓			Gore bai
24	Premkumar	u	✓				Premkumar
25	Sanitha	u		✓			Sanitha
26	Saroja	u	✓				Saroja
27	Sameena	u		✓			Sameena