

Dr. Santosh Kaul Kak Principal

Marwadi Sammelan

B. M. RUIA GIRLS' COLLEGE

NAAC ACCREDITED B+ (3rd Cycle)

11, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Mumbai - 400 007.

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E-mail: principal1958@gmail.com / bmruia@yahoo.com

023.bmrgirlscollege@gmail.com Website: www.bmrgirlscollege

Ref. No.:

Date:

Name of Certificate/ Value added course offered and online courses of MOOCs, SWAYAM, NPTEL etc. where the students of the institution have enrolled and successfully completed

AY 2019-20

		And the second second
Sr. No	Name of the Course	Academic Year
1.	100 Hrs. of Computer Training	2019-20
2.	Career Ready Program	2019-20
3.	Certificate Course in Goods and Service Tax (GST)	2019-20
4.	Certificate Course in Tally.ERP9 with GST	2019-20
5.	Certificate Program in Financial Markets- Sales and Operations	2019-20

AS/KP/SKK



Dr. Santosh Kaul Kak Principal PRINCIPAL B. M. Ruia Girls' College Grant Rd., MUMBAI-7.



B. M. RUIA GIRLS' COLLEGE



NAAC Accredited B+ 3rd Cycle Maharshi Karve Best College Award 2022-23

Affiliated to S.N.D.T. Women's University, Mumbai II, Krishna Kunj, Vachha Gandhi Road, Gamdevi, Grant Road (West), Mumbai-400007. Tel: 022 23808130, E mail: <u>bmruia@yahoo.com</u>, Web: www.bmrgirlscollege.com

Name of Certificate/ Value added course offered and online courses of MOOCs, SWAYAM, NPTEL etc. where the students of the institution have enrolled and successfully completed

AY 2019-20

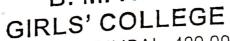
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COLLEGE COPY

B. M. RUIA







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	6	MAGAZINE FEE	150/-
	7	MISCELLANEOUS FEE	CC.
	8	ID-CARD FEE	500/-
	9	GYMKHANA FEE	75/-
	10	STUDENTS WELFARE FEE	30/-
	11	ASHVAMEDH SPORTS FEE	35/-
	12	MEDICAL FEE	2000
	13	EXAMINATION FEE	10/-
	14	DISASTER MANAGEMENT FEE	100/-
	15	STUDENT SPORTS FEE	200
	16	SNDT ENROLLMENT FEE	730
	17	SNDT ELIGIBILITY FEE	300/-
	18	COMPUTER 100 HRS COURSE FEE	70/-
	19	INTERNET CONNECTIVITY FEE	500/-
	20	DEVELOPMENT FEE	50/-
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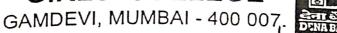
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4	Sakshi Pokhavle	8419972291	Boclare
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	GOUD PINKI KUMARI SURESH KUMAR SONA DEVI	
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	GUPTA SUSHMA OMNARAYAN SUMAN	Sur 9
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	PUROHIT BHARTI KISHANSINGH UGMA	
	KUDARE BHARATI ASHOK GANGA	
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2	H-2	Chaudhari Madhu Mularam	MOHIN
3	H-3	Jaiswar Sanjana Udayraj	Barana:
4	H-4	Jaiswar Shalakha Santosh	MajaKH
5	H-5	Kannaujiya Sejal Kawaldeep	Sijal
6	H-6	Khan Anjum Ajij	Di Halia
7	H-7	Pandey Simta Devinarayan	Sonta
8	H-8	Sahu Kajal Kailash	The jal
9	H-9	Sharma Manisha Ramsaran	m anisha
10	H-10	Sharma Shalu Rajkumar	Shale
		D.C. Economics	***
11	E-1	Dimpal Kumari Jaysingh	Duran
12	E-2	Komal Banshilal	Komal
13	E-3	Pawar Aarti Chandrakant	Hawas
14	E-4	Sahani Nidhi Jaiprakash (Repeater)	Midhi.
15	E-5	Sejalkumar Khasraj	Before
16	E-6	Sharma Chandani Ghevarchand	
		D.C. Sociology	
17	S-1	Jain Ruchita Suresh	Quelile
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21	S-5	Singh Diksha Nanhe	Dikshq.
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H-1	CHAUHAN UMA OMPRAKASH	Gould
H-2	DUBEY RAKSHA SANTOSH	ROICH
H-3	ETIKAR POOJA KALYANI	Poğu
H-4	GAUD BOBBY JIYALAL	Door
H-5	GUPTA SAVITA SHOBHNATH .	avita
H-6	KAHAR MANISHA LALLUPRASAD	0 01101
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H-15	SHUKLA NIRALI GARUNKUMAR	Ahikia
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H-18	YADAV POOJA MUKTAR	Torsel.
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Sr.	Roll No.	Name of the students	
No.			
-	D.C. Economics		
19	E-1	GIRI SAKHI ASHOK KUMAR	Rhl.
20	E-2	GUPTA PRATIMA SHARDAKUMAR	THE PARTY OF THE P
21	E-3	GUPTA SHRISHTI BABULAL	THE OWN SERVICE
/22	E-4	MALI BADAMI KUMARI CHHANGANLAL	Bodom
23	E-5	PARDESHI KAVITA ASHOKSHINGH	tolki.
24	E-6	PATEL SHASHI SHIVCHAND	Shahi
25	E-7	RACHANAKUMARI JAYSINGH	Rachors
26	E-8	SINGH SUMANKUNWAR NARAYAN	
27	E-9	SWETA KUMARI RAMESHCHAND	Shuda !
28	E-10	VALMIKI REKHA DEVENDRAPAL	Dolda

		D.C. Sociology	
/29	S-1	BAPCHADI MALASHRI MANIK	mubahai
30	S-2	CHHATRI LUCIA REDHA	Lucies
31	S-3	DIWAKAR PRIYA RAMCHANDRA	prije
32	S-4	GULAB KANWAR JABBAR SINGH	hulab.
33	S-5	JAIN MANSI RAJMAL	trousi
34	S-6	KAMAT RADHIKA KUMARI GOPAL	Radhika
35	S-7	KASAUDHAN LALITA RAMCHET	aloita
36	S-8	KESARI JYOTI MOHAN	J'Yet!
37	S-9	PRAJAPATI PREETI NANDLAL	Preet
38	S-10	PUJARA NANCY ARVIND	Nancy
39	S-11	RANGREJ NEHA SALIM	Nels.
40	S-12	SHEHNAZ BANO RAMZAN ALI	Bahnas
41	S-13	SUTHAR DIVYA KHUSHALCHAND	Solve
42	S-14	VERMA AARTI RAMASHANKAR	Deuti
43	S-15	YADAV ANSHU MATARU	Onehi

A.C. Itam Wo-11

Plan for 100 Hrs of Computer Training for the students of Graduate Degree Course (3 years)

Three Plans of introducing Computers to Undergraduate students are suggested here.

Lu 1: 33 hrs per year.

Plan II: 40 hrs during first two years and 20 hrs in the last year.

Plan III: 10 hrs during first year and 30 hrs each in the next two years

	- First Year	Second Year	Third Year
Plan I	33 hrs.	33 hrs.	33 hrs.
Plan II	40 hrs.	40 hrs.	20 hrs.
Plan III	40 hrs.	30 hrs.	30 hrs.

" Credit-Course in

streduction to the World of Computers

Vojectives: After studying this course of 100 hours spread over three years, the students will be able to

I. use office automation and presentation tools effectively.

2. use Internet to communicate with friends, teachers and other experts in the field.

3. collect desired information using internet.

4. interact with the world through one's own webpage.

.. pursue a career in web page / web site designing.

6. pursue a career in desk top publishing.

7. maintain office accounts through use of tally software.

8. Create database using FoxPro software

Content an	d time duration:	and a second	
YearI	Windows		13
	MS Office:		
(33 hrs).	* ,	MS Word	10
		MS Excel	8
		MS PowerPoint	7
	-Introduction to Internet:	• •	1 5 1
T :		Sending and receiving email	-
		Sending and receiving Attachments	
1.		Downloading files	
Year II .	Desk Top Publishing	्रवस्य अस्तिम्। इत्यास	+
. :		Photoshop	10
(33 hrs)	part with 2 grace to a).	Page Maker	20
: . ::	74.		1 20 1
	Introduction to Internet		3
		Browsers (Internet Explorer, Outlook	1 - 1
1	Express	Diomacis (micetae Expicita, Outlook	1 1
	- Language	Search Engines	1 1
Year III	Wahaana Darian		
TEAT III.	Webpage Design		10
		Dreamweaver	10
(33 hrs)		· 4	1 1
	Tally		1 13 1

Plan II

Year I	Windows	6.2		- 5
٠.	MS Office:	· ·		
(40 ms) -		MS Word		10
٠	•	MS Excel		
	· ·	MS PowerPoint		7
	Introduction to Internet	:		10
	7 10 10 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Sending and receiving email		
%	ľ · · .	Sending and receiving Attachments		
	1 • •	Chat	1	
	1	Browsing	!	
:		e e se		
Year II	Desk Top Publishing	Photoshop		10
		Page Maker	- 1	· 20
(40 hrs)	•	CorelDraw	- 1	10
(40 1113)		White the same of		
Year IN	Accountancy	Tally		13
	Web designing	Dreamweaver	27	7
(20 hrs) 🦮	A A CO GENERIUM	Dicamware :		

Plan III

Year I	Windows MS Office:	3
(40 hrs)	MS Word	10
	Database Packages PoxPro	7 8
* ·	Internet: Sending and receiving email Sending and receiving Attachments Chat Browsing	4
Year II	Desk Top Publishing Photoshop:	10
≺30 hrs)	CorelDraw	10
Year III	Accountancy Tally	10
(30 hrs)	Web designing FrontPage , Html	10 10

... structional Strategies: 071

The students may be taught in the computer lab (No theory locturers in the classroom). Three students may be accommodated on one machine if enough machines are not available.

The would be encouraged to use computerized catalogues in the library, visit cybershops or webworld etc where more practice in the skills could be practiced.

software learnt.

Presentations by the experts in the field about the career opportunities in the computer field may be arranged to motivate the students and help them think seriously about their career.

valuation Strategy:

The students may be evaluated through practical examination, group and individual projects, oral examination and also portfolios.

	Details of Application Software	
in home	Repulsed bridge Community	
Year	Paper Name : Office Automation	
(40 hrs)	Windows	
	■ Using Window Explorer	
4	■ Managing Files and Folders	Lech
1	■ Using Paint Brush, WordPad & Notepad	
	■ Network Neighbourhood	
	Word Processon (Missour & Word)	10
	Word Processor (Microsoft Word) Introduction to Word Processor	Lecture
	Overview of Word Processor Packages	~~~
4, 3.64	Use of Word in different areas:	- 1
	Document Concept MCreating Saving Opening Closing	1
	1. Document 1 Mingrister of the	1
	Formatting Document (Bold, Italic, Underline, Justification, fonts, Colors of Fonts, Format Painter)	1
1	Copy, Cut & Paste	١.
-:	■ Working with Margins and Page Setup	1
	Inc. and a second seco	3
	■ Uses of Drawing Toolbar	1
1:	☐ Columns, Header & Footers	~
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	■ Spell Check & Thesaurus ■ Adding a Chart to the Report	1
• • • • • • • • • • • • • • • • • • • •	■ Mail Merge	4
	4	. 3
		5'
• • •	Spread Sheet (MS Excel)	_ 8
	■ Introduction to Spreadsheet	Lecture
	Overview of Spread Sheet Packages	
.] .	About Excel (Role of Excel in Day to Day Life)	
	■ Understanding Excel Sheet ■ Inserting, Deleting and Hiding Columns / Rows	The same of the sa
	Manipulating Formulas and Functions	200
Amer.	Working with Charts	1
0.1	Printing a Sheet	1
.[- • •]	Sort & Filter	
Agentian,	Presentation Package (MS PowerPoint)	7 2
	■ What is Presentation? Explain its Need.	15 1154
' '	Overview of Presentation Packages	5 .ure
1	■ Use of PowerPoint	
. 121 1	■ Making Presentations	
	■ Different Types of Slide layouts	-
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'	Transition & Custom Animation Effects	1
	Recording Voice in Presentation	- 1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1
	■ Electronic Presentations	

Database Package (FoxPro) Data Information, Database, Database system, Database Management System About FoxPro Data Types used in FoxPro Creating Modifying and Displaying Structure List with Scope Adding with dispass Lacouds Operations with String Records Specifying Date Format Delete, Pack Zap: Recall, Goto & Skip, Replace Commands	8 Lectur	es
■ About FoxPro ■ Data Types used in FoxPro	8 Lectur	es
■ About FoxPro ■ Data Types used in FoxPro	Lectur	es
Data Types used in ForPro	3 .	•
■ Data Types used in FoxPro ■ Creating Modifying and Displaying Structure ■ List with Scope : ■ Adding with Editing Records		
Creating Modifying and Displaying Structure List with Scope Adding with Edition Records	· •	
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Creating Accounts	1	-1
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6. "Internet 101 A Beginner's Guide to the internet and the World		
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	# Memory Variable # Functions (Numerical, Statistical, Character & Date) # Set Commands # Report Generation Internet # What is Internet? and its Advantage and Disadvantages # Minimum Hardware and Software Requirement for internet Connection # Role of Modem in Internet # Websites & ISPN # Browsing and Surfing # Search Engines # Downloading Pictures and Text # H-mailing # Creating Accounts # Attachments # Chatting REFERENCE BOOKS: 1. "Mastering Word 2000" by Ronthansfield, J.W. Oslen, BPB Publication. 2. "Mastering Excel 2000" by Mindy C. Martin, Steven M. Hansen, Beth Klingher BPB Publication. 3. "Mastering PowerPoint 2000" by Katherine Murray BPB Publication. 4. "Mastering FoxPro 2.5" Special Edition by Charles Siegel 5. "The Internet in 24 hours", Ned Shell : SAMS Publishing. 6. "Internet 101 A Beginner's Guide to the internet and the World Wide Web": Wendy G. Lehnert. Paper Name: Desk Top Publishing Coreldraw # About CorelDraw # Using the Menus, Standard Toolbar, Property bar and Dialog # Using the Menus, Standard Toolbar, Property bar and Dialog # Using the Menus, Standard Toolbar, Property bar and Dialog	Memory Variable Functions (Numerical, Statistical, Character & Date) Set Commands Report Generation Internet What is Internet? and its Advantage and Disadvantages Minimum Hardware and Software Requirement for internet Connection? Role of Modem in Internet Websites & ISPN Browsing and Surfing Search Engines Downloading Pictures and Text E-mailing Creating Accounts Attachments Chatting REFERENCE BOOKS: 1. "Mastering Word 2000" by Ronthansfield, J.W. Oslen, BPB Publication. 2. "Mastering Excel 2000" by Mindy C. Martin, Steven M. Hansen, Beth Klingher BPB Publication. 3. "Mastering PowerPoint" 2000" by Katherine Murray BPB Publication. 4. "Mastering Fort Pro 2.5" Special Edition by Charles Siegel 5. "The Internet in 24 hours", Ned Shell!: SAMS Publishing. 6. "Internet 101 A Beginner's Guide to the internet and the World Wide Web": Wendy G. Lehnert. Paper Name: Desk Top Publishing Coreldraw Mabout CorelDraw Mab

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Prepared by:

Prof. Vasudha Kamat Dr. Jayashree Shinde Mr. Shahajahan Khan

For Academic Council, SNDTU

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SHAIKH YUSRA FIROZ	131	\dot{r}	P	P	P	p	P	P	P	À	P	P	A	ρ	ρ	P	A	1P	18	P	15	11	0	1	6	6	1a	P	A	b	p	P	p	AF	F
SHAIKH YUSKA FIROZ	P	P	P	P	P	P	A	P	P	P	P	b	P	P	ρ	ρ	b	1A	12	A	1-K-	16	6	8	0	0	10	P	P	6	A	P		PP	7
SHAIKH ZAIBA ABDULLA GANI SHELAR GAURI GANESH	P	P	P	P	A	p	P	P	P	P	P	b	P	P	A	P	18	16	15	18	A	12	a	p	p	A	P	A	P	A	P	6	À	AF	5
SHETE SUSHMA ANAND	A	A	P	6	P	P	P	P	P	A	P	6	16	ρ	b	IA	15	18	14	18	0	6	A	<u>0</u>	ρ	P	P	P	P	P	A	Ρ		P	P
SHETTY KARISNA NANDESH	P	P	P	P	ρ	ρ	P	P	P	P	P_	A	IA_	P	Ϋ́	15	16	15	18	16	a	0	8	P	A	P	P	A	P	P	P	P	<u> </u>	PF	_
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SHINDE SAYALI SATYAWAN	P	P	ρ	9	Š.	6	P	P	A	6	18	P	P	H	0	18	p	10	6	À	p	b	A	p	6	P	A	ρ	P	<u>P</u>	2	P	P	PF	_
SHUKLA AACHAL ARVIND	A	4	A	1	A	P	ρ	P	P	1	16	10	18	10	10	10	0	10	0	1 B	A	P	P	P	A	P	A	P	1 P	M	12	P	}	PF	D
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SILAGANI SUPRAJA RAJKUMAR	15	\	7	5	A	0	0	17	10	1	0	6	P	P	P	10	A	P	P	P	P	P	A	P	P	P	17	1×	1	8	5	P	-	A	5
SINGH KAJALKUMARI SURENDER		0	P	8	2	8	0	10	16	12	10	P	P	0	1	P	P	TA	P	P	P	C	A	b_	A	Ď-	15	10	10	5	a	6	0		A
SOLANKI NIDHI RAJESH	A	8	0	A	p	0	A	B	0	b	P	P	P	P	P	P	P	P	P	A	ρ	A	6	P	Ľ.	R	14	18	1	8	a	ρ	A	PI	p
SONI NIYATI PRIGNESH	P	b	0	6	A	P	0	b	10	A	0	Ŕ	P	P	P	A	P	P	P	P	A_	P	6	Ř	3	12-	18	10	18	Ъ	5	0	1	1	P
SONI SANJANA ANIL KUMAR	9	A	p	A	A	b	A	P	P	P	P	A	P	A	P	P	P	P	B	IP_	10	16-	P P	Ď	0	18	6	10	18	þ	è	P	q	P	P
SOSA ANJALI SHIVRAM	15	b	à	P	P	p	P	P	P	ρ	P	P	P	A	P	P	14	P	P	1P	A	P	8	8	6	5	A	10	B	Û	Þ	ρ	P	P	A
SWAMI SNEHA SHEKHAR TRIPATHI HARSHITA ARJUN	P	P	p	A	à	P	A	P	P	À	P	P	P	P	P	P	18	H	A	12	P-	18	5	0	0	b	16	la	Þ	P	Þ	P	A	P	P
UPADHAYAY GANGA OMPRAKASH	P	P	ρ	P	P	A	P	P	P	P	A	IP	p	P	A	P	18	12	P	12	P-	10	D	P	ô	À	b	0	À	A	P	P	ρŢ	A	R_
WAGHMODE SWATI TANAJI	10	P	p	P	P	A	P	P	P	18	P	P	A	ρ	ρ	b	1	18	12	10	6	15	0	a	þ	þ.	H	A	P	P	P	A	P	P	p
X SHAYAR KANVAN JABRARAM	P	P	ρ	P	P	P	6	P	A	IP	P	16	P	6	P	18	18	10	6	A	b	 þ	à	þ	Þ	A	16	PA	P	P	A	LP_	P	٢	PT
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. [3	KHATRI YASHI HEMAL	P	P	P	P	Р	P	P	P	P	P	P	P	P	P	P	P	P	P	P		9	P	P	P	P	<u>P</u>	P.I	1	<u>P</u>	P	P	P	Ě	P	T
	4	MARU KAJAL DINESH	P	P	P	P	P	þ	9	P	1	P	P	ď	P	P	1	<u> </u>	P	P	P	P	2	P	P	P	1	P 1	2	1	P	10	P	10	6	8	
	5	MEGAJIGARI NIKITHA SHYAM	P	P	P	þ	P	P	4	P	P	P	r	P	6	P	P	P	A	P	P	P 1	-	1	P	9		10		ť,	ľ	P	P	15	1	13	
	6	PANDYA BHAGYASHREE RAJESH	P	IP.	P	P	P	P	4	P	1	1	4	P	C	P	P	P	P	A	117-1	<u>P</u>	2	7 1	P	P -		6	6	Ľ.	1	HP_	IP.	n	16	1	
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9	8	SHAIKH ENAS AKHTAR HUSSAIN	P	L,	P	P	i,	P	P_	P	1	<u>p</u> _	P	P_	1	ŗ		7	P	P	P	A	-	6	3	P	5	P	7	5	10	15	15	16	16	10	6
3	9	SHAIKH KAUSAR IMTIYAZ	P	1 Y	P	P_	r_	Ğ	P	P	1	P	P	P	F	Į.	Ť	ŗ	1 F	<u> </u>	P	P	A	10	<u>i</u>	ř.	5	5	10	6	Hp.	15	+	11	1-	1	6
	10		P	r	B	P	<u>r</u>	Ţ	Ť.	P	1	P	P	P	P	P	E	1	A	A	11		2	r	2	r	6	5	1	b	16	15	15	1 5	15	1	10
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7	12	VISHWAKARMA SARITA HARILAL	ļľ.	IP_	P	P	1	1	P	r	r	P	A	P	15	1	1	ľ	110	P	P	1		1_	F	1	Р	1-	1	11	11	11.	1	+1	+'-	11-	10
	13	X FLORENCE BEULAH ANTHONY BASKER	P	P	þ	P	P	P	P	P	P	7	þ	P	P	P	P	P	P	P	٢	P	P	P	P	7	P	P	P	P	A	P	1	' F	P	P	1
	14	YADAV PRADNESHA SUNIL	P	P	P	12	P	Ľ	P	P	1	1	1	A	I.	5	P	1	1	19	1P	P	12_	r	r.	1	16	15	17	Y	$\perp P$	<u> </u>	ŢĻ		-11	T	15
	15	ZARIWALA UZMABANO ISRARUDDIN	<u></u>	LP.	LP.	P	P	1	P	P	Ц_	16	P	IA	10	1	P	16	11	1	19	P	P	P	1	P	P	IP	P	16	P	, 16	IR	$\pi_{\mathbf{L}}$	1	$\perp P$	

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1	CHAUHAN UMA OMPRAKASH	P	٩	r	P	A	P	P	A	P	P	P	P	P	ſ	P	P	P	f	٢	f	P	P	P	P	P	P	A	P	P	۴	P	P	٩	P	P
2	DUBEY RAKSHA SANTOSH	P	P	A	P	P	P	ρ	P	ρ	P	P	P	p	P	P	P	P	ρ	P	P	٩	P	A	P	P	P	P	P	r	P	P.	P	P	A	P
3	ETIKAR POOJA KALYANI	P	P	P	P	Р	P	P	P	P	ρ	Α	P	P	p	P	Р	P	P	P	P	P	P	P	۴	P	P	P	P	A	P	P	P	P	P	۴
4	GAUD BOSSY JIYALAL	P	P	P	P	Ρ	Α	P	p	P	P	P	P	ρ	A	ρ	ρ	P	ρ	P	P	P	P	P	P	P	Ρ	ρ	A	P	P	P	P	P	ρ	P
5	GUPTA SAVITA SHOBHNATH	P	Α	ρ	P	P	P	P	P	P	P	P	P	P	ρ	P	P	P	P	Р	ρ	Р	A	P	P	P	ρ	P	P	P	P	A	P	P	P	ρ
6	KAHAR MANISHA LALLUPRASAD	P	٩	Α	P	P	P	r	P	P	P	P	٩	P	P	P	r	P	A	P	P	P	ρ	P	p	P	ρ	P	P	f	P	P	P	P	P	P
7	KHAN SHERBANO ALIAHMAD	P	P	P	P	P	P	A	P	P	ρ	P	ρ	P	P	P	P	A	P	P	P	P	Ρ	P	P	Р	ρ	Ρ	P	P	P	P	P	P	P	P
8	PANDEY PRIYANKA ARVIND	P	P	P	A	P	۴	٩	f	P	P	P	p	P	p	ρ	P	P	P	P	ρ	Α	ρ	P	P	ρ	Ρ	ρ	P	P	P	P	P	P	P	P
9	PRAJAPATI KAJAL RAMU	A	P	P	P	P	P	٩	p	٩	P	P	P	P	P	P	P	P	P	P	f	P	ρ	P	P	P	P	Α	P	P	P	P	P	P	P	P
10	PRAJAPATI NEETADEVI RAMANAND	P	A	P	ρ	P	P	ρ	P	ρ	P	P	ρ	P	A	P	P	P	P	P	۴	P	ρ	P	P	P	Ρ	۴	P	A	P	P	P	P	P	А
11	rajbhar pooja kamlesh	P	P	P	P	P	P	P	r	P	A	P	٩	P	9	P	P	ρ	P	P	PI	P	P	P	P	Р	ρ	P	P	ρ	A	P	r	P	P	9
12	RUKSAR FATMA MOHD SADIQUE	A	P	P	P	P	A	P	Α	P	P	۴	ρ	P	þ	P	P	P	ρ	P	P	ρ	P	P	A	Ρ	P	P	P	۴	P	A	P	P	P	ρ
13	SAYYED KAHKASHA KAUSER	P	R	ρ	r	P	P	P	P	P	ſ	A	P.	A	٢	P	P	P	٩	٢	ρ	P	P	P	P	Р	P	P	P	A	P	P	P	P	P	P
14	SHEKH SHAZDA BEGAM ABDUL HAMED	P	P	Α	P	P	P	P	P	P	P	P	ρ	ρ	P	P	P	P	f	P	ρ	P	Ρ	P	P	Δ	P	P	P	A	P	P	P	f	P	r
15	SHUKLA NIRALI GARUNKUMAR	P	P	ρ	Α	P	P	P	P	P	P	P	P	P	P	ρ	A	P	ρ	P	P	P	A	P	٩	r	P	P	P	A	P	P	P	f	P	P
16	SINGH RANI SIKANDER	P	ρ	A	P	P	P	P	P	P	P	ρ	P	P	P	P	P	٩	ρ	P	A	f	ρ	P	P	P	P	P	A	A	P	P	P	P	P	P
17	YADAV KOMAL LACHCHHAN	А	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P	P	·ρ	P	P	٢	P	P	P	P	P	A	P	P	P	ρ	P
18	YADAV POOJA MUKTAR	P	ρ	P	ρ	P	P	P	ρ	P	P	P	A	ρ	P	r	P	P	P	P	P	0	Α	P	P	P	P	P	P	P	Р	P	P	ρ	P	P
19	GIRI SAKHI ASHOK KUMAR	P	A	P	P	A	P	P	P	P	P	P	٩	P	P	ρ	م	P	۴	P	ρ	P	P	ρ	P	P	P	P	P	P	P	P	P	P	A	P

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20	GUPTA PRATIMA SHARDAKUMAR	2 P	4	6 P	9 P	P	13 P	P	18 A	20 P	23 P	25 p	27 P	30 8	ρ	6 A	8	10 P	13 P	15 P	<u>17</u> ρ	20 P	22	24 A	27 P	29 P	3 II	ک P	ρ	P	10 P	P	P	P	P	A
21	GUPTA SHRISHTI BABULAL	P	ρ	A	P	ρ	P	P	f f	A	ρ	P	P	P	P	8	ρ	P	P	A	P	P	P	P	P	Pr	P	P	P	P	P	P	ρ	A	Ρ	P
22	MALI BADAMI KUMARI CHHANGANLAL	P	р	Р	P	A	P	p	P	P	P	A	P	P	P	P	P	P	P	P	Α	P	P	P	P	P	P	A	P	P	P	P	A	ρ	ρ	P
23	PARDESHI KAVITA ASHOKSHINGH	P	ρ	P	A	ρ	ρ	P	P	P	A	ρ	P	P	P	P	P	P	A	P	P	P	P	P	P	P	A	P	P	P	P	P	P	ρ	P	P
24	PATEL SHASHI SHIVCHAND	A	P	P	P	P	Ρ	A	P	P	p	P	P	P	A	٢	P	P	P	P	P	P	A	P	P	ρ	P	P	P	P	ρ	A	P	ρ	r	ρ
25	RACHANAKUMARI JAYSINGH	P	A	P	P	P	A	P	P	P	۴	۴	P	A	P	P	P	P	P	P	P	A	f	ρ	P	P	P	P	Ρ	Α	Ρ	P	P	ρ	ρ	ρ
26	SINGH SUMANKUNWAR NARAYAN	P	P	A	ρ	P	P	P	P	P	P	ρ	A	P	8	P	P	P	۴	P	P	P	P	A	Ρ	ρ	P	P	P	P	P	P	P	ρ	ρ	P
27	SWETA KUMARI RAMESHCHAND	P	P	P	P	P	P	A	P	۴	P	P	P	P	P	A	P	P	P	P	P	Ρ	P	P	Α	P	P	9	8	P	A	P	P	P	P	P
28	VALMIKI REKHA DEVENDRAPAL	P	P	P	ρ	P	P	r	A	P	P	p	۴	P	P	P	P	A	۴	P	Ρ	Ρ	P	P	f	ρ	A	P	P	P	P	P	P	P	A	P
29	BAPCHADI MALASHRI MANIK	P	P	ρ	P	A	ρ	P	ρ	ρ	9	A	ρ	P	P	P	P	P	P	P	P	P	P	P	P	A	P	ρ	P	ρ	ρ	P	P	А	P	ρ
30	CHHATRI LUCIA REDHA	P	P	P	P	P	f	P	P	P	A	P	P	P	P	P	P	P	9	A	P	P	P	P	r	٩	P	P	P	A	P	ρ	ρ	Ρ	P	٩
31	DIWAKAR PRIYA RAMCHANDRA	Р	P	A	P	P	P	P	P	ρ	P	P	A	P	P	P	f	P	٩	P	ρ	P	P	P	٢	P	P	P	A	P	P	P	P	P	P	A
32	GULAB KANWAR JABBAR SINGH	ρ	P	P	P	P	A	ρ	P	P	P	P	P	A	P	P	P	P	P	Р	A	P	P	P	P	4	A	P	P	P	P	P	P	Р	P	,
33	JAIN MANSI RAJMAL	A	P	ρ	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	Ρ	P	Α	P	P	۴	P	P	+-	P	P	A	P	P	8	P
34	KAMAT RADHIKA KUMARI GOPAL	P	P	P	A	ρ	P	8	P	P	P	P	P	P	P	P	r	A	P	P	P	P	P	P	P	P	P	A	P	P	1	P	P	٢	r	ρ
35	KASAUDHAN LALITA RAMCHET	P	P	ρ	P	P	P	А	P	P	P	P	P	P	A	P	P	P	P	p	P	P	P	A	P	P	P	۱	P	P	18	P	4		r	٩
36	KESARI JYOTI MOHAN	P	ρ	A	P	٩	P	ρ	P	P	P	1	A	P	P	P	P	P	٢	ρ	P	A	P	P	P	P	P	P	P	P	A	P	10	P	P	P
37	PRAJAPATI PREETI NANDLAL	P	f	ρ	P	P	A	P	P	P	٩	P	P	P	P	P	1	P	P	P	P	ρ	P	ρ	A	P	P	 '	1	P	1	P	+-	ρ	P	P
38	PUJARA NANCY ARVIND	P	A	P	P	P	P	P_	P	P	P	P	ρ	P	1	P	P	P	P	A	P	P	JP	P	P	Α	P	P) P	P	17-	P	P	ρ.	P	P

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PRINCIPAL

B. M. Ruia Girls' College
Grant Rd., MUMBAI-7.

100 Hours of Computer Training (First Year) Assessment sheet

Topic	Theory (25 Marks)	Practical (Hands on skill) (25 Marks)	Total Marks
Windows	Descriptive Questions on Keyboard Shortcuts Control Panel & Settings	Practical Task on File and Folder Management and Personalization Settings.	10 Marks
MS Office	MCQs on Formatting Text, styles, Paragraph alignment, Indentation, Line spacing, Tables, Bullets & Numbering Margins, Orientation, Header & Footer Shortcuts & Toolbar.	Create a formal letter, format it, and insert a table with data. OR Invitation letter with Mail Merge.	10 Marks
MS Excel	MCQs on basic formulas like SUM, AVERAGE, Functions like IF, VLOOKUP, Conditional Formatting, Sort and filter large data sets.	Prepare a student marks sheet, calculate total marks, average, and apply conditional formatting for high scores. OR Charts & Graphs of Bar, Line & Pie charts.	10 Marks
MS Power Point	MCQs on Insert images, charts, and SmartArt. Transitions and animations.	Design a 5-slide presentation on "Digital Marketing," using transitions and animations.	10 Marks
Introduction to Internet	Short answers on web browser, search engine, and document formatting	Hands on practical on sending and receiving mails and sending attachments and downloading files.	10 Marks
			50 Marks

100 Hours of Computer Training (Second Year) Assessment sheet

Topic	Theory (25 Marks)	Practical (Hands on skill) (25 Marks)	Total Marks
Desk Top Publishing	MCQs on publishing industry, advantages and disadvantages of Desktop Publishing, DTP software available in the market, vector graphics and raster graphics and file formats used in DTP.	Create a Poster for an upcoming event, using text effects, images, and proper alignment. OR Design a Certificate for a workshop with borders, logos, and signature spaces.	10 Marks
Photoshop	MCQs on key features Adobe Photoshop, bitmap and vector images in Photoshop, Function Tools like Move Tool, Lasso Tool, Magic Wand Tool, Clone Stamp Tool	Create a Photo Collage using at least 4 different images with smooth blending and layer effects. OR Design a Web Banner Ad with text effects, gradients, and smart object usage.	10 Marks
Page Maker	MCQs on key features of Adobe PageMaker, master pages in PageMaker, text formatting options, linking and embedding images in PageMaker and templates in PageMaker.	Design a Magazine Cover Page with headlines, images, and text boxes. OR Prepare an Invitation Card for a formal event using text formatting and graphic tools.	10 Marks
Browsers	MCQs on Rendering Web Pages, Managing Web Protocols, Bookmarking Security Features and Popular browsers like Google Chrome, Mozilla Firefox, Microsoft Edge, Safari, and Opera.	Open Discussion on function of a web browser, and how does it differ from a search engine OR private browsing or incognito modes work, and what are their limitations.	10 Marks
Search Engines	MCQs on search engine like Google, Bing, Yahoo, and DuckDuckGo. Web Crawler (Spider/Bot Indexer, Query Processor	Hands on practical on some effective search techniques (e.g., using operators like AND, OR, quotes) to get better results from search engines like Google.	10 Marks
			50 Marks

100 Hours of Computer Training (Third Year) Assessment sheet

Topic	Theory (25 Marks)	Practical (Hands on skill) (25 Marks)	Total Marks
Web Page Design	MCQs on <head> and HTML, unordered list and an ordered list in HTML and alt attribute in an tag.</head>	Practical questions like insert an image into a webpage using HTML? OR Create a table with 3 rows and 2 columns in HTML?	10 Marks
HTML	Short questions on key elements that every home page, header and footer, text input, radio buttons, and a submit button.	Questions like Make a simple web page with three sections: About Us, Services, and Contact. OR Create a webpage with an image gallery using HTML.	10 Marks
Home Page	Short questions on inserting and embed YouTube video on your webpage. Role of colours and fonts in designing an attractive home page. Improvement of the loading speed of a home page	Create a simple website with two pages: a home page and an about page. Link them together. OR Build a home page with a fixed header and footer.	10 Marks
Dreamweaver	Short questions on Design View, Code View, and Split View in Dreamweaver, "responsive web design.", CSS (Cascading Style Sheet), a template in Dreamweaver Spry elements in Dreamweaver,	Create a simple HTML web page in Dreamweaver that displays your name, a photo, and a short paragraph OR Using Dreamweaver, create a form with input fields for Name, Email, and Message, along with a Submit button.	10 Marks
Tally	MCQs on purpose of a Voucher in Tally, F11 and F12 features in Tally, Single Entry and Double Entry in Tally and process of GST configuration.	Create a new Company in Tally OR Create the following Ledgers under appropriate groups.	10 Marks
			50 Marks

B.M.RUIA GIRLS' COLLEGE

NAAC Accredited B+ 3rd Cycle
Affiliated to S.N.D.T. Women's University, Mumbai

Krishna Kunj, Vachha Gandhi Road, Gamdevi, Grant Road (West), Mumbai- 400007
 Tel: 022 23808130, E mail: bmruia@yahoo.com, Web: bmrgirlscollege.com



Certificate

This is to certify that MS. SHASHI PATEL has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

B.M.RUIA GIRLS' COLLEGE

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Certificate

This is to certify that MS. KAJAL MARU has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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Certificate

This is to certify that MS. ISHA KAPADIA has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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 Tel: 022 23808130, Email: bmruia@yahoo.com, Web: bmrgirlscollege.com



Certificate

This is to certify that MS. PRATIMA GUPTA has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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Certificate

This is to certify that MS. JINAL JOSHI has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

B.M.RUIA GIRLS' COLLEGE NAAC Accredited B+ 3rd Cycle

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Certificate

This is to certify that MS. ANSHU JAIN has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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Certificate

This is to certify that MS. BADAMI MALI has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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 Tel: 022 23808130, E mail: bmruia@yahoo.com, Web: bmrgirlscollege.com



Certificate

This is to certify that MS. REKHA VALMIKI has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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Certificate

This is to certify that MS. MANSI JAIN has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

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Certificate

This is to certify that MS. POOJA PRAJAPATI has successfully completed the 100 hours Computer Training Course, under Plan I: 33+ hours per year, conducted during the academic years; 2017-18, 2018-19, & 2019-20. The Course is approved by SNDT Women's University and was conducted as per the curriculum.

Marwadi Sammelan's B.M. Ruia Girls' College

In Collaboration with

NIIT GRANT ROAD

Special FEE Benefit for B.M. Ruia Girls' College students (The fee includes Training & Certification)

Eligibility: B.M. Ruia Girls' College students Conducting Training Program On

PROGRAMS	DURATION	BENEFIT FEE
TALLY.ERP9 WITH GST	33	Rs.1000/-

Batch Starting Soon

Training Venue: B.M. Ruia Girls' College / NIIT GRANT ROAD

Trainer will be from NIIT

Registration Date between: from 17-12-2019 to 20-12-2019



Tally.ERP9 with GST

Course Contents:

- Accounting with Tally. ERP 9
- · Understand and apply basic principles of accounting
- · Understand double-entry system of accounts
- · Identify various financial statements
- · Classify business organizations, based on their business activities and transactions
- Understand the concepts and challenges associated with accounting on computers
- Understand the basic features associated with Tally
- Identify the key components of Tally
- · Understand and apply accounting processes in service organizations
- · Record transactions of service organizations
- Understand the process of creating a company
- Record transactions of trading organizations
- Introduction to GST
- Getting Started with GST (Goods)
- Recording Advanced Entries (Goods)
- GST Adjustment and Return Filing
- Getting Started with GST (Services)
- Recording Advanced Entries (Services)

NIIT: FELLOWSHIP SCHOOL COMPOUND, NEAR AUGUST KRANTI MAIDAN, GOWALIA TANK, GRANT ROAD (W), MUMBAI: 400 036. TEL. NO. 2380 2676 / 2380 6223 / 2389 9041

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11	sejal Giri	*	1000/-
12.	Dipti Godhakia		1000/-
13.	Pawan Devashi		1000/-
14.	Karishna shetty	*	1000/-
	Chandra Mandal	SYBCom	1000/2
16.	Tejal Jadhar	SYBCom	1000/2
	Sweta Malde	TYBcom	1000/2
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This certifies that

Saraswati Gupta

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma
(NIIT- Centre Head)







This certifies that

Sejal Giri

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head)







This certifies that

Manisha Gahalot

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head)







This certifies that

Sapna Pandey

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head)







This certifies that

Sana Shaikh

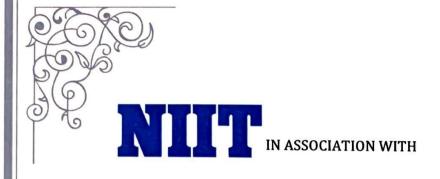
has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma
(NIIT – Centre Head)







This certifies that

Mamta Mali

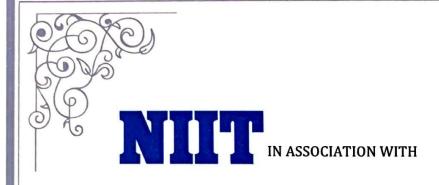
has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head)







This certifies that

Neha Kanojiya

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head)



Dr. Santosh Kaul Kak

(Principal)





This certifies that

Susmitha Guduri

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma (NIIT- Centre Head) RUIA GARANTA CO

















































CERTIFICATE OF COMPLETION

This certifies that

Ravina Sundesha

has successfully completed a 33 hours course titled

Tally.ERP9 with GST

From 13 January, 2020 To 8 February, 2020

Ms. Lajwanti Sharma
(NIIT- Centre Head)



Dr. Santosh Kaul Kak (Principal)







Partner Impact Report

About the partnership

Antarang – B.M. Ruia College Partnership

The BM Ruia College and Antarang Foundation have entered into a partnership to execute the Career Ready at BM Ruia College, Gamdevi.



CareeReady (CR) for 1 girls batch in BM Ruia college has been completed

Highlights

CareeReady

CareeReady Program

The CareeReady (CR) is a 15 months program engaging youth in the 18-28 age group, with the objective of helping youth identify their potential and linking them to a suitable career of their choice.



100 hour classroom training on core employability skills, preparing them to be a part of the workforce.



Career linkages in the form of internships, vocational courses, job placements matching with the student's interests, aptitude and personality, keeping their aspirations in mind.



12 month mentorship program with corporate professionals from different fields



Alumni support till 30 years of age, and access to learning opportunities and seminars/workshops/courses

Highlights - CareeReady

CAPACITY

- # Batches: 1
- # Enrolled: 38
- #Graduated^: 20
- Graduation rate: 53%

SUPPORT

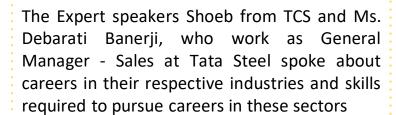
- 2 expert speaker sessions
- 1 exposure visit

PRODUCTIVE YOUTH

- 5% of students linked to Course/Jobs
- 40% of students participated in the one-step mentoring program**



The batch started on 22nd of Nov, 2020 and all sessions have been completed.



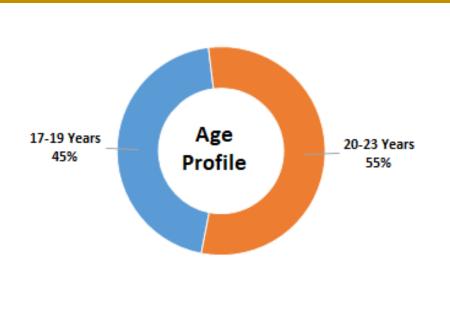
For an Exposure Visit, the students visited Piramal Capital and learnt about careers in the Finance sector.

Since all the students are currently studying in college, all are in EET. In addition to that 5% have been connected to employment opportunities and training courses.

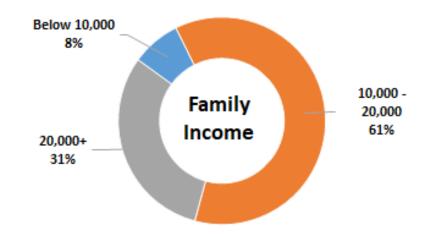
40% of students participated in the one-step mentoring program.

- ^ Students with more than 70% attendance qualify to graduate from the program and are entitled to career and mentor linkages
- ** Mentorship is an opt-in program
- **One-step mentoring is a half day engagement where students get an opportunity to interact with professionals from corporate organizations on a one-on-one basis and receive career guidance

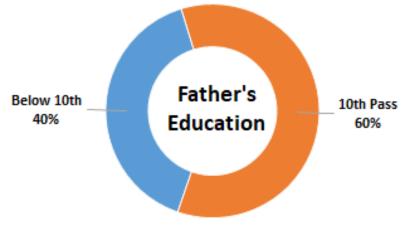
Beneficiary Profile- CareeReady



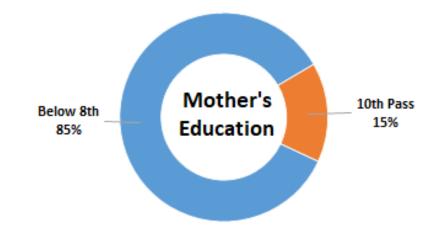
55% of the students were in 20-23 year age range



The family income level for most students is in the range of Rs.10,000-20,000 or more than Rs. 20,000 level

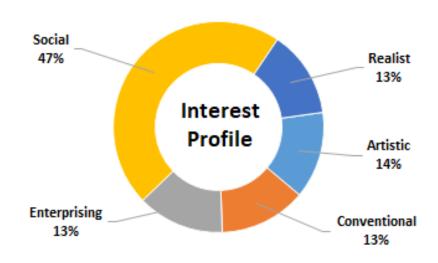


Fathers of 40% students had not even studied till 10th grade, and the next 60% had only passed their 10th



Mothers of 85% students had not even studied till 8th grade, and just 15% had passed their 10th

Interest Codes and Learning Style



Around 25% of the students were found to have a Visual learning style.

VAK

Auditory

70%

Visual

25%

Kinesthetic 5%

Around 47% of the students had career aspirations mapping to Interest code "Social".

People who like to work with people to enlighten, inform, help, train, or cure them, or are skilled with words classify under the "Social" type of personality. Career options most suitable to the "Social" type include social worker, counselor, school teacher, psychologist, nurse, librarian, occupational therapist, hospital administrator.

That means they learn through seeing and reading through pictures, charts, diagrams etc.

Auditory style indicates that students learn through listening and speaking through sounds or lectures or through groups discussions etc. **70%** of students had a **Auditory** learning style

Remaining 5% had the kinesthetic learning style, which means this lot learnt through action, i.e. moving around and touching or experimenting

IMPACT AT A GLANCE - CAREEREADY



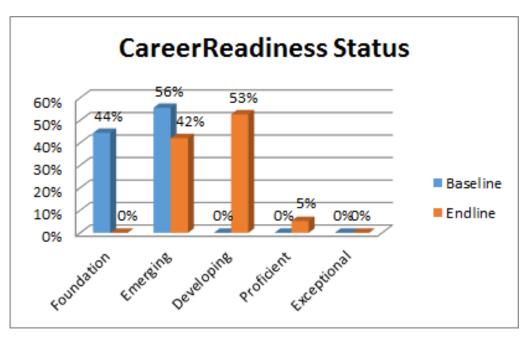
53% Graduation Rate

87% Work Ethics Score

Expert Speaker sessions conducted

Exposure Visit

2019-20 Career Diagnostic tool results



At the end of the program students displayed an improvement in their career readiness scores as measured on career readiness diagnostic tool (proprietary tool), "Foundation" being lowest and Exceptional the highest score.

At the end of the program, around 53% students were in the "Developing" category, 5% were in "Proficient" category

Testimonial- CareeReady - Jyoti Kesari



Jyoti Kesari

Jyoti comes from a low income family in Colaba. Her father works as a Massager and her mother is a housewife. There are Five members in the family, she has two sisters, one of whom is doing a job and the other one is studying.

She learnt about opportunities that are available in her field of interest and what are the next steps required to pursue these opportunities and careers. Additionally she also learnt about work ethics, interview etiquettes and CV building to better prepare for a job.

Before joining the CareeReady programme she had considered a career as a beautician as she had limited knowledge about suitable careers and she lacked the confidence and guidance to pursue a career in the organized

After joining the CareeReady programme, she gained more confidence and clarity about what she wants to do in her life and also built the ability to critically analyze things by evaluating the negative as well as the positives.

After the Mock interview the Placement team offered her a job in a wealth management organisation in Colaba. Even in the time of the lockdown she is continuing to work from home and is able to contribute to the family income apart from also learning about concepts of finance and insurance sector through her job.

CareeReady through Pictures

Expert Speaker Session





Parent Meeting Session





Curriculum Day Session

Critical Thinking Session

CareeReady Placement & Mentoring linkage details

Student Name	Type of Placement Linkage	Organization Name
Jyoti Kesari	Employment	External Employment

Student Name	Type of Mentor Linkage	Organization Name
Akansha Patel	Attended OneStep	LinkedIn
Ritu Solanki	Attended OneStep	LinkedIn
Nancy Pujara	Attended OneStep	LinkedIn
Madhuri Parmar	Attended OneStep	LinkedIn
Shehnaz Shaikh	Attended OneStep	LinkedIn
Jyoti Kesari	Attended OneStep	LinkedIn
Jayshree Meriya	Attended OneStep	LinkedIn
Aarti Verma	Attended OneStep	LinkedIn

Thank you!

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Caren Ready Program					
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Certificate of Completion

This is to acknowledge

Nancy Pujara

has successfully completed Antarang Foundation's CareeReady Employability Skills Training in the month of April 2020









BSE Institute Limited, 19th Floor, P.J. Towers, Dalai Street, Mumbai 400 001, India Errait training@beeindia.com

Website: www.bsebti.com



To,
The Principal,
B.M. Ruia Girl's College.

11, Krishna Kunj, Vachha Gandhi Rd, Gamdevi, Mumbai.

Subject: Skill based CSR – Funded training program in Financial Markets Sales & Operations.

Greetings from BSE Institute!

Background:

BSE Institute Ltd (<u>www.bsebti.com</u>) is a 100% subsidiary of the Bombay Stock Exchange Ltd. (BSE Ltd.) and is a leader in financial education. It currently offers close to 100+ short term professional courses, 6 undergraduate skill courses and 5 master level post graduate courses. It also supports universities from across the world including USA, UK, Canada, Australia, Singapore, Germany, New Zealand, and Israel in academic programs, student exchanges and research.

Opportunity:

India is emerging as a global hub for banking back-office operations. The 25+ global banks with back-offices are expected to recruit 1,25,000 people in the next 3 to 4 years, additionally there are more 50+ organizations that work for various international banks to handle their back office operations.

Even though these back-offices or BFSI - ITES companies offer a significantly higher starting salary of INR 15,000 -20,000 per month to graduates, compared to an average monthly salary of INR 10,000 for an entry level job in an Indian Private Company, they face a challenge finding candidates with the right skills.

Current estimates show that less than 20% graduates are employable and in context of BFSI these numbers are far lesser due to lack of skills and knowledge.

To address this skill gap BSE Institute has designed a skill based training program which help graduates and unemployed youth to learn the skillsets that are required for them to get a job in the Financial Market. This program "Certificate Program in Financial Markets-Sales & Operations" envisages bridging this skill gap and enabling students to pursue opportunities in financial markets.

Further this is a CSR funded program, students only pay a marginal commitment amount of Rs.2000 only.

BSE Institute Limited, 19th Floor, P.J. Towers, Dalai Street, Mumbai 400 001, India Errait training@bseindia.com

-Website: www.bsebti.com



We propose to partner with your esteemed organization for conducting the training program as per the below mentioned schedule:

Start Date: TBA.

• Duration: 4 hours daily.

• Days: Mon – Sat.

Time: TBA.

Total Duration: 100 Hours

• Total Duration in Months: 1 Month.

College's/Institute's Deliverables:

Classroom Capacity: 25 seating capacity

Desks and Chairs for students

• Seating Style: Classroom Style

• Desk and Chair for the Facilitator

Projector

Laptop/Computer with internet connectivity

To designate a coordinator for conducting classes.

BSE Institute's deliverables:

- Faculty for conducting the batch.
- Books, Bags and related handouts
- Scheduling of classes.
- To provide required support for conducting the program.
- Placement opportunities after graduation, with organizations engaged to offer various financial
 Services subject to candidate completing graduation with a minimum of 50%
- Certificate of program completion post placement of the candidate (self-placed candidates will have to furnish their offer letter to avail the certificate)

BII proposes to pay Rs	s.500/- per student to	the college for mak	ing available the above	mentioned facilities.

Looking forward to a positive response.	
Warm Regards,	
For BSE Institute Limited	

Authorized Signatory



Greetings from BSE Institute Ltd.

Salim Sayed <Salim.Sayed@bseindia.com>

Mon, Aug 19, 2019 at 5:58 PM

Dear Dr. Smt. Santosh Kaul Kak.

Greetings from BSE Institute Ltd!

We appreciate the time you & your staff took from your busy schedule in conducting the Aptitude test for P.G. students from your college for the CPFM-S&O training program.

We are pleased to announce the results of the Aptitude test conducted on 19th August 2019.

As discussed PFA a copy of MoU for your perusal.

Sr.No	Name	Stream	Status
1	Aarti Yadav	M.com 1	Select
2	Asha Bhandari	M.com 1	Select
3	Pinky Purohit	M.com 1	Reject
4	Ekta Kalal	M.com 1	Select
5	Darshana Malvankar	M.com 1	Select
6	Priti Kanoujiya	M.com 1	Reject
7	Manisha Vaishnav	M.com 1	Select
8	Neha Dhek	M.com 1	Select
9	Anshuta Khandelwal	M.com 2	Select
10	Pooja Solanki	M.com 2	Select

Salim Ali Sayed

BSE Institute Limited

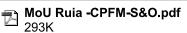
P J Towers, 18th floor, Dalal Street, Mumbai -400001, India

Phone (Direct):022-22725717

Mobile: 7506971739

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Certificate Program in Financial Markets - Sales & Operations

Industry Endorsed

Placement Assistance

Preparation for Regulatory Exam In
Equity Derivative
Fees Includes
One Attempt Free

Comprehensive Program in Banking and Financial Markets - Sales & Operations

Blended Learning Format



BSE Institute Limited

The BSE Institute Limited (BIL) inherits from BSE, knowledge and insights into the capital markets industry, garnered over the past 144 years. BIL is a wholly owned subsidiary of BSE Limited. BIL has over 149 Global Connections with Universities and other Institutions from around the world. The Institute offers over 150 programs and trains over 20,000+participants yearly. Programs ranging from 1-day workshops to 2-year, full time post graduate programs in Financial Markets and Financial Technology. The faculty team includes over 300 world-class practitioners. BIL also conducts certification exams for financial market professionals and certifies over 20,000+ market professionals every year.

BSE Institute Limited is also the promoter of BFSI Sector Skill Council of India & Zone Start ups India. BFSI Sector Skill Council of India is a nodal body between the industry & National Skill Development Corporation Ltd., It helps implement all the national skills program on behalf of the Government of India. Zone Startups India, is a leading startup accelerator in India & the world's first startup accelerator setup within a Stock Exchange. Zone Startups India has incubated close to 180 startups till date and raised approximately 40 Million USD to help start ups grow.

BSE Institute Limited was assessed and certified with ISO 9001:2008

Our Vision

Our vision is to be the most sought after learning provider in the world in areas of financial and leadership training, by pioneering the generation and dissemination of knowledge for the enhancement of skills and capabilities of professionals and aspiring professionals.



Our Mission

As a centre of learning, our mission is to promote an open learning environment that brings together people, cultures and ideas from around the world, changing lives & helping transform organizations through innovative learning programs.

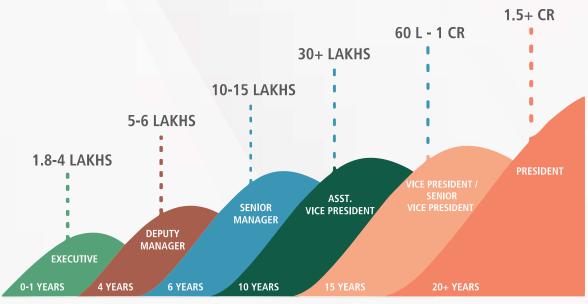


Awards & Accolades

- Skills Champion of India Awards in 2012 organized by FICCI
- Education Leadership Award in 2013 at the 21st Business School Affaire & Dewang Mehta Business School Awards
- "Thematic Winner- Youth Employability Skills 2014" from ASIA by the Conference Board of Canada (CBoC) and the International Education Business Partnership Network (IPN)
- Skoch Order-of-Merit in 2014 for India's Best Projects
- 2018 IPN Global Best Awards for impacting Youth Employability Skills held at NASA

Industry Landscape

CAREER TRAJECTORY



SOURCE: PayScale

JOB OPENINGS (2017)

WEALTH MANAGEMENT

22300

RETAIL BANKING

13955

RELATIONSHIP MANAGEMENT

1222

SOURCE: Monster

BFSI Sector will accelerate its Employment upto 40% by 2022.

Source: BFSI Sector Skill Council of India

Source: Willis Towers Watson

BFSI Sector is rated amongst the top five sectors with **fattest** pay hikes in india.

Overview Of Program

The Certificate Program in Financial markets – Sales & operations is a comprehensive program with placement assistance that provides you with an in-depth understanding of Banking & Finance and Capital Markets. This program will also coach the students to appear for the NISM-Series-VIII: Equity Derivatives Certification Examination. This program enables candidates to develop career-specific skills and take new paths towards various new job roles at leading banks and capital & wealth management firms.



Eligibility

Graduation in Commerce stream

Detailed Curriculum

LEVEL - 1

Financial & Capital Markets

- Introduction to Financial Markets
- Mutual Funds
- Fixed Income Securities

- Fundamental Analysis
- Technical Analysis
- Derivatives

LEVEL - 2

Sales Skill Development

- Identifying Prospective clients
- Preparing for Sales Calls
- Communication Verbal, Non-verbal
- Needs Identification
- Presenting a solution/ closure
- Managing Customer Expectations

LEVEL - 3

Dealers' Module

- Introduction to Trading and its Softwares
- Basic Work Station & Market Watch
- Type of Orders
- Function Keys
- Scrips in Equity, Futures and Options

LEVEL - 4

Personal & Professional Development Skills

- Dynamics of Communication
- Attire and Business Etiquettes
- Time Management
- Personal Effectiveness

- Team Building
- Interview Preparation
- Identifying Prospective clients
- Managing Customer Expectations

LEVEL - 5

NISM-Series-VIII: Equity Derivatives Certification Examination Prep — Coaching and Question paper solving (One Attempt Free)

Placement Highlights



Himachal ThadeshwarMorgan Stanley Capital
International



Kajol SalotBSE Ltd



Chirag GohelMansukh Securities



Meera Adroja Internship (INX)



Mihir PatelMansukh Securities



Chandni Bhatt SMC Global



Vidit Joshi SMC Global



Ravina Sisodhiya Marwadi Shares



Shreyansh Velani SMC Global



"The course covered a lot of information, delivered in concise session that were easy to learn. The structure was clear, logical and effective. BSE Institute Ltd. has put a lot of thought and expertise into designing the program. The core benefits came from doing assignments, receiving individual feedback and interacting with BIL and other participants. This format gave me the confidence to implement new techniques and knowledge into my company."

Neeraj Modi Motilal Oswal Securities Ltd.

Job Roles



Corporate Connect

































4 steps to your career





AHMEDABAD: 203 - 204, Abhishree Avenue,	KOLKATA : 22 Camac Street,
Above Axis bank, SM Road, Ambawadi,	1st floor, Block - A,
Ahmedabad - 380015.	Kolkata - 700016.
Call: 079-26562992/ +91 8866066780	Call: 033-22821375/60/61/ +91 9874265082
CHENNAI: No. 8th Floor, Block A, Chaitanya Imperial Building, No. 610, Anna Salai, Teynampet Chennai - 600 018. Call: 044 46088585/ +91 8939108767	MUMBAl: 18th & 19th Floor, P. J. Towers, Dalal Street, Mumbai - 400 001. Call : 022 22728708 / 5754
DELHI: 101, Aggarwal Corporate Tower,	RANCHI: 4TH Floor, Vasundhara Mega Mart,
Plot No. 23, District Centre, Rajendra Place,	Argora Chowk, Opposite Mahi Restaurant,
New Delhi - 110 008.	Ranchi – 834012.
Call: 011- 2578 2116/ 18	Call: 700-4250704
PUNE: BMCC College, Room No-8, BBA Building,	HYDERABAD: 302, Marigold pavani Estates,
845,Shivaji Nagar, Deccan Gymkhana,	Dwarakapuri colony,Punjagutta, Landmark:
Pune - 411 004.	Sai Baba Temple, Hyderabad - 500082
Call: 020-30866286/ +91 9028450248	Call: 040-40038477
Toll free: 1800 22 9030 E-mail: admissions@bseindia.com Follow us on: 🕤 庙 😉) (a)

Mumbai | Ahmedabad | Bangalore | Chennai | Delhi | Hyderabad | Jaipur | Kolkata | Pune | Ranchi | Trivandrum







Certificate

This is to certify that _____ Asha Bhandari

Enrollment No. D18MUM000403 has successfully completed his/her

"Certificate Program in Financial Markets Sales and

Operations" (CPFMSO)" with C Grade conducted by BSE

Institute Limited in the year 2019.

Amere

Managing Director BSE Institute Limited Head Academics & Product Development BSE Institute Limited





Certificate No. C20011405

Marwadr Sammelan's B. M. Ruia Girls' College Gamdevi, Mumbai

Certificate Course on Goods and Service Tax 33 Hours + Internship

Objectives:

- 1) To introduce students to the basics of GST.
- 2) To introduce valuation rules relating to GST.
- 3) To acquaint them with the procedure of filing of GST returns.

SYLLABUS

UNIT I - OVERVIEW OF GOODS AND SERVICE TAX

Overview of GST Implementation of GST Liability of the Tax Payer GST Network & GST Council

UNIT II - LEVY OF GST - INTRODUCTION

Composition Scheme Composite and Mixed Supply / Duty Exemption from GST

UNIT III - REGISTRATION

Registration Procedure Special Persons Amendments / Cancellation

UNIT IV - MEANING AND SCOPE OF SUPPLY

Schedule I and Schedule II Negative List and Exemptions

UNIT V - TIME OF SUPPLY

Time of Supply - Goods Time of Supply - Services

Marwadr Sammelan's B. M. Ruia Girls' College Gamdevi, Mumbai

UNIT VI - VALUATION IN GST

Valuation in GST Valuation Rules Place of supply

UNIT VII - PAYMENT OF GST

Time of GST Payment How to make payment

UNIT VIII - JOB WORK

Introduction
Important Points

UNIT IX - INPUT TAX CREDITS

Introduction
Important Points
Case Studies

UNIT X - RETURN IN GST

Return for Outward Supplies Return for Inward Supplies Composition Scheme Other Returns

UNIT XI - GST PORTAL

GST Eco-system GST Suvidha Provider (GSP) Uploading Invoices

Fees: Rs 500/-

Faculty Incharge:

- 1) Dr. Kashyap Ganatra
- 2) Mrs. Kinjal Jain
- 3) Mr. Ashok Jain
- 4) Ms. Yuti Chandan
- 5) Ms. Driti Jain

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