

Date:19/4/2022

To,
Campus Director,
ICEEM
Aurangabad.


Subject: Proposal for Introducing a Course in "Soft Skills Development" for MBA SY Students for the Academic Year 2021-22


Respected Sir,

I am writing to propose the Introducing a Course in "Soft Skills Development" for MBA SY Students for the Academic Year 2021-22

This Soft Skills Development Course is designed to equip participants with essential personal and interpersonal skills required for professional success. The course focuses on enhancing communication, emotional intelligence, leadership, and teamwork abilities, among other critical soft skills. Through interactive sessions, practical exercises, and real-world examples, participants will learn to effectively navigate various professional scenarios and build strong, productive relationships.

I believe that introducing this course will significantly benefit our students and enhance the academic standards of our MBA Department. I kindly request you to consider this proposal and approve the introduction of "Soft Skills Development" as a part of the curriculum for the upcoming academic year. Thank you for considering my request. I am looking forward to your positive response.
Yours sincerely,


Name:- Dr. Deepmala Biradar.
Head of MBA Department


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Aurangabad

International Center for Excellence in Engineering & Management

Course Objectives:

- Improve communication skills for clear and effective interaction.
- Develop emotional intelligence to manage oneself and relationships better.
- Enhance teamwork and collaboration skills.
- Foster leadership abilities to inspire and motivate teams.
- Learn time management techniques to boost productivity.
- Strengthen problem-solving and critical thinking skills.
- Adapt to changing environments and handle stress effectively.
- Cultivate customer service skills to improve client interactions.
- Build professional networks and maintain ethical standards..

Course Outline:

- Demonstrate effective communication skills in various contexts.
- Apply emotional intelligence techniques to manage interpersonal relationships.
- Work collaboratively in diverse teams to achieve common goals.
- Develop a personal development plan to enhance professional growth.
- Exhibit professionalism and ethical behavior in professional settings.

Benefits to Students:

- **Clarity and Conciseness:** Learn to articulate thoughts clearly and concisely, making academic presentations and class discussions more effective.
- **Active Listening:** Develop listening skills that improve understanding and collaboration with peers and instructors.
- **Build better relationships** with classmates and teachers, leading to a more supportive and engaging learning environment.
- **Teamwork:** Enhance collaboration skills essential for group projects, sports teams, and extracurricular activities.
- **Gain insights** into personal emotions and behaviors, fostering self-improvement and maturity.
- **Empathy:** Improve empathy and understanding of others, creating a more inclusive and respectful community.
- **Prioritization:** Learn to prioritize tasks effectively, balancing academic responsibilities with personal activities.
- **Increase productivity** and reduce stress by mastering time management techniques.
- **Cultivate leadership qualities** that enable students to take on leadership roles in school organizations and beyond.
- **Learn to inspire and motivate peers**, fostering a positive and productive team environment.
- **Stronger Problem-Solving and Critical Thinking Skills:**
- **Enhance analytical thinking**, enabling better understanding and solution of complex problems.


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Website : www.iceemabad.com | E-mail : director@iceemabad.com

Soft-skills Assisment

Multiple-Choice Questions (MCQs) Test Paper

(20 Marks)

Q1: Which of the following is a critical component of effective communication?

- a) Speaking louder
- b) Active listening
- c) Interrupting frequently
- d) Using technical jargon

Answer: b) Active listening

Q2: Which behavior is essential for effective teamwork?

- a) Working in isolation
- b) dominating the discussion
- c) Sharing credit and responsibilities
- d) Ignoring others' opinions

Answer: c) Sharing credit and responsibilities

Q3: Which step is NOT part of the problem-solving process?

- a) Defining the problem
- b) Blaming others
- c) Generating alternatives
- d) Implementing solutions

Answer: b) Blaming others

Q4: Which of the following is a characteristic of a good leader?

- a) Micromanaging
- b) Empathy
- c) Inflexibility
- d) Self-centeredness

Answer: b) Empathy

Q5: What is an effective time management strategy?

- a) Prioritizing tasks
- b) Multitasking all the time
- c) Procrastination
- d) Working without breaks

Answer: a) Prioritizing tasks



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- Q6: Adaptability in the workplace involves:
- a) Refusing to change
 - b) Sticking to one routine
 - c) Adjusting to new conditions
 - d) Avoiding new technologies

Answer: c) Adjusting to new conditions

- Q7: Which technique is useful for resolving conflicts?
- a) Avoiding the problem
 - b) Confrontation
 - c) Open and honest communication
 - d) Ignoring the other person

Answer: c) Open and honest communication

- Q8: Emotional intelligence includes:
- a) High IQ
 - b) Technical skills
 - c) Self-awareness and empathy
 - d) Physical strength

Answer: c) Self-awareness and empathy

- Q9: What is a key component of effective networking?
- a) Asking for favors immediately
 - b) Building and maintaining relationships
 - c) Keeping communication one-sided
 - d) Limiting interactions to emails

Answer: b) Building and maintaining relationships

10. Critical Thinking

- Q10: Critical thinking involves:
- a) Accepting information without question
 - b) Analyzing and evaluating information objectively
 - c) Following instructions blindly
 - d) Ignoring different perspectives

Answer: b) Analyzing and evaluating information objectively


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Marking Scheme

Sr. No.	Assessment Component	Marks Allocation
1	Multiple-Choice Questions (MCQ)	20 marks
2	Total	20 marks

Kindly, consider it.

Thank you.



Head of the Department



CAMPUS DIRECTOR
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Aurangabad

Date:20/4/2022

To,
Campus Director,
ICEEM
Aurangabad.

Subject: Proposal for Introducing a Course in "Business Communication" for MBA FY Students for the Academic Year 2021-22

Respected Sir,

I am writing to propose the Introducing a Course in "Business Communication" for MBA FY Students for the Academic Year 2021-22

This course explores the principles and practices of effective communication in business environments. Students will learn to communicate clearly, concisely, and persuasively through various mediums including written documents, presentations, and interpersonal interactions. Topics covered include:

I believe that introducing this course will significantly benefit our students and enhance the academic standards of our MBA Department. I kindly request you to consider this proposal and approve the introduction of "Business Communication" as a part of the curriculum for the upcoming academic year. Thank you for considering my request. I am looking forward to your positive response.

Yours sincerely,

Name :- Dr. Deepmala Biradar.
Head of MBA Department

International Center for Excellence in Engineering & Management

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Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com

Course Objectives:

1. Communication Foundations: Understanding the basics of communication theory, channels, and barriers.
2. Written Communication: Developing skills in writing business correspondence, emails, reports, and proposals with emphasis on clarity, coherence, and professionalism.
3. Verbal Communication: Techniques for effective speaking, presenting ideas, and engaging audiences in meetings, negotiations, and public speaking scenarios.
4. Non-verbal Communication: Understanding the role of body language, gestures, and facial expressions in conveying messages and building rapport.
5. Interpersonal Communication: Strategies for active listening, conflict resolution, and building positive relationships in a business context.
6. Technology in Communication: Leveraging digital tools and platforms for efficient communication, including virtual meetings, social media, and collaborative software.

Course Outline:

By the end of the course, students will be able to:

- Apply communication theories to various business contexts.
- Craft clear and concise business messages appropriate for different audiences.
- Deliver effective presentations and participate confidently in business discussions.
- Navigate interpersonal challenges and build productive professional relationships.
- Utilize technology to enhance communication efficiency and effectiveness.

Benefits to Students:

Studying Business Communication offers several benefits to students, enhancing their professional skills and preparing them for success in various career paths. Here are some key benefits:

1. Enhanced Communication Skills: Students develop proficiency in both written and verbal communication, allowing them to express ideas clearly, persuasively, and professionally.
2. Improved Interpersonal Skills: They learn effective techniques for active listening, conflict resolution, and building positive relationships in professional settings, which are crucial for teamwork and leadership roles.
3. Professionalism: Understanding business communication norms and etiquette helps students project a professional image in their interactions with colleagues, clients, and stakeholders.
4. Career Readiness: By mastering communication techniques like writing business reports, delivering presentations, and participating in meetings, students become better prepared for job interviews and advancement opportunities.
5. Critical Thinking: Analyzing communication challenges and selecting appropriate strategies fosters critical thinking skills, enabling students to solve problems and make informed decisions.
6. Adaptability in Digital Communication: With exposure to digital tools and platforms, students learn to leverage technology for efficient communication in virtual and global business environments.

Bussiness Communication Assisment

Multiple-Choice Questions (MCQs) Test Paper

(20 Marks)

1: Which communication channel is typically the richest in terms of information richness and feedback?

- A) Written communication
- B) Face-to-face communication
- C) Emails
- D) Memos

Answer: B) Face-to-face communication

2: What does the acronym "BCC" stand for in email communication?

- A) Blind Carbon Copy
- B) Business Communication Code
- C) Basic Communication Course
- D) Business Correspondence and Composition

Answer: A) Blind Carbon Copy

3: Which of the following is NOT a type of non-verbal communication?

- A) Gestures
- B) Emails
- C) Posture
- D) Facial expressions

Answer: B) Emails

4: Which of the following communication styles focuses on assertiveness and cooperation?

- A) Passive
- B) Aggressive
- C) Passive-aggressive
- D) Assertive

Answer: D) Assertive

5: Which communication barrier refers to the tendency to perceive and interpret information according to preconceived beliefs?

- A) Physical barriers
- B) Psychological barriers
- C) Semantic barriers
- D) Cultural barriers

Answer: B) Psychological barriers


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6: In the context of communication, what does the acronym "CEO" stand for?

- A) Chief Executive Officer
- B) Customer Engagement Officer
- C) Communications and External Outreach
- D) Corporate Executive Operations

Answer: A) Chief Executive Officer

7: Which of the following is a formal method of communication used to transmit information within an organization?

- A) Grapevine
- B) Informal networks
- C) Circulars
- D) Rumors

Answer: C) Circulars

8: What type of communication style involves ignoring or dismissing the needs and feelings of others?

- A) Passive
- B) Aggressive
- C) Assertive
- D) Passive-aggressive

Answer: B) Aggressive

9: Which communication model identifies the sender, message, channel, receiver, and feedback as essential components?

- A) Shannon-Weaver model
- B) Aristotle's model
- C) Transactional model
- D) Linear model

Answer: A) Shannon-Weaver model

10: Which of the following is NOT a stage in the process of effective listening?

- A) Hearing
- B) Understanding
- C) Responding
- D) Judging

Answer: D) Judging



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Marking Scheme

Sr. No.	Assessment Component	Marks Allocation
1	Multiple-Choice Questions (MCQ)	20 marks
2	Total	20 marks

Kindly, consider it.

Thank you.



Head of MBA Department



CAMPUS DIRECTOR
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Aurangabad

Date:8/12/23

To,
Campus Director,
ICEEM
Aurangabad.

Subject: Proposal for Introducing a Course in "Excel Advance" for MBA FY Students for the Academic Year 2022-23

Respected Sir,

I am writing to propose the Introducing a Course in "Excel Advance" for MBA FY Students for the Academic Year 2022-23

This course explores the principles and practices of effective communication in business environments. Students will learn to communicate clearly, concisely, and persuasively through various mediums including written documents, presentations, and interpersonal interactions. Topics covered include:

I believe that introducing this course will significantly benefit our students and enhance the academic standards of our MBA Department. I kindly request you to consider this proposal and approve the introduction of "Excel Advance" as a part of the curriculum for the upcoming academic year. Thank you for considering my request. I am looking forward to your positive response.
Yours sincerely,

Name :- Dr. Deepmala Biradar.
Head of MBA Department

International Center for Excellence in Engineering & Management

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Course Objectives:

Excel Advance

- Gain proficiency in using complex functions such as VLOOKUP, INDEX-MATCH, and array formulas for advanced data manipulation.
- Understand and effectively use pivot tables to summarize, analyze, and present large datasets. Create dynamic pivot charts for insightful data visualization.
- Develop skills in creating macros to automate repetitive tasks and enhance workflow efficiency using VBA (Visual Basic for Applications).
- Implement sophisticated data validation rules and utilize conditional formatting techniques to highlight trends, anomalies, and key insights in data.
- Design and build dynamic dashboards and reports that provide interactive insights into complex datasets using slicers, timelines, and advanced charting techniques.
- Master advanced charting features to create visually appealing charts like combo charts, waterfall charts, and sparklines for effective data representation.
- Utilize Excel's collaboration tools to securely share workbooks, track changes, and manage access permissions for effective teamwork.
- Learn techniques to optimize data models, handle large datasets efficiently, and improve spreadsheet performance for complex analysis tasks.

Course Outline:

- Develop a solid understanding of Excel's interface, navigation, and basic functionalities.
- Data Entry and Formatting
- Efficiently enter and format data, including text, numbers, dates, and formatting cells for clarity and readability.
- Master essential Excel formulas and functions such as SUM, AVERAGE, IF, and VLOOKUP to perform calculations and data analysis tasks.
- Utilize tools like sorting, filtering, and conditional formatting to analyze and visualize data effectively.
- Create and customize PivotTables and PivotCharts to summarize, analyze, and present data insights dynamically.
- Enhance skills with advanced functions including INDEX-MATCH, SUMIFS, COUNTIFS, and array formulas for more complex data manipulation.



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Benefits to Students:

- **Improved Data Analysis Abilities:** Students can analyze large datasets more effectively, using advanced functions and tools like PivotTables and PivotCharts to extract meaningful insights from data.
- **Enhanced Problem-Solving Skills:** Mastering complex Excel formulas and functions fosters critical thinking and problem-solving abilities, applicable across various academic and professional scenarios.
- **Efficient Task Automation:** Knowledge of macros and VBA enables students to automate repetitive tasks, saving time and reducing errors in data entry and processing.
- **Advanced Reporting Capabilities:** Students can create dynamic dashboards and reports that visually represent data trends and patterns, enhancing their ability to communicate insights effectively.
- **Preparation for Professional Roles:** Advanced Excel skills are highly valued in many industries, preparing students for roles in data analysis, financial modeling, and business intelligence.
- **Academic Excellence:** With better organization and analysis of academic data, students can track their progress more effectively, manage study schedules, and improve overall academic performance.
- **Career Readiness:** Employers often seek candidates proficient in Excel for roles ranging from finance and accounting to marketing and operations, giving students a competitive edge in the job market.


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Excel Advance Assisment

Multiple-Choice Questions (MCQs) Test Paper

(20 Marks)

1. What does the VLOOKUP function in Excel do?
- A. Searches for a value in the first column of a table array and returns a value in the same row from another column
 - B. Calculates the average of selected numbers in a range
 - C. Counts the number of cells that contain numbers in a range
 - D. Checks if two cells are equal

Answer: A. Searches for a value in the first column of a table array and returns a value in the same row from another column

2. Which Excel function would you use to find the highest value in a range of cells?
- A. MAX B. SUM C. AVERAGE D. COUNT

Answer: A. MAX

3. In Excel, what does the formula =SUM(A1) do?
- A. Multiplies the values in cells A1 to A10
 - B. Divides the values in cells A1 to A10
 - C. Adds the values in cells A1 to A10
 - D. Finds the average of the values in cells A1 to A10

Answer: C. Adds the values in cells A1 to A10

4. Which Excel feature allows you to create dynamic reports by connecting to external data sources?
- A. PivotTables B. Data Validation C. Conditional Formatting D. Power Query

Answer: D. Power Query

5. What is the purpose of the IFERROR function in Excel?
- A. Counts the number of errors in a selected range
 - B. Checks if a cell contains an error value and returns a specified value if true
 - C. Calculates the sum of selected cells
 - D. Checks if two cells are equal

Answer: B. Checks if a cell contains an error value and returns a specified value if true

6. Which Excel function would you use to count the number of cells in a range that meet specific criteria?

7. A. COUNT B. AVERAGE C. COUNTIF D. SUMIF

Answer: C. COUNTIF


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8. What does the CONCATENATE function in Excel do?

- A. Adds numbers in selected cells
- B. Combines text from multiple cells into one cell
- C. Calculates the average of selected numbers in a range
- D. Divides numbers in selected cells

Answer: B. Combines text from multiple cells into one cell

9. In Excel, what does the formula =VLOOKUP(A2, B2, 3, FALSE) do?

- A. Searches for a value in column B and returns a value from column D
- B. Searches for a value in column A and returns a value from column B
- C. Searches for a value in column D and returns a value from column B
- D. Searches for a value in column B and returns a value from column C

Answer: A. Searches for a value in column B and returns a value from column D


10. Which Excel feature allows you to visualize trends and variations in data within a single cell? A. Goal Seek B. Data Validation C. Conditional Formatting D. Scenario Manager

Answer: C. Conditional Formatting

11. What is the purpose of the INDEX function in Excel?

- A. Returns the reference of a cell
- B. Returns the row number of a cell
- C. Returns the value of a cell at a specified row and column
- D. Returns the average value of selected cells

Answer: C. Returns the value of a cell at a specified row and column


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Marking Scheme

Sr. No.	Assessment Component	Marks Allocation
1	Multiple-Choice Questions (MCQ)	20 marks
2	Total	20 marks

Kindly, consider it.

Thank you.


Head of the Department

Date:18/12/23

To,
Campus Director,
ICEEM
Aurangabad.

Subject: Proposal for Introducing a Course in "Time Management" for MBA SY Students for the Academic Year 2022-23

Respected Sir,

I am writing to propose the Introducing a Course in "time Management" for MBA SY Students for the Academic Year 2022-23

Time management refers to the process of organizing and planning how to divide your time between specific activities effectively. It involves prioritizing tasks, setting goals, allocating resources, and scheduling activities to maximize productivity and achieve objectives. Effective time management helps individuals work smarter rather than harder, ensuring tasks are completed efficiently without feeling overwhelmed or stressed. Key aspects often include prioritization, setting deadlines, delegation, minimizing distractions, and maintaining a balance between work and personal life.

I believe that introducing this course will significantly benefit our students and enhance the academic standards of our MBA Department. I kindly request you to consider this proposal and approve the introduction of "Time Management" as a part of the curriculum for the upcoming academic year.


Thank you for considering my request. I am looking forward to your positive response.

Yours sincerely,



Name :- Dr. Deepmala Biradar.
Head of MBA Department

International Center for Excellence in Engineering & Management



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Course Objectives:

1. Understand Time Management Principles: Gain a comprehensive understanding of the principles and theories underlying effective time management.
2. Set Clear Goals and Priorities: Learn techniques to define and prioritize goals, aligning them with personal and organizational objectives.
3. Develop Planning and Scheduling Skills: Acquire skills in creating realistic schedules, task lists, and routines to optimize time usage.
4. Master Task Management Techniques: Learn strategies for breaking down tasks, delegating effectively, and managing projects efficiently.
5. Minimize Procrastination and Time Wasters: Identify common time wasters and develop strategies to overcome procrastination and maintain focus.
6. Handle Distractions and Interruptions: Learn methods to minimize distractions, handle interruptions, and stay focused on critical tasks.
7. Implement Productivity Tools and Technologies: Explore tools, apps, and technology that enhance productivity and time management efficiency.
8. Conduct Time Audits and Assessments: Develop skills to conduct time audits, analyze time usage patterns, and implement improvements based on findings.
9. Balance Workload and Personal Life: Understand the importance of work-life balance and develop strategies to achieve it through effective time management.
10. Continuous Improvement: Cultivate habits for ongoing self-assessment, reflection, and adjustment to continually improve time management practices.

Course Outline:

By the end of the course, students will be able to:

- Overview of Time Management Principles
- Importance of Effective Time Management
- Benefits of Improved Time Management Skills
- Setting SMART Goals (Specific, Measurable, Achievable, Relevant, Time-bound)
- Prioritization Techniques (Eisenhower Matrix, ABC Analysis)
- Aligning Goals with Personal and Organizational Objectives
- Creating Effective Time Blocks and Schedules
- Techniques for Planning Daily, Weekly, and Long-term Tasks
- Using Tools and Technology for Scheduling (Calendars, Apps)
- Breaking Down Tasks into Manageable Steps
- Strategies for Managing Projects Efficiently
- Delegation Techniques and Effective Task Assignment


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Benefits to Students:

Time management offers several significant benefits to students, enhancing their academic performance, personal well-being, and future success:

1. **Improved Academic Performance:** Effective time management helps students prioritize tasks such as assignments, projects, and study sessions. This allows them to allocate sufficient time to each subject or task, leading to better understanding of material and improved grades.
2. **Reduced Stress and Anxiety:** By managing their time effectively, students can avoid last-minute cramming and deadline pressures. This leads to reduced stress levels, better mental health, and an overall improved sense of well-being.
3. **Enhanced Productivity:** Time management skills enable students to work more efficiently. They can accomplish more in less time by setting clear goals, planning their study sessions, and eliminating distractions.
4. **Development of Self-Discipline:** Learning to manage time effectively requires discipline and self-control. Students develop these crucial life skills, which are valuable both academically and professionally.
5. **Opportunities for Personal Growth:** Effective time management allows students to pursue extracurricular activities, hobbies, and personal interests without compromising their academic responsibilities. This holistic approach fosters personal growth and a balanced lifestyle.
6. **Preparation for Future Challenges:** Mastering time management prepares students for the demands of higher education and the workforce. They learn to prioritize tasks, meet deadlines consistently, and adapt to changing circumstances—skills essential for future success.


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Time Management Assisment

Multiple-Choice Questions (MCQs) Test Paper

(20 Marks)

1. What is the primary purpose of time management?
 - A) To eliminate all tasks
 - B) To maximize productivity and efficiency
 - C) To procrastinate effectively
 - D) To work without breaks
 - Answer: B) To maximize productivity and efficiency
2. Which technique helps in prioritizing tasks based on urgency and importance?
 - A) ABC analysis
 - B) Random selection
 - C) Avoidance strategy
 - D) Overloading schedule
 - Answer: A) ABC analysis
3. What does the Eisenhower Matrix help in organizing?
 - A) Goals and objectives
 - B) Tasks based on urgency and importance
 - C) Social events
 - D) Reading materials
 - Answer: B) Tasks based on urgency and importance
4. What is a common consequence of poor time management?
 - A) Increased stress
 - B) Improved concentration
 - C) Decreased workload
 - D) Enhanced creativity
 - Answer: A) Increased stress
5. Which of the following is NOT a time management tool?
 - A) Calendar
 - B) Task list
 - C) Stopwatch
 - D) Randomizer
 - Answer: D) Randomizer
6. What is the first step in effective time management?
 - A) Checking emails
 - B) Setting clear goals
 - C) Taking random breaks
 - D) Ignoring deadlines
 - Answer: B) Setting clear goals


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7. Which strategy helps in overcoming procrastination?
- A) Setting SMART goals
 - B) Delaying important tasks
 - C) Multitasking without breaks
 - D) Avoiding planning
 - Answer: A) Setting SMART goals
8. How does effective time management impact productivity?
- A) Decreases productivity
 - B) Increases stress levels
 - C) Maximizes productivity
 - D) Reduces efficiency
 - Answer: C) Maximizes productivity
9. What is the benefit of creating a daily schedule?
- A) It increases randomness
 - B) It maximizes distractions
 - C) It enhances focus and organization
 - D) It reduces flexibility
 - Answer: C) It enhances focus and organization
10. What role does delegation play in time management?
- A) Increases personal workload
 - B) Enhances efficiency
 - C) Encourages procrastination
 - D) Eliminates tasks
 - Answer: B) Enhances efficiency

Marking Scheme

Sr. No.	Assessment Component	Marks Allocation
1	Multiple-Choice Questions (MCQ)	20 marks
2	Total	20 marks

Kindly, consider it.

Thank you.


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad


Head of the Department

Date:22/4/2021

To,
Dr. Deepmala Biradar,
Head of MBA Department.
ICEEM,


Subject: Sanction for the Introducing a Course in "Bussiness Communication" for MBA FY Students for the Academic Year 2021-22.

Dear Dr. Deepmala Biradar,

I am pleased to inform you that the College Development Committee has reviewed and approved your proposal to introduce Introducing a Course in "Bussiness Communication" for MBA FY Students for the Academic Year 2021-22.

We commend your initiative in proposing this course, which aligns with the college's commitment to providing our students with up-to-date and relevant educational opportunities.

Approved Course Details:
Course Title: Bussiness Communication
Department: MBA Department
Level: MBA
Academic Year: 2021-22


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Date:21/4/2021

To,
Dr. Deepmala Biradar,
Head of MBA Department.
ICEEM,

Subject: Sanction for the Introducing a Course in "SoftSkills" for MBA SY Students for the Academic Year 2021-22

Dear Dr. Deepmala Biradar,

I am pleased to inform you that the College Development Committee has reviewed and approved your proposal to introduce Introducing a Course in "SoftSkills" for MBA SY Students for the Academic Year 2021-22.

We commend your initiative in proposing this course, which aligns with the college's commitment to providing our students with up-to-date and relevant educational opportunities.

Approved Course Details:

Course Title: "SoftSkills"

Department: MBA Department

Level: MBA

Academic Year: 2021-22


CAMPUS DIRECTOR
International Centre of
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Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com

Date:10/12/23

To,
Dr. Deepmala Biradar,
Head of MBA Department.
ICEEM,


Subject: Sanction for the Introducing a Course in "Excel Advance" for MBA FY Students for the Academic Year 2022-23

Dear Dr. Deepmala Biradar,

I am pleased to inform you that the College Development Committee has reviewed and approved your proposal to introduce Introducing a Course in "Excel Advance" for MBA FY Students for the Academic Year 2022-23

We commend your initiative in proposing this course, which aligns with the college's commitment to providing our students with up-to-date and relevant educational opportunities.

Approved Course Details:
Course Title: in "Excel Advance"
Department: MBA Department
Level: MBA
Academic Year: 2022-23


CAMPUS DIRECTOR
International Centre of
Excellence In Engg. & MGMT.
Aurangabad

Date:20/12/23

To,
Dr. Deepmala Biradar,
Head of MBA Department.
ICEEM,


Subject: Sanction for the Introducing a Course in "Time Management" for MBA SY Students for the Academic Year 2022-23

Dear Dr. Deepmala Biradar,

I am pleased to inform you that the College Development Committee has reviewed and approved your proposal to introduce Introducing a Course in "Time Management" for MBA SY Students for the Academic Year 2022-23

We commend your initiative in proposing this course, which aligns with the college's commitment to providing our students with up-to-date and relevant educational opportunities.

Approved Course Details:
Course Title: "Time Management"
Department: MBA Department
Level: MBA
Academic Year: 22-23


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Aurangabad

Add.: Gut No.4, Opp. Bajaj Auto Ltd. Main Gate, Aurangabad- Pune National Highway, Aurangabad - 431136 (MS) India.

Telephone : 0240 - 2558101 to 10 | Telefax 0240 - 2558111

Website : www.iceemabad.com | E-mail : director@iceemabad.com

REF: ICEEM/MBA/CC/2021-22/01

Date :- 25/04/2022

Department:- Master of Business Administration

Notice

All MBA First-Year Students are hereby informed that the certification course with following details will start from 02/05/22.

Certificate Course:- Business Communication

Eligibility: MBA First-Year students

Course Duration: [30 Days]



Head of Department
Department:- Master of Business Administration



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Aurangabad

REF: ICEEM/MBA/CC/2021-22/02

Date :- 25/04/2022

Department:- Master of Business Administration

Notice

All MBA Second-Year Students are hereby informed that the certification course with following details will start from 02/05/22.

Certificate Course:- Soft skill Development

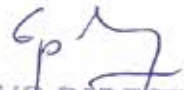
Eligibility: MBA Second-Year students

Course Duration: [30 Days]



Head of Department

Department:- Master of Business Administration



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Aurangabad

REF: ICEEM/MBA/CC/2022-23/01

Date :- 13/12/2023

Department:- Master of Business Administration

Notice

All MBA First-Year Students are hereby informed that the certification course with following details will start from 19/12/23.

Certificate Course:- Excel Advance

Eligibility: MBA First-Year students

Course Duration: [30 Days]



Head of Department

Department:- Master of Business Administration



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Aurangabad

REF: ICEEM/MBA/CC/2022-23/02

Date :- 22/12/2023

Department :- Master of Business Administration

Notice

All MBA Second-Year Students are hereby informed that the certification course with following details will start from 30/01/23.

Certificate Course :- Time Management

Eligibility: MBA Second-Year students

Course Duration: [30 Days]



Head of Department

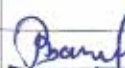
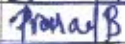
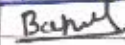
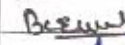
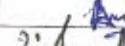


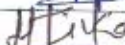
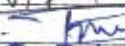
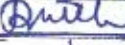

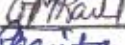

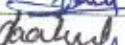
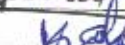
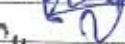
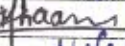



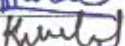


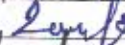

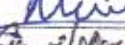
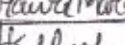
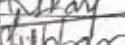
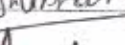
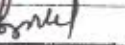
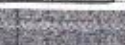



Department :- Master of Business Administration



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Certificate Course Distrubtion Record MBA First Year:-2021-2022

Course Name;- Bussiness Communication.

Sr No.	Name of Student	Signature
1	BANDGARA MANOJA MANOHARA	
2	BANDRE PRASAD RAJU	
3	BANSODE DIPALI NARAYAN	
4	BARWAL BHUMIKA BHARATSING	
5	BIRADAR ANIKET ANKUSH	
6	BIRADAR SADASHIV ANKUSH	
7	BODELE PRALAY PREMDAS	
8	CHAPE YOGESH SHRIMANT	
9	CHIMANKAR HEMANT TIKARAM	
10	CHOLE PREM SHIVAJI	
11	DEORE RUPALI BALIRAM	
12	DHAKNE AMOL PANDIT	
13	GADGE MRUNALI ANIL	
14	GAYKE SAVITA BABASAHEB	
15	GHOLVE MONIKA NAMDEO	
16	HIRKAR KEDAR BADRINATH	
17	HIWARKAR VICKY DILIP	
18	JADHAV PRASHANT SHALIKRAM	
19	JOSHI NIKHIL GAJANAN	
20	KADAM SHUBHAM RAMESH	
21	KAKDEA MOHITA SHARADA	
22	KALYANKAR POOJA DEVIDAS	
23	KASLIWAL RICHA MANOJKUMAR	
24	KHANDRE SHUBHAM ANIL	
25	KHEDKAR SUREKHA AJINATH	
26	KULDHAR AARATI DIPAK	
27	LAGHANE KRUSHNA DNYANESHWAR	
28	LOHAR MAHESH ATMARAM	
29	MANEE AKASHA SANJAYA	
30	MARATHE ARVIND GAURISHANKAR	
31	MIRGEA AKSHAY KAUTIK	
32	MUNDHE SHUBHAM KESHAV	
33	NAGRALE PRADNYA BABURAO	
34	PANDURE PIYUSH GANESH	

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35	PATIL OMKAR SOMNATH	Patil
36	PAWAR PAYAL VASNTA	Payal
37	PAWAR SHARAD VILAS	Sharad
38	RATHOD PANKAJ KAILAS	Pankaj
39	SAKARE RUPESH GANESH	Rupesh
40	SATPUTE AMOL RAMESH	Amol
41	SHEJWAL TUSHAR SHANTILAL	Tushar
42	SHINDE BABASAHEB DYANDEV	Babal
43	SURWASE SHRIPAD PRAKASH	Shripad
44	TANDALE SUMIT SANTOSH	Sumit
45	TELGAD SHANKAR NIVARTTI	Shankar
46	THAPA PAYAL SHYAM	Payal
47	THOOL PANKAJ KISHOR	Pankaj
48	THORAT ANIKET BALU	Aniket
49	BANDGARA MANOJA MANOHARA	Manoja
50	BANDRE PRASAD RAJU	Prasad
51	BANSODE DIPALI NARAYAN	Dipali
52	BARWAL BHUMIKA BHARATSING	B. Bhumika
53	BIRADAR ANIKET ANKUSH	Aniket
54	BIRADAR SADASHIV ANKUSH	Sadashiv
55	BODELE PRALAY PREMDAS	Pralay
56	CHAPE YOGESH SHRIMANT	Yogesh
57	CHIMANKAR HEMANT TIKARAM	Hemant
58	CHOLE PREM SHIVAJI	Prem
59	DEORE RUPALI BALIRAM	Rupali
60	BANDGARA MANOJA MANOHARA	Manoja
61	BANDRE PRASAD RAJU	Prasad



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Certificate Course Distrubtion Record MBA Second Year:-2021-2022

Course Name;- Softskills.

Sr No.	Name of Student	Signature
1	BHAPKAR SANKET APPA	Sanket
2	CHAUDHARI PALLAVI NARAYAN	Pallavi
3	GAIKWAD MUNJA EKNATH	Munja
4	GIRI MANGESH BHIKACHAND	Mangesh
5	GORE CHAYA ASHOK	Chaya
6	JADHAV SANDIP DEVRAO	Sandip
7	JADHAV SHAILESH VIJAY	Shayali
8	JAMDADE GOVIND PUNJAREAM	Govind
9	KOKATE PRITHVIRAJ BADRINATH	Prithviraj
10	KURHADE SOMESH YASHWANTRAO	Somesh
11	MORE RAHUL BHIMRAO	Rahul
12	NADE ADARSH BABULAL	Adarsh
13	PACHUNDE NITESH GAJANAN	Nitesh
14	PATKI RENUKA LAKSHMAN	Renuka
15	SHELKE ROHAN SHRIPATI	Rohan
16	RAGADE PRAMOD(Repeater)	Pramod
17	BHISE NITIN BABULAL	Nitin
18	BHOI PAWAN NARENDRA	Pawan
19	CHOPDE PARMESHWAR BALIRAM	Parmeshwar
20	DABHADE SHUBHAM SUGANDH	Shubham
21	DHANAYAT GAURAV RAMESHWAR	Gaurav
22	MATKAR VISHAL BALKRUSHNA	Vishal
23	PRADHAN AJAY RAMDAS	Ajay
24	WAGHMARE SAURABH SURESH	Saurabh
25	BANKAR ANIKET ARUN	Aniket
26	BANKAR ASMITA ARUN	Asmita
27	BARVE MAYURI NANDU	Mayuri
28	BEDRE VAISHNAVI MAHESH	Vaishnavi
29	DIGHOLE JYOTI VASANT	Jyoti
30	JAGTAP AVINASH SUNIL	Avinash
31	JAIN VRUSHABH SUNILKUMAR	Vrushabh
32	KIRTIKAR KRUSHNA BHIMRAO	Krushna
33	MORE JAYKUMAR SAGAR	Jaykumar
34	NIKAM CHAYA DAGDU	Chanya

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35	NIKAM RAHUL DAGDU	<i>Rahul</i>
36	PARDESHI RUSHIKESH NARENDRA	<i>Narendra</i>
37	PAWAR SHUBHAM APPARAO	<i>Shubham</i>
38	POWADE VISHAL ANANDRAO	<i>Vishal</i>
39	PULKUNDWAR KAUSTUBH RAMAKANT	<i>Ramakant</i>
40	SINGH NIKITA MANOJ	<i>Nikita</i>
41	TAMBILE RAJNI PRADIP	<i>Rajni</i>
42	UBALE ANAND MILIND	<i>Anand</i>
43	YENARE PRATIKSHA RAMDAS	<i>Pratiksha</i>
44	SARODE MANGESH GANESH	<i>Mangesh</i>
45	KHAPLE ADITYA VASUDEV	<i>Aditya</i>
46	KHARAT ANIL EKNATH	<i>Anil</i>
47	LAVHERA HARISH VISHNU	<i>Harish</i>
48	SALVE RAHUL LAKSHMIKANT	<i>Rahul</i>
49	SHIRSATH JEEVAN PRABHAKAR	<i>Jeevan</i>
50	BALANDE UMESH SONAJI	<i>Umesh</i>
51	DHORKULE VISHAL BABASAHEB	<i>Vishal</i>
52	NANDANE VINAYAK RAMRAO	<i>Vinayak</i>
53	NIKAM AISHWARYA GOROBA	<i>Aishwarya</i>
54	SHINDE PRAVIN SOPAN	<i>Pravin</i>
55	VERMA MANOJ KUMAR MANOHARLAL	<i>Manoj</i>
56	WAGH ASHISH DEVIDAS	<i>Ashish</i>
57	WAGH BHUSHAN TUKARAM	<i>Bhushan</i>
58	GAJBHAR NAGESH	<i>Nagesh</i>
59	GAIKWAD PRIYANKA ASHISH	<i>Priyanka</i>
60	HUMBE AVINASH BHIMRAO	<i>Avinash</i>
61	SONAWANE SHAMAL RAMESH	<i>Shamal</i>

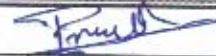
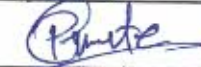
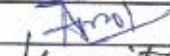
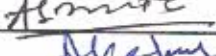

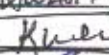

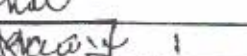

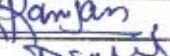

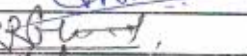
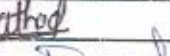
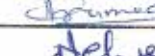
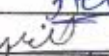

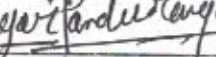
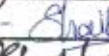
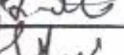


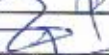
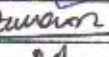
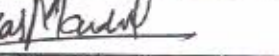
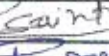
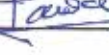



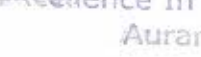
6/17
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 Aurangabad

Certificate Course Distrubtion Record MBA First Year:-2022-2023.

Course Name;- Exçel Advance.

Sr No.	Name of Studentsd	Signature
1	AMBEGAVE BALAJI BHAGWAT	BABhagwat
2	AUTE VISHVAJIT BALASAHEB	Aute
3	AVACHAR NITIN DATTARAO	Nitin
4	BAMBOLE MAYURI LAXMAN	Mayuri
5	BHOGE VINOD SANTARAM	Vinod
6	CHAVAN PRATHMESH RAVINDRA	Prathmesh
7	CHIDE AKSAY SHRIRAM	Akshay
8	CHITRE MAYURI BHAGWAT	Mayuri
9	DESAI SHEKHAR RAMDAS	Shekhar
10	DHANAYAT PRATIK CHANDANLAL	Pratik
11	GANRAJ MANOJ	Manoj
12	GAVHANE DEEPALI SURYABHAN	Deepali
13	GAWANDE POOJA BHARAT	Pooja
14	GHUGE MANOHAR DINKAR	Manohar
15	JADHAV AJAY SURAYBHAN	Ajay
16	JADHAV DIKSHA GAUTAM	Diksha
17	JADHAV HEMANT LAXMANRAO	Hemant
18	JADHAV PRAVIN LAXMANRAO	Pravin
19	JADHAV SAGAR PRAKASH	Sagar
20	JAGDHANE SONALI RUPCHAND	Sonali
21	JAGTAP PRAJAKTA RAMBHAU	Prajakta
22	JAGTAP SAVITA SANJAY	Savita
23	KADAM SACHIN NARAYAN	Sachin
24	KAMBALE MILIND BANDUJI	Milind
25	KAMBLE GOKUL UTTAMRAO	Gokul
26	KAMBLE SHIRIKANT SHRAVAN	Shrikant
27	KANKUTE SWAPNIL LAXMAN	Swapnil
28	KAWADE PRADIP VILAS	Pradip

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29	KHEDKAR PRAVIN DILEEP	
30	KUNTE POOJA TUKARAM	
31	MAGAR AMOL SHIVAJI	
32	MATHKARI ASMITA ACHUYTRAO	
33	MOREY AKSHAY VASANTRAO	
34	NAVGIRE ASHISH PADMAKAR	
35	NIRHALI KALYANI KISHOR	
36	NIRMAL SWAPNIL DEVENDRA	
37	NIRMAL VEDIKA DEVENDRA	
38	PADALKAR NAGESHWAR MARUTI	
39	PANCHALSWATI CHAKRADHAR	
40	PARSODE KIRTI RANJAN	
41	PATIL AJAYKUMAR	
42	PAWAR VISHAL MAROTRAO	
43	RAJURKAR RUPESH GOVINDRAO	
44	RATHOD DILIP RAMESH	
45	SADHYE PRAMOD RAMNATH	
46	SALUNKE NEHA SHALIKRAO	
47	SALVE SUMEET KAILAS	
48	SANJAY VYANKAT RATHOD	
49	SARKATE SAGAR PANDURANG	
50	SHAIKH PERVEZ RAFIK	
51	SHANTANU SANJAY MADKAR	
52	SHARMA ABHISHEKH	
53	SHELAR BHAGWAN SHIVLAL	
54	SHETE SHUBHAM SUBHASH	
55	SHIKHARE VINOD BHAULAL	
56	SHINGATE PAWAN MOHAN	
57	SHIRSAT VIKAS MHATARDEV	
58	SONAWANE PRAMOD SIDDHART	
59	SURYAWANSHI PAWAN DEEPAK	


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Excellence In Engg. &
Aurangabad

Certificate Course Distribution Record MBA Second Year:-2022-2023.


Course Name;- Time Management.

Sr No.	Name of Students	Signature
1	AUTE VISHVAJIT BALASAHEB	<i>V. B. Aute</i>
2	KANKUTE SWAPNIL LAXMAN	<i>Sw. Kankute</i>
3	PADALKAR NAGESHWAR MARUTI	<i>N. Padalkar</i>
4	NAVGIRE ASHISH PADMAKAR	<i>A. Navgire</i>
5	RAJURKAR RUPESH GOVINDRAO	<i>R. Rajurkar</i>
6	RATHOD DILIP RAMESH	<i>D. Rathod</i>
7	AMBEGAVE BALAJI BHAGWAT	<i>B. Ambegave</i>
8	BAMBOLE MAYURI LAXMAN	<i>M. Bambole</i>
9	CHIDE AKSHAY SHRIRAM	<i>A. Chide</i>
10	GAVHANE DEEPALI SURYABHAN	<i>D. Gavhane</i>
11	JADHAV AJAY SURAYBHAN	<i>A. Jadhav</i>
12	JADHAV HEMANT LAXMANRAO	<i>H. Jadhav</i>
13	JADHAV PRAVIN LAXMANRAO	<i>P. Jadhav</i>
14	JAGDHANE SONALI RUPCHAND	<i>S. Jagdhane</i>
15	JAGTA PRAJAKTA RAMBHAU	<i>P. Jagta</i>
16	KADAM SACHIN NARAYAN	<i>S. Kadam</i>
17	KUNTE POOJA TUKARAM	<i>P. Kunte</i>
18	MATHKARI ASMITA ACHUYTRAO	<i>A. Mathkari</i>
19	PANCHAL SWATI CHAKRADHAR	<i>S. Panchal</i>
20	SHANTANU SANJAY MADKAR	<i>S. Shantanu</i>
21	SHIKHARE VINOD BHAULAL	<i>V. Shikhare</i>
22	SHINGATE PAWAN MOHAN	<i>P. Shingate</i>
23	WANKHEDE SATISH SURESHRAO	<i>S. Wankhede</i>
24	PARSODE KIRTI RANJAN	<i>K. Parsode</i>
25	TAYDE BHUSHAN SATISH	<i>B. Tayde</i>
26	AVACHAR NITIN DATTARAO	<i>N. Avachar</i>
27	CHAVAN PRATHMESH RAVINDRA	<i>P. Chavan</i>
28	CHITRE MAYURI BHAGWAT	<i>M. Chitre</i>

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29	JADHAV SAGAR PRAKASH	Sagar
30	KAWADE PRADIP VILAS	Pradip
31	NIRHALI KALYANI KISHOR	Nirhalani
32	TAKSANDE KOMAL RAJKUMAR	Komal
33	WANAVE GOKUL PADMAKAR	Wanave
34	BHOGE VINOD SANTARAM	Vinod
35	DHANAYAT PRATIK CHANDANLAL	Pratik
36	GAWANDE POOJA BHARAT	Pooja
37	KAMBALE MILIND BANDUJI	Milind
38	KAMBLE GOKUL UTTAMRAO	Gokul
39	NIRMAL SWAPNIL DEVENDRA	Swapnil
40	NIRMAL VEDIKA DEVENDRA	Vedika
41	PAWAR VISHAL MAROTRAO	Vishal
42	SALVE SUMEET KAILAS	Sumeet
43	SHELAR BHAGWAN SHIVLAL	Shelar
44	SURYAWANSHI PAWAN DEEPAK	Pawan
45	TRIBHUVAN SIDDHANT RAJU	Tribhuvan
46	WALUNJ SATYAM BHAGWAN	Satyam
47	DESAI SHEKHAR RAMDAS	Shekhar
48	GANRAJ MANOJ SUBHASH	Manoj
49	GHUGE MANOHAR DINKAR	Manohar
50	KHEDKAR PRAVIN DILEEP	Pravin
51	MAGAR AMOL SHIVAJI	Amol
52	SARKATE SAGAR PANDURANG	Sagar
53	SHAIKH PERVEZ RAFIK	Pervez
54	SHARMA ABHISHEKH	Abhishek
55	SHETE SHUBHAM SUBHASH	Shete
56	TUPE MANGESH BHIMRAO	Tupe
57	JAGTAP SAVITA SANJAY	Savita
58	RATHOD SANJAY VYANKAT	Sanjay
59	SHAIKH MOHD BAHAUDDIN	Mohd


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