



ST. WILFRED'S COLLEGE OF ARTS, COMMERCE & SCIENCE

(Affiliated to Mumbai University)

Opp. Ayush Resort, Near Shedung Toll Plaza, Old Mumbai-Pune Highway, Panvel, Navi Mumbai-410206
Ph. No. +91-8655678500, 9699625148 • College Code 1033 • E-mail: stwilfred.acs@gmail.com • website : www.stwilfreds.org

“Specialization Training Course”

November 10, 2023 to December 30, 2023

Conducted by- Department of Science

Faculty Name- Dr. Mohan Galande



St. Wilfred's College of Arts, Commerce & Science

Value Added Course



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Where the mind is without fear! where the head is held high!



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Principal
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Ref. No.

Date: 03/11/2023

NOTICE


It is to inform all the members of Program Academic Advisory Cell (PAAC) that there will be a meeting on 03/11/2023 at 12.00 PM in Seminar Room to discuss about the various academic activities for the upcoming session. All concerned are requested to attend the meeting on time and be prepared to contribute to the discussion.


Principal

CC :-

1. All members of IQAC




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CC :-

1. All members of IQAC



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Minutes of Meeting

Date: 04/11/2023

Time: 12:00 PM

Place: Seminar Room

Attendees:

S.No.	Name	Designation	Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Agenda:

1. To organize Alumni, meet and farewell for the final year students.
2. To conduct student exit survey.
3. To discuss important questions for Mumbai University examination.
4. Soft skills training for placement and internship.
5. Analysis of slow learner and their mentoring.
6. To discuss about the conduction of Mumbai University practical examination.
7. Submission of dissertation and projects by students.
8. To organize seminars by final year students.
9. To conduct remedial classes for weak learners on difficult topics on Saturdays.
10. To organize science exhibition, Panache, departmental quizzes, Industrial trips, surveys etc.
11. To organize Value added courses for Semester 2nd Students

Minutes:

The meeting was called to order by Principal at 12.PM in Seminar Room. The attendees were welcomed, and the agenda for the meeting was presented.

1. **To organize Alumni, meet and farewell for the final year students:** The Principal proposed organizing an Alumni meet to facilitate interactions between current students and successful graduates. The event will serve as an opportunity for networking, mentorship, and sharing experiences. Additionally, a farewell program will be arranged



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to bid farewell to the final year students and celebrate their achievements. The specific dates and details of these events will be decided in consultation with the concerned faculty members and student representatives.

2. **To conduct student exit survey:** The Principal suggested conducting a student exit survey to gather feedback from graduating students. The survey will focus on their overall college experience, including academic programs, infrastructure, faculty support, extracurricular activities, and placement opportunities. The feedback received will help in assessing the college's strengths and areas for improvement.
3. **To discuss important questions for Mumbai University examination:** The Principal highlighted the need to discuss and finalize the important questions for the upcoming University examination. Faculty members were encouraged to collaborate and share their expertise in determining the key topics and questions that students should focus on during their exam preparation. This will ensure that students are well-prepared for the examination.
4. **Soft skills training for placement and internship:** To enhance students' employability and prepare them for the professional world, the Principal proposed conducting soft skills Training programs. These programs will focus on improving students' communication skills, teamwork abilities, time management, and overall personality development.
5. The Training will specifically target placement and internship opportunities, equipping students with the necessary skills to succeed in their future careers.
6. **Analysis of slow learners and their mentoring:** The Principal emphasized the importance of identifying and addressing the needs of slow learners. It was suggested to analyze the performance and progress of such students and provide them with personalized mentoring and support. Faculty members were requested to closely monitor the academic progress of slow learners and implement strategies to help them overcome their challenges.
7. **To discuss the conduction of Mumbai University practical examination:** The Principal proposed a discussion on the conduction of practical examinations. The logistics, evaluation criteria, and assessment procedures for the practical exams will be determined and communicated to the faculty members. It was emphasized that the practical examinations should provide a fair and comprehensive assessment of students' practical knowledge and skills.
8. **Submission of dissertations and projects by students:** The Principal reminded the faculty members about the submission deadline for dissertations and projects by the students. Clear instructions and guidelines regarding the format, content, and submission process should be provided to the students to ensure a smooth submission process.



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9. **To organize seminars by final year students:** To showcase the research and academic achievements of the final year students, the Principal suggested organizing seminars where they can present their findings and share their knowledge with the college community. This will provide a platform for intellectual exchange and foster a culture of academic engagement.
10. **To conduct remedial classes for weak learners on difficult topics on Saturdays:** The Principal recommended organizing remedial classes on Saturdays to provide additional support to weak learners. These classes will focus on addressing difficult topics and concepts, helping students overcome their challenges and improve their understanding. Faculty members were encouraged to volunteer and contribute to these remedial classes.
11. **To organize science exhibition, Panache, departmental quizzes, industrial trips, surveys, etc.:** The Principal proposed organizing various extracurricular activities and events, such as science exhibitions, cultural events like Panache, departmental quizzes, industrial trips, and surveys. These activities will provide students with opportunities for practical learning, creative expression, and holistic development.
12. **To organize Value added courses for Semester 2nd Students**
The Principal elaborated on the importance of providing value-added courses to enhance the academic experience and skill set of students. Various suggestions were put forth regarding the types of value-added courses that could be beneficial for Semester 2nd students. Suggestions included courses related to communication skills, coding, financial literacy, and career development.

Action Items:

1. The Principal will coordinate with faculty members and student representatives to finalize the dates and details of the Alumni meet and farewell program.
2. Faculty members will develop and conduct the student exit survey, ensuring comprehensive feedback is collected.
3. Faculty members will collaborate to finalize important questions for the upcoming MUMBAI UNIVERSITY examination.
4. The administration will organize soft skills training programs, focusing on placement and internship opportunities.
5. Faculty members will identify slow learners, provide personalized mentoring, and monitor their progress.
6. Faculty members will discuss and plan the conduction of MUMBAI UNIVERSITY practical examinations, ensuring fairness and thorough assessment.
7. The administration will remind students about the submission deadline for dissertations and projects, providing clear guidelines.
8. The administration will facilitate the organization of seminars by final year students, allowing them to showcase their research and knowledge.
9. Faculty members will schedule remedial classes for weak learners on Saturdays, focusing on difficult topics.



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10. The administration will coordinate the organization of science exhibitions, Panache, departmental quizzes, industrial trips, surveys, and other extracurricular activities.

11. The Academic Committee will compile a list of potential value-added courses based on the suggestions provided during the meeting.

These action items will be followed up on in subsequent meetings to track progress and ensure the successful implementation of the proposed agendas.

Closing:

Principal expressed gratitude to the staff members for their active participation and valuable input during the meeting. It was emphasized that their collaboration and dedication are essential in implementing the discussed agendas successfully. The staff members were encouraged to further develop and refine these proposals and work collectively towards the holistic development of the students.

The meeting concluded at 02.00 PM. The next meeting will be scheduled and communicated to the committee members accordingly.

Principal

CC :-

1. All members of IQAC



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Date-06/11/2023

Notice

We are pleased to inform all the students that the Value Added Course (VAC)-
Specialization Training Course classes will commence from **10 November, 2023**. This course is designed to provide additional skills and knowledge beyond the regular curriculum, enhancing your learning experience and improving your career prospects.

Details of the VAC Classes:

Start Date: 2 September, 2023

Timings: 3:00 PM to 4:00 PM (Monday to Saturday)

Faculty Coordinator- Dr. Mohan Galande

Principal

CC-
IQAC Head
HOD of all departments



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Date-06/11/2023

Circular

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Details of the VAC Classes:

Start Date: 10 November, 2023

Timings: 3:00 PM to 4:00 PM (Monday to Saturday)

Faculty Coordinator- Dr. Mohan Galande

Principal

CC-

IQAC Head

HOD of all departments



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Value Added Course: Specialization Training Course Program Expected Outcomes

On completion of the course, student will be able to-

- Participants will gain expertise in advanced Excel functions and formulas.
- Participants will learn advanced data analysis techniques in Excel.
- conditional formatting, and slicers, to summarize, manipulate, and visualize large datasets effectively.
- Participants will explore advanced Excel features and tools for automating repetitive tasks and increasing productivity, including macros.
- Participants will learn how to design professional-quality dashboards and reports in Excel, incorporating interactive charts, graphs, and pivot tables to present data visually and intuitively.
- Participants will develop skills in data cleaning and transformation using Excel, including techniques for handling missing data.
- Participants will learn how to build complex financial models and perform financial analysis using Excel, including techniques for budgeting, forecasting.
- Participants will explore advanced Excel features for collaboration and sharing, including sharing workbooks, protecting worksheets, and tracking changes, enabling them to collaborate effectively with colleagues and maintain data security and integrity.
- Participants will develop problem-solving and troubleshooting skills for resolving common Excel issues and errors.
- Participants will have the opportunity to obtain certification in Advanced Excel skills.
- validating their proficiency and enhancing their credibility and marketability in the job market.



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Value Added Course: Specialization Training Course Program COURSE OUTCOME

Subject	Specialization Training Course
CO1	Apply specialized knowledge and skills to real-world projects, case studies, or simulations within the chosen specialization.
CO2	Advance career prospects and opportunities by acquiring specialized knowledge, skill.
CO3	Enhance problem-solving abilities by applying specialized knowledge and skills to analyze complex problems, develop solutions.




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Value Added Course Specialization Training Course

(November 10 ,2023 to 2 January 2,2024)

Syllabus

Topic	Week Days
<ul style="list-style-type: none">An overview of the specialization areaIts importance, relevance, and applications in various industries.Basic principles, theories, and concepts that form the basis of the specialization area.	Monday-Saturday
<ul style="list-style-type: none">In-depth exploration of advanced conceptsmethodologies, or techniques relevant to the specialization areaThis section often covers cutting-edge research	Monday-Saturday
<ul style="list-style-type: none">Hands-on training or practical exercises aimed at developing specific skills necessary for success in the specialization areaThis may include software toolsTechnical skills, analytical methods, or problem-solving techniques.	Monday-Saturday
<ul style="list-style-type: none">Analysis of real-world examples, case studies, or industry scenarios to illustrate how concepts and skills learned in the course are applied in practice.This section provides context and helps participants understand the practical implications of the specialization area.his hands-on experience is essential for reinforcing learning and building competency.	Monday-Saturday
<ul style="list-style-type: none">Methods for assessing participant progress and understanding throughout the course.This may include quizzes, exams, assignments, projects, or presentations.Recommended textbooks, articles.	Monday-Saturday



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Syllabus: Specialization Training Course

Unit-I

1. An overview of the specialization area
2. Its importance, relevance, and applications in various industries.
3. Basic principles, theories, and concepts that form the basis of the specialization area.

Unit -II

1. In-depth exploration of advanced concepts
2. Methodologies, or techniques relevant to the specialization area
3. This section often covers cutting-edge research

Unit- III

1. Hands-on training or practical exercises aimed at developing specific skills necessary for success in the specialization area
2. This may include software tools
3. Technical skills, analytical methods, or problem-solving techniques.

Unit-IV

1. Analysis of real-world examples, case studies, or industry scenarios to illustrate how concepts and skills learned in the course are applied in practice.
2. This section provides context and helps participants understand the practical implications of the specialization area.
3. This hands-on experience is essential for reinforcing learning and building competency.

Unit-V

1. Methods for assessing participant progress and understanding throughout the course.
2. This may include quizzes, exams, assignments, projects, or presentations.
3. Recommended textbooks, articles



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Time Table Specialization Training Course

W.e.f.: 10/11/2023

Days	Subject	Time
Monday	Specialization Training Course	03:00-04:00PM
Tuesday	Specialization Training Course	03:00-04:00PM
Wednesday	Specialization Training Course	03:00-04:00PM
Thursday	Specialization Training Course	03:00-04:00PM
Friday	Specialization Training Course	03:00-04:00PM
Saturday	Specialization Training Course	03:00-04:00PM

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Copy to:

- Vice Principal/HOD's of all Departments
- IQAC Head



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Lesson Plan Specialization Training Course

Unit	Topic	Weekdays	Allotment
Unit-I	An overview of the specialization area Its importance, relevance, and applications in various industries.	Monday-Saturday	03:00-04:00PM
Unit-I	Basic principles, theories, and concepts that form the basis of the specialization area.	Monday-Saturday	03:00-04:00PM
Unit-II	In-depth exploration of advanced concepts methodologies, or techniques relevant to the specialization area	Monday-Saturday	03:00-04:00PM
Unit-II	This section often covers cutting-edge research	Monday-Saturday	03:00-04:00PM
Unit-III	Hands-on training or practical exercises aimed at developing specific skills necessary for success in the specialization area this may include software tools	Monday-Saturday	03:00-04:00PM
Unit-III	Technical skills, analytical methods, or problem-solving techniques.	Monday-Saturday	03:00-04:00PM
Unit-IV	Analysis of real-world examples, case studies, or industry scenarios to illustrate how concepts and skills learned in the course are applied in practice	Monday-Saturday	03:00-04:00PM
Unit-IV	This hands-on experience is essential for reinforcing learning and building competency.	Monday-Saturday	03:00-04:00PM
Unit-V	Methods for assessing participant progress and understanding throughout the course.	Monday-Saturday	03:00-04:00PM
Unit-V	Recommended textbooks, articles	Monday-Saturday	03:00-04:00PM



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APPLICATION FORM

Add On Course-"Specialization Training Course"

Student's Name :

Father's Name :

Class :

Percentage of Marks obtained in Last Qualifying Examination:

Date of Admission in this Institution:

Phone No. :

Mobile :

DETAILS OF ADD ON COURSES

Parent's Signature:

Student's Signature:

.....

Date:

Date:

Reference

Signature of Counsellor:

Name of Counsellor :

Remarks of Counsellor :

Remarks of Principal :



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“Specialization Training Course ”

November 10, 2023 to December 30, 2024

Enrolled List:-

S. No.	Class	Name
1.	B.M.S	PatilRuchika Rajesh
2.	B.M.S	Jain SahilRajmal
3.	B.M.S	KalamkarSahil Deepak
4.	B.M.S	BhosaleSaloniSantosh
5.	B.M.S	GaikarSamadhanDamodar
6.	B.M.S	Sonar Sameer Sarjan
7.	B.M.S	Khan Sameer Shakil
8.	B.M.S	MhatreSanikaChandrakant
9.	B.M.S	DsouzaSheetal James
10.	B.M.S	YadavShruti Suresh
11.	B.M.S	BhagatSiddheshKaluram
12.	B.M.S	KiraveSnehaSachin
13.	B.Sc. CS	Ansari Sameer Usman
14.	B.Sc. CS	ChoudharySattyam Kumar
15.	B.Sc. CS	ChaudhariSayali Hanuman
16.	B.Sc. CS	Lotankar Siddhi Nandkumar
17.	B.Sc. CS	Sharma Sonal Prasad
18.	B.Sc. IT	YadavAshishGhanshyam
19.	B.Sc. IT	ShedgeShrikantShantaram
20.	B.Sc. IT	SalviSuraj Narayan
21.	B.Sc.	KambleDhananjayMadan
22.	B.Sc.	Jivika Singh
23.	B.Sc.	NikamPrem Deepak
24.	B.Sc.	Sirkhot Sana Altaf
25.	B.Sc.	ParulekarShivaniVinayak
26.	B.Sc.	SumitJaiswal
27.	B.Sc.	ChauguleTanviDashrath
28.	B.Sc.	KondilkarVaibhavi Ashok
29.	B.Sc.	WangkheyongShangkey
30.	B.Sc.	Thakur YogitaVasant
31.	B.A.	Singh Arpit Ashok
32.	B.A.	AyushiUmesh Patel
33.	B.A.	Solomon Faustina Stanislaus
34.	B.A.	JamadarIfraMehiboob
35.	B.A.	JiyaBapna
36.	B.A.	KurangaleMehul Deepak
37.	B.A.	RehmanNamiraShafiqur
38.	B.A.	JadhavNikarshRavindra
39.	B.A.	ShanglooShikhar Sanjay
40.	B.A.	Desai ShivangiChandrashekhar



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S. No.	Class	Name
41.	B.Sc. (CS)	Desai AtharvaArun
42.	B.Sc. (CS)	ShrivastavDhirajShrivastav
43.	B.Sc. (CS)	HambirPrathameshPratish
44.	B.Sc. (CS)	Ansari Sameer Usman
45.	M.Sc.	Lad JeevanAvinash
46.	M.Sc.	ShirkeJivanPandharinath
47.	M.Sc.	GavadeKalpesh Ashok
48.	M.Sc.	PatilKiranVithhal
49.	M.Sc.	LaleKrutikaYashwant
50.	M.Sc.	PatilMayuri Sanjay
51.	M.Sc.	MiteshRavindraHushar
52.	M.Sc.	MundheMrunaliAnand
53.	M.Sc.	PatilNeha Ramesh
54.	M.Sc.	Desai Prasad Gorkhnath
55.	M.Sc.	AngrePratikshaRambhau
56.	M.Sc.	Patil Raj Vasudev
57.	M.Sc.	MahabaleRasikaDevji
58.	M.Sc.	PatilRinku Ashok
59.	M.Sc.	MalkarSahilSadashiv
60.	M.Sc.	Lad JeevanAvinash



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November 10, 2023 to December 30, 2024

Attendance Sheet

S. No.	Class	Name	Signature	November/December																			
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3.	B.M.S	KalamkarSahil Deepak																					
4.	B.M.S	BhosaleSaloniSantosh																					
5.	B.M.S	GaikarSamadhanDamodar																					
6.	B.M.S	Sonar Sameer Sarjan																					
7.	B.M.S	Khan Sameer Shakil																					
8.	B.M.S	MhatreSanikaChandrakant																					
9.	B.M.S	DsouzaSheetal James																					
10.	B.M.S	YadavShruti Suresh																					
11.	B.M.S	BhagatSiddheshKaluram																					
12.	B.M.S	KiraveSnehaSachin																					
13.	B.Sc. CS	Ansari Sameer Usman																					
14.	B.Sc. CS	ChoudharySattyam Kumar																					
15.	B.Sc. CS	ChaudhariSayali Hanuman																					
16.	B.Sc. CS	Lotankar Siddhi Nandkumar																					
17.	B.Sc. CS	Sharma Sonal Prasad																					
18.	B.Sc. IT	YadavAshishGhanshyam																					
19.	B.Sc. IT	ShedgeShrikantShantaram																					
20.	B.Sc. IT	SalviSuraj Narayan																					
21.	B.Sc.	KambleDhananjayMadan																					
22.	B.Sc.	Jivika Singh																					
23.	B.Sc.	NikamPrem Deepak																					
24.	B.Sc.	Sirkhot Sana Altaf																					
25.	B.Sc.	ParulekarShivaniVinayak																					
26.	B.Sc.	SumitJaiswal																					
27.	B.Sc.	ChauguleTanviDashrath																					
28.	B.Sc.	KondilkarVaibhavi Ashok																					
29.	B.Sc.	WangkheyongShangkey																					
30.	B.Sc.	Thakur YogitaVasant																					
31.	B.A.	Singh Arpit Ashok																					
32.	B.A.	AyushiUmesh Patel																					
33.	B.A.	Solomon Faustina Stanislaus																					
34.	B.A.	JamadarIfraMehiboob																					
35.	B.A.	JiyaBapna																					
36.	B.A.	KurangaleMehul Deepak																					
37.	B.A.	RehmanNamiraShafiqur																					
38.	B.A.	JadhavNikarshRavindra																					
39.	B.A.	ShanglooShikhar Sanjay																					
40.	B.A.	Desai ShivangiChandrashekhar																					



PRINCIPAL
St. Wilfred's College of
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ST. WILFRED'S COLLEGE OF ARTS, COMMERCE & SCIENCE

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Teacher's Signature

S. No.	Class	Name	Signature	November/December																			
41.	B.Sc. (CS)	Desai AtharvaArun																					
42.	B.Sc. (CS)	ShrivastavDhirajShrivastav																					
43.	B.Sc. (CS)	HambirPrathameshPratish																					
44.	B.Sc. (CS)	Ansari Sameer Usman																					
45.	M.Sc.	Lad JeevanAvinash																					
46.	M.Sc.	ShirkeJivanPandharinath																					
47.	M.Sc.	GavadeKalpesh Ashok																					
48.	M.Sc.	PatilKiranVithhal																					
49.	M.Sc.	LaleKrutikaYashwant																					
50.	M.Sc.	PatilMayuri Sanjay																					
51.	M.Sc.	MiteshRavindraHushar																					
52.	M.Sc.	MundheMrunaliAnand																					
53.	M.Sc.	PatilNeha Ramesh																					
54.	M.Sc.	Desai Prasad Gorkhnath																					
55.	M.Sc.	AngrePratikshaRambhau																					
56.	M.Sc.	Patil Raj Vasudev																					
57.	M.Sc.	MahabaleRasikaDevji																					
58.	M.Sc.	PatilRinku Ashok																					
59.	M.Sc.	MalkarSahilSadashiv																					
60.	M.Sc.	Lad JeevanAvinash																					

Teacher's Signature



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