#### Approval: Webinar on Soft Skills in the Corporate World

**Department:** - Department of Accountancy & Financial Management

### Program: Webinar on Soft Skills in the Corporate World

**Objectives:** By the end of the soft skills training program, the students should be able to:

- Develop effective communication skills (spoken and written).
- Develop effective presentation skills.
- Conduct effective business correspondence and prepare business reports which produce results

<u>Need:</u> Soft skills are attributes that enable to engage in meaningful interactions with others. Since most jobs require teamwork, it's important to possess soft skills **to enhance employability job.** 

### Content:

- Emotional Intelligence.
- Team Player Attitude.
- Growth Mindset.
- Openness to Feedback.
- Adaptability.
- Active Listening.
- Work Ethic.

**<u>Resource Person:</u>** CA Nilima Gautam Chief Manager at ICICI Bank, Mumbai <u>**Date:**</u> 11/04/2022 Time: 8.30am - 9.30am **Venue:** Zoom Call

Cost/Budget: NIL / Not Applicable

Proposed by: Dr Vijay Vishwakarma

Verified by: Prof. Sandesha Shetty



#### Minutes of Meeting: Webinar on Soft Skills in the Corporate World

There was a meeting conducted on Zoom Platform on 08/04/2022

#### Minutes of the meeting:

- > To conduct an on Webinar on Soft Skills.
- > To allot work to the Teachers and Students for the webinar.



#### Notice: Webinar on Soft Skills in the Corporate World

\*The Department of Accountancy and Financial Management\* of \*Bunts Sangha's S. M. Shetty College, Powai.\*

Invites you for a \_National Level Webinar\_ \_ON\_ \*Soft Skills in the Corporate World\*

Resource person: \*CA Nilima Gautam\* Chief Manager at ICICI Bank, Mumbai

\*Date: 11/04/2022\* \*Time : 8.30am - 9.30am\*

\*Registration form:-\* https://forms.gle/Y2PRerdQTf2CCYX88

\*Join Zoom Meeting:\* https://us02web.zoom.us/j/81591217217?pwd=dExoVTBDNThQeHNTYmtJNFJmRTN0dz09

\*Meeting ID:\* 815 9121 7217 \*Passcode:\* LeL0KS

\*Note:\*
1. No registration fees.
2. E-Certificate will be provided to the registered participants subject to attendance and submission of feedback form (within 7 working days).

For futher queries, kindly contact: Dhanalaxmi Kaunder : 88797 89968 Saloni Maliwal : 84509 39872

Regards, \*Department of Accountancy & Financial Management\*

Bunts Sangha's S.M. Shetty College

of Science, Commerce & Management Studies Powai, Mumbai-400 076. Tel. 022-6132 7352 Email: college@smshettyinstitute.org



BUNTS SANGHA'S S.M. SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES, POWAI, MUMBAI - 400076 PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI NAAC ACCREDITED 'A' GRADE IMC RBNQ CERTIFICATE OF MERIT 2019 ISO 21001:2018 CERTIFIED



DEPARTMENT OF ACCOUNTANCY AND FINANCIAL MANAGEMENT INVITES YOU

# FOR A

National Level WEBINAR ON "SOFT SKILLS IN THE CORPORATE WORLD"



••Resource Person••• CA Nilima Gautam CHIEF MANAGER,

ICICI BANK, MUMBAI

Date: 11th April, 2022 Time: 8:30am

Powai, Mumbai-400 076. Tel. 022-6132 7352 Email: college@smshettyinstitute.org

#### **Report: Webinar on Soft Skills in the Corporate World**

Event: National Webinar On Soft Skills in the Corporate World

Date: 11th April, 2021

Time: 08:30 am to 09:30 am

Venue: Zoom Meeting

**Scope:** To let students know the importance and different aspects of soft skills in the corporate world.

**Objective**: To conduct an online national level webinar on soft skills in the corporate world.

#### **Highlights:**

The Department Of Accountancy and Financial Management had organised a national level webinar on soft skills in the corporate world from 8:30 am to 9:30 am on 11th April, 2022. The resource for the day was CA Nilima Gautam, Chief Manager at ICICI Bank, Mumbai. The resource person had shared various aspects such as importance of soft skills such as communication skills, interpersonal skills and networking, work ethics and creativity. She also spoke about different ways to improve our soft skills and how to create a check list of the same for our first job. There was a total of 200+ students who had actively participated in the event and the overall feedback was positive.



of Science, Commerce & Management Studies Powai, Mumbai-400 076. Tel. 022-6132 7352 Email: college@smshettyinstitute.org

# A checklist for your first job

★ Reach office on time everyday.

🥑 💩 Recording... 🔢 🔳

🥑 💩 Recording... 💶 🔳

- ★ Take feedback sportingly & try to improve, not just for the sake of office, but for yourself too.
- ★ Don't let mistakes pull you down!
- ★ Ask for help & guidance when required.
- ★ Be among successful, focussed people who have a vision: it rubs off.

- Nilma Gauer
- ★ Learn public speaking & presentation skills.
- ★ Treat others well: as you would like to be treated.



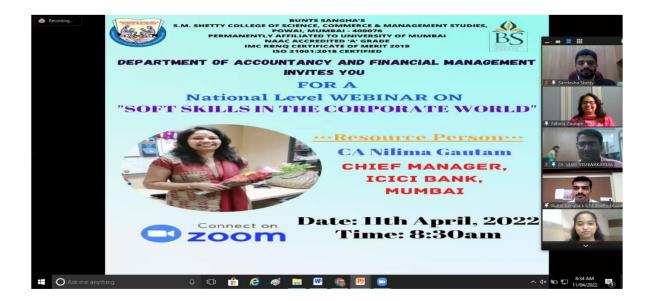
# How to improve ourselves on a regular basis

..

- 1. Have goals: break them down into smaller measurable goals.
- 2. Make time bound plans: practise time management.
- 3. Make a to-do list: yearly, monthly & daily.
- 4. Listen to relevant podcast in your subject of interest.
- 5. Have a buddy at work or with whom you can discuss & take regular feedback.











Dhanalaxmi Murugan Kaunder	TY.B.COM A
SHREELAXMI BALKRISHNA PAI	FYBCOM
Ajay Dattatray Korde	Fybcom A
Manpreet kaur	TY. BCOM A
Reema sadashiva palan	Tybcom A
Shaan mohammad chand shaikh	Tybcom/b
Avishkar singh	<u>Fyb.com</u>
Suhani Triwadi	FYBCOM-A
Roma Pancholi	Tybcom A
Harshal Gumgaonkar	FYB.COM A
Ankit Singh	FYBCOM
Sandeep mahto	FYBCOM
Nikhil Manjunath Shetty	FYBcom A
Mehfooz Shaikh	Fybcom B
Riya Babu Kittikal	Tybcom A
Danish khan	
Disha Jain	FY BCOM B
Sayali Mahadik	Fybcom b
Pranathi Bangera	TYBCOM -A
Aman chauhan	Fybcom B
Disha boricha	13-Fybcom & b
Tejas poojari	T.Y.B.com
Tejaswini surve	SyBcom A
Shruti Sanjay Tiwari	A59
Khan sufiya Parvez	FYBCOM -A

# Participation List: Webinar on Soft Skills in the Corporate World



Altaf solanki	Fybcom b
Ashwini Hanumanta Mutul	TY BCOM A
Jaya yadav	Fybcom B
Priyanka patil	FYbcom A
Pravin Shukla	Fybcom A
Chalke Shubham uttam	Fy bcom b
Roshni anchan	Fybcom b
Aarti Sharma	FYBCOM A
Anchal singh	FYBCOM A
Svasti Shetty	FYbcom A
Meenaz Abdul Hamid shaikh	Α
Koli Gayatri Pirappa	FY bcom A
Deepak Santram Maurya	TyBcom B
POOJA AJAY GUPTA	FYB.COM B
Aastha kothari	В
Taiyaba khan	FYbcom A
Bipin kumal	Tybcom-B
Sharma nilesh kumar sanjay	В
Shaikh saif liyakat ullah	FYBCOM A
Owais shaikh	fybcom b
Sharma priti Rambadan Renu	TybcomA
Darshan Shetty	FYBCOM A
Prajapati Anjali	TY.BCOM. (B)
Kumkum pandey	FYBCOM A
Sonal Sanjay Jadhav	fybcom B
Saimah Mohammed Sabir	Fybcom A
Ali sayyad	Ty bcom A
Swathi Ganesh Shetty	TYBCOM B
Avi Ashwani Bajaj	FYBCOM-B
Ankita kukiyam	Fybcom- B



Aditya satle	FYBcom B 214
Abinav Krishna Shetty	Fybcom B
Anish Kotian	Fybcom A
Niket Singh	Fybcom A
Kristina Diamonds V	Fyb.com B
Laxmi Manoj Jaiswal	Fyb.com/A
Aayush Singh	FY Bcom B
Barot Vatsal Pratap	FybcomA
Sahida shah	FYBCOM A
ANUSHA SHAKTIDHARAN	FYBCOM A
Shawn Yelve	TYBCOM A
Priti krishna chandra zha	Fybcom B
Abhishek Ramesh Chauhan	Fybcom /b
MS VARDHA PRAKASH NALAWADE	TYBCOM - A
Shaikh afreen	Fybcom (B)
Kunal Hadkar	Fy.Bcom B
Rohit prashidh Gupta	TYBAF
VISHWAKARMA TARA KANHAIYALAL	Tybcom/A
Prajwal shetty	Fy bcom A
Jansi Arulmani	Fyb.com / B
ROSHNI RAMBABU SHARMA	FYBCOM A
Khan Aleena Aamir	FYBCOM
Natasha Sahadev Sawant	Fybcom A
Parita rajkumar kahar	Fybcom b
Anubhav Amarnath Dubey	А
Pratima Jogi	Fybcom/A/
Prathvi Shetty	FYBCOM A
Vedant Mangesh kale	13th/A
Babita jogu	FYBOM-A
Harijan Santosh	Fybcom A



Mariyammal kumar	Fybcom (b)
Yash Suvarna	FYBCOM B
Swati tripathi	Fybcom B
Leena Mahesh Gadkari	Faculty
Sujal Anil Sarpate	F.Y.BCOM B
Soham Santosh Shetty	FyBcom B
Paras Mahendra Ahirwar	Tybcom -A
VAISHNAV DALPAT	FYBBI
Akash	Fybcom
SONALI SUDHAKAR DONGRE	TYBCOM B
Nandini Yadav	TYB.COM (B)
Sarvajna Kalyanithaya	Fybcom B
Shaina Ansari	Tybcom-A
Jayesh Birje	TYBCOM A
Afreen	FybcomB
sushanth shetty	FY BCOM A
Saahil Shetty	FYBCOM A
Prathamesh Rajgarhia	FYBCOM A
Vipul Raghuraj Poojary	FYBcom B
Dr. Shirley Bless Agwuocha	
Taiba Shaikh	Tybcom B
SINGH AMANKUMAR MANOJKUMAR	Fybcom B
snehal bandle	Fybcom A
Shaikh Aliya Batul Mohmmed Shafiq	TYB.COM
Nimish Maurya	Fyb.com. A
Anuja Jagdish mhaske	Fybcom-A
AMAN RAJESH GUPTA	FYB.COM/A
PRANAY KUMAR	TYB. COM & A
Ujwal Vishwanath Shetty	T.Y B.COM A
Yes	FYBCOM div



Joe Darius	Tybcom A
Saloni Maliwal	TYBCOM A
Shaikh Adnan yakub	TYBCOM (A)
Sunil vishnoi	FYBCOM B
Shivani Gayalal Yadav	TYB.COM(A)
Zaid akhter shaikh	Tybcom A
Kalpana das	В
Richa Pandey	Tybcom B
Nikita Jadhav	T.Y. B.com/ B
Chauhan Amish Lalbahadur	FYB.COM B
Rajnish Yadav	FYB.com A
Dwayne Rodrigues	TyBcom A
Shaikh Maryam Anjum	FYB.COM A
Janvee jaiprakash Yadav	TYBCOM /A
Simarta Kaur Matharu	Fybcom A
Shalini Jha	Fybcom A
Sanjana pandey	Tybcom B
Kuwari Maryam Arfi	F Y.B.Com
Darshan kotian	А
Kartik Shetty	Tybcom A
Mohd Sufiyan Mulla	T.Y.B.Com (A)
Bushra naik	Fybcom B
Asha choudhary chiranjiv	TYBcom (A)
Sarika pujari	TYBCOM A
SANDHU JASHANDEEP SINGH	FybcomA
Ashwin shetty	Tybcom b
Rucha Prajakt Khavanekar	
RAHUL BRIJLAL YADAV	TYBCOM (B)
Pratik Arun Shinde	Ty.bcom -A
Tushar Premshankar Chaurasiya	FYBCOM B



Pratham Deepak Nandagave	TYBCOM A
Amaan Mubarak Shaikh	Tybcom A
KHAN MOHD QUTUB MOHD FIROZ	TYBCOM (A)
Hema ojha	FYBCOM-B
Khan Mahenoor	В
Jainam jain	FYBCOM A
Anurag jayprakash saroj	Fyb.com (A)
Sneha Bhadarge	FYB.COM/B
Khan sana faiyaz Ahmed	TYBCOM -B
Sharon Cardoza	Ty bcom
Arman Khan	А
GUDDU SURESH YADAV	FYB.com
Sanjiv karman bhappa	Fybcom B 140
Yeshaswy Bhatt	Tybcom A
Rajyashree Jaiswal	Fybcom B
Pooja Bhadresh Shaha	TYBCOM A
Juned qureshi	Fybcom A
Saurabh Narendra Dwivedi	MMS FINANCE (A)
Madhu pandey	Tybcom A
Sakshi Shanbhag	TYBCOM B
Shubham jain	Ty bcom A
Swapnil Jayant Chandragiri	T.Y.B.COM (A)
Nishith Suvarna	Fy b.com
Sejal Arun Sonawane	TYB.COM/A
Prajana suvarna	TYBCOM B
Madhura vinod pai	TYBCOM(A).
Aditi chaudhary	FYBCOM A
Chirag Shetty	TYBCOM - A
Ansari Irshad Istiyaq Ahmad	SYB.COM B
Krishna Bharat Soni	Tybcom A



MaheshRajPurohit	FYBCOM A
Zainulabdin Zahid Shaikh	TYBCOM B
azhar iqbal khan	TYBCOM B
Shrutha Shetty	Ty Bcom (B)
Sonam Vishwakarma	Sybcom/ B
Shankarlal khatik	TYB.COM B
Suraj Chourasiya	07
Yogendra Vishwakarma	TYBCOM A
Harsh Bharat Shah	SYB. COM DIV C
Gaurang Prashant Gaokar	TYB.COM B
Dipti pawar	Tybcom A
Mihir Jain	Α
Harishwar Anurudh Chauhan	FYBCOM B
Rohan Sagwekar	<u>Syb.com</u>
Vaibhav Panchal	Tyb.comA
Dhaniksha shetty	Fybcomb
Khan Adnan Abdul Majid	Tybcom A
Asfiya shaikh	Ty. Bcom
Firoz shaikh	TYbcom A
Ekta Ramsagar kanaujiya	MMS (First Sem )
Samiksha more	Fy A bcom
Shreya Chandrakant Manvi	SYBAF
Yash shetty	TYBCOM (A)
Sakshi kasurde	FYBCOMA
Khan Asma	Fybcom B
Baby Gupta	FCO21026
Anchal Sanjay Mishra	TYBCOM-B
YADAV ANANT KUMAR	TYBCOM A
Abhishek wedmutha	TY.BCOM(A)
Parvesh singh	FYB.COM



Shalini koli	Fybcom A
Poojari Saivishnu hanumant	А
Sayed Aliza begum	Bcome A
Yadav shivam ramjahesh	TYBCOM B
Mohetasim Ashadullah Choudhary	Tybcom A
Khan kulsum Niyaz Ahmed	FY B.com A
Fahad Patel	TYBCOM A
Ashwini Arjun Nimble	TYBcom A
shyamjoping	tybcom a
Dikshika Deepak Gadhave	TybcomA
Apeksha Anil Ningawale	Fybcom B
Nikhil anand Bonulu	Fy bcom A
Manisha Chandrika prasad yadav	SYBCOM Div: C
Vinay Sharma	FY BCOM B
Prathamesh Gawas	Fybcom B
Divya Singh	FYBCOM - B
Aishwarya Suvarna	FYBCOM A
Pikisha Yadav	Fybcom B



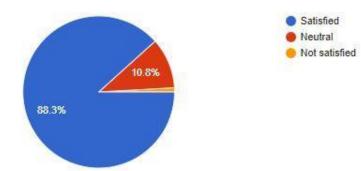
## Feedback Analysis: Webinar on Soft Skills in the Corporate World



Copy

Rate the presentation of Resource person?

223 responses

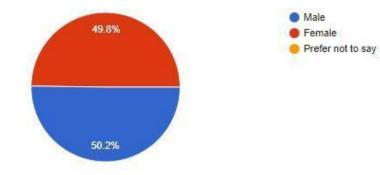




#### Gender

223 responses

С Сору





#### Action Taken: Webinar on Soft Skills in the Corporate World

DATE	Feedback Received	Action Taken
Date: 11 <sup>th</sup> April, 2022	<ul> <li>Participants appreciated the efforts taken by the college to conduct this event.</li> <li>All the participants were happy to participate in this webinar</li> </ul>	Department will conduct more such interesting and informative Webinars.

Prof. Sandesha Shetty Vice-Principal & B.COM Coordinator

Dr. Sridhara Shetty PRINCIPAL



#### Certificate Sample: Webinar on Soft Skills in the Corporate World



BUNTS SANGHA'S S.M. SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES, POWAI Permanently Affiliated to University of Mumbai NAAC Accredited 'A' Grade IMC RBNQ Certificate of Merit 2019 ISO 21001:2018 Certified



# **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr./Ms <u>Dhanlaxmi Kunder</u> of <u>S M SHETTY College</u> has participated in the National level Webinar on "Soft Skills in the Corporate World" conducted by Department of Accountancy & Financial Management at 'Bunts Sangha's SM Shetty College of Science, Commerce & Management Studies, Powai' on 11/04/2022.

Vice-Principal



Bunts Sangha's S.M. Shetty College



# S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE &

MANAGEMENT STUDIES PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI ACCREDITED BY NAAC - 'A' GRADE IMC - RBNQ - Merit Certificate ISO 21001 : 2018 Certificate

SMS/49

April 10, 2022

To, CA Nilima Gautam Chief Manager ICICI Bank, Mumbai

Dear Madam,

It gives us immense pleasure to invite you as 'Resource Person' for the National Level Webinar on "Soft Skills in the Corporate World" organized by the Department of Accountancy and Financial Management on 11<sup>th</sup> April 2022 from 8:30 am to 9:30 am.

It will be an honor to have you in our institution. We look forward to your gracious presence.

Thanking you,

With Regards,

Dr Sridhara Shetty Principal PRINCIPAL Bunts Sangha's S.M. Shetty College of Science, Commerce & Management Studies Power, Muntbel-400 076. Tel. 022-6132 7352 Email: college@smshettyinstitute.org



Hiranandani Garden, Powai, Mumbai 400 076. Tel.: 022 – 61327352 / 61327356 / 61327363 Website: www.smshettycollege.edu.in Email: college@smshettyinstitute.org





# BUNTS SANGHA'S S.M.SHETTY COLLEGE OF SCIENCE, COMMERCE & MANAGEMENT STUDIES

PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI ACCREDITED BY NAAC - 'A' GRADE IMC RBNQ - Merit Certificate ISO 21001 : 2018 Certified

SMS/49-1

April 11, 2022

To, CA Nilima Gautam Chief Manager ICICI Bank, Mumbai

Dear Madam.

It gives us immense pleasure to have you as 'Resource Person' for the National Level Webinar on "Soft Skills in the Corporate World" organized by the Department of Accountancy and Financial Management on 11th April 2022 from 8:30 am to 9:30 am.

We appreciate your efforts towards sharing your expertise and knowledge. You took time out of your busy schedule and made yourself available on a very short notice. On behalf of our college I thank you for sparing your precious time.

Thanking you,

With Regards,

Dr Sridhara Shetty PrincipalPRINCIPAL Bunts Sangha's S.M. Shetty College of Science, Commerce & Management Studies Powai, Mumbai-400 076. Tel. 022-6132 7352 Email: college@smahettyinatitute.org



Hiranandani Garden, Powai, Mumbai 400 076. Tel.: 022 - 61327352 / 61327356 / 61327363 Website: www.smshettycollege.edu.in Email: college@smshettyinstitute.org

#### PRINCIPAL