

**BUNTS SANGHA'S
S.M. SHETTY COLLEGE OF SCIENCE, COMMERCE AND MANAGEMENT STUDIES,
POWAI**

PERMANENTLY AFFILIATED TO MUMBAI UNIVERSITY

NAAC ACCREDITED 'A' GRADE

IMC RBNQ CERTIFICATE OF MERIT 2019

ISO 21001:2018 CERTIFIED

Activity Approval Form

Program: 30hrs Certificate Course in Research Methodology

Need: To impart knowledge to students about the methods and practical skills needed to conduct research in the society.

Objective:

To impart research skills to the beginners and help improve the quality of Research by the existing researchers.

To understand key concepts and strategies of research and develop the most appropriate methodology for their Research Studies.

To identify and experiment with different techniques of research and tools.

To develop a research temperament and learn the art of research writing.

Content:

1. Introduction to Research
2. Research Design
3. Hypothesis
4. Data Analysis and Interpretation
5. Testing of hypothesis
6. Data Collection
7. Sampling
8. Data Presentation and Processing
9. Research Report Writing
10. Research Proposal

Duration: 30 hours

Venue: S.M. Shetty College, Powai

Fees: 750/- per student

Proposed By: Department of Accountancy and Financial Management

Date: 10th March 2023





PRINCIPAL

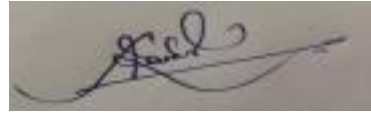
Bunts Sangha's S.M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai-400 076.
Tel. 022-6132 7352
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Minutes of the Meeting

The Departmental meeting was held on 14th January 2023. Following matters were discussed in the meeting:

1. Teachers were instructed to plan for various certificate courses as part of the Department of Accountancy and Financial Management and suggestions were taken for the same.
2. It was decided that the Department will be conducting a Certificate Course on Research Methodology.
3. It was discussed that Asst. Prof. Priya Nadar will be the Convenor for the Certificate Course on Research Methodology.
4. It was decided that the Principal Dr. Sridhara Shetty, Dr. Liji Santosh, Asst. Prof. Nidhi Chandorkar, Dr. Vijay Vishwakarma, and Asst. Prof. Namrata Dube would be the resource persons for the certificate course.





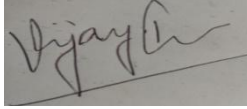

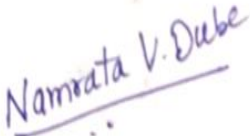


Asst Prof. Sandesha Shetty
Vice Principal & B.Com Coordinator




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Teachers who attended the meeting:

Name	Signature
CS Sandesha Shetty- Vice Principal and B.Com Coordinator	
Mr. John Menezes – Member of Accountancy Department and TY B.Com (A) Class Incharge	
Asst Prof Vijay Vishwakarma – Member of Accountancy Department - SY B.Com (B) Class Incharge	
Ms.Siddhi Khamkar-FY B.Com (A) Class Incharge	
Mrs.Namrata Dube-FY B.Com (B) Class Incharge	
Mrs.Priya Nadar -TY B.Com (B) Class Incharge	
Mr.Jay Kadam-SY B.Com (A) Class Incharge	





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BUDGET

Sandeep Singh

Bunts Sangha's
S M Shetty College of Science, Commerce and Management Studies
Powai, Mumbai 400076.

January 16, 2023

The Chairman
Bunts Sangha's
Powai Education Committee
Powai, Mumbai 400076.

Respected Sir,

Subject : Approval for Amount to be Collected for the registration of Certificate Course in Research Methodology for Academic Year 2022-23.

With reference to the above, this is to inform you that the B.Com Department is going to start a certificate course in Research Methodology in the month of February, 2023. Following is the breakup of Total Cost and amount to be collected:

Sr. No.	Particulars	Amount (Rs.)
01	Total College Share	250/-
02	Total Amount for remuneration to teachers	500/-
	Total Amount to be collected from each student	750/-

The lectures will be conducted in the college after the regular lectures of the students.
Hope you will consider the same and approve.
Thanking you,
Yours faithfully,

For Collection and Payment Security against collection

Dr. Sandeep Singh
General Manager (A & A)

CS Uttam Shetty
Secretary

16/01/2023.

CA Jagdish Shetty
Treasurer

Ulthur Mohandas Shetty
Vice Chairman

Vasant Shetty Palimar
Vice Chairman

B. R. Shetty
Chairman



Sandeep Singh
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Syllabus & Programme Schedule

CERTIFICATE COURSE ON RESEARCH METHODOLOGY

Name of the Programme: **RESEARCH METHODOLOGY**

Duration of the Programme: 30 HOURS

Introduction :

The CERTIFICATE COURSE ON RESEARCH METHODOLOGY will be for 30 Hours. It aims to provide a proper learning environment to the students with regards to research in the society.

Course Objectives

- To impart research skills to the beginners and help improve the quality of Research by the existing researchers.
- To understand key concepts and strategies of research and develop the most appropriate methodology for their Research Studies.
- To identify and experiment with different techniques of research and tools.
- To develop a research temperament and learn the art of research writing

Course Outcomes:

- Gain a solid understanding of various research concepts and skills.
- Develop the students' skills in applying analytical perspectives

Eligibility for Admission to this Course:

Admission to the course is open to all students of S.M.Shetty College, Powai.

Structure of the Program:

The Certificate course will be for **30 hours**. The medium of instruction and examination will be only English. A student would be required to complete the course within 30 hours from the date of admission.





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Unit	Content	Resource Person	Hours	Date
I	Introduction to Research – <ul style="list-style-type: none"> • Introduction, Types of Research, Importance of Research in Commerce, • Steps in Research Process, Formulating a Research Problem, Review of Literature 	Dr. Vijay Vishwakarma	07	01/04/2023 03/04/2023 04/04/2023
II	Research Design – <ul style="list-style-type: none"> • Introduction, • Need and Essentials of a Good research design 	Asst. Prof. Nidhi Chandorkar	02	01/04/2023
V	Data Collection– <ul style="list-style-type: none"> • Primary data: Observation, Experimentation, Interview, Schedules, Survey, Questionnaires, Limitations of Primary data • Designing a Questionnaire using online tools • Secondary data: Sources and Limitations, Factors affecting the choice of method of data collection. 	Asst. Prof. Namrata Dube	04	15/03/2023, 16/03/2023, 17/03/2023, 18/03/2023
III	Hypothesis – <ul style="list-style-type: none"> • Formulation, • Sources, • Importance and Types 	Asst. Prof. Nidhi Chandorkar	04	20/03/2023 24/03/2023 27/03/2023 28/03/2023
IV	Data Analysis and Interpretation – <ul style="list-style-type: none"> • Analysis of Data-Meaning, Purpose, Types • Interpretation of Data-Essentials, Importance, Significance and Descriptive Analysis • Testing of hypothesis– One Sample T-Test, Chi Square 	Asst. Prof. Nidhi Chandorkar	02	29/03/2023 31/03/2023
VI	Sampling – <ul style="list-style-type: none"> • Significance in Research, • Sampling Methods, • Factors determining sample size 	Principal sir	01	10/03/2023




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VII	Data Presentation and Processing – <ul style="list-style-type: none"> • Classification, Tabulation, Graphic Presentation • Use of computer and internet in data collection and processing 	Asst. Prof. Namrata Dube	04	05/04/2023 06/04/2023 10/04/2023 11/04/2023
VIII	Research Report Writing – <ul style="list-style-type: none"> • Essentials of research report writing, • Structure/ Layout, • Types of Research Report • Presentation skills for research paper / report 	Principal sir	2	12/04/2023
IX	Research Proposal	Dr. Liji Santosh	4 Hours	21/03/2023 11/03/2023 13/03/2023 14/03/2023

Scheme of Examination:

- Courses shall be evaluated by various ways such as *Test, Presentations*, during the term.
- As Part of Project Assignment – they must write a research paper on relevant topic and present it in any national or international conference.
- Then the marks will be converted to grade points and grades.

Components of continuous evaluation system:

Following are the suggested components.

- a) Case Study/Caselet/Situation Analysis- (Group Activity or Individual Activity)
- b) Project Assignment – Research Paper Writing
- c) Quiz

General guidelines for preparation of research paper /project work based on Research Methodology:

- The project topic may be undertaken in any area of Elective Courses.
- Each of the learner has to undertake a Project individually under the supervision of a teacher-guide.
- The learner shall decide the topic and title which should be specific, clear and with definite scope in consultation with the teacher-guide concerned.
- Course Coordinators shall allot a guiding teacher for guidance to the students based on her / his interest and specialization.
- The research paper / project report shall be prepared as per the broad guidelines given below:
- Font type: Times New Roman
- Font size: 12-For content, 14-for Title
- Line Space : 1.5-for content and 1-for in table work **Paper Size: A4**
- Margin : in Left-1.5, Up-Down-Right-1
- The research paper / project report should be 6 to 12 pages

Course Designed by:

Ms. Priya Nadar



[Signature]
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NOTICE

19th January, 2023

The Department of Accountancy & Financial Management of Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies is Conducting a **Certificate course in Research Methodology** for all students.

Course Takeaways:

1. To impart research skills to the beginners and help them to improve the quality of Research by the existing researchers.
2. To understand the key concepts and strategies of research and develop the most appropriate methodology for their Research Studies.
3. To identify and experiment with different techniques of research and tools.
4. To develop a research temperament and learn the art of research writing

Course Duration - 30+ Hours

Course Start Date : First Week of March, 2023

Timings: 12.00 Pm onwards

Course Fees: Rs. 750/-.

For Registration,

Contact:

Prof. Priya Nadar – 9833464506

Ms. Priya Nadar

Course Convenor

CS Sandesha Shetty

Vice-Principal & B.Com. Coordinator

Dr. Sridhara Shetty

Principal




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REPORT

The Department of Accountancy and Financial Management organized a Certificate Course on Research Methodology from the 10th of March to the 18th of April, 2023, for which 18 students had enrolled. The objective of this course was to impart research skills to the beginners and help improve the quality of Research by the existing researchers, to understand key concepts and strategies of research and develop the most appropriate methodology for their Research Studies, to identify and experiment with different techniques of research and tools, to develop a research temperament and learn the art of research writing.

The students completed the course under the guidance of the Principal, Vice-Principal and various in-house faculties. The course had a dynamic syllabus, with varied learning methodologies, and students were given access to a multitude of resources. The course included timely assessments on various topics by respective faculty. The faculty members also ensured that there was a doubt clearance time given to the students at the end of every lecture.

The feedback received from all the 18 participants was positive and students were given certificates at the end of the course.

No. of Participants: 18 (M=10 +F=8)




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PHOTOS



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ATTENDANCE

Sr. No.	Name of the Student	
1	Taniya SatishChandra Yadav	FYBCOM
2	Singh Riya Ravindra Pratap	FYBCOM
3	Varun Chandrasekaran Balaiah	FYBCOM
4	Rohan Ashok Bankar	FYBCOM
5	Sandip Dinesh Sharma	FYBCOM
6	Kunal Prakash Sawale	FYBCOM
7	Taseir Shaikh	FYBCOM
8	Sanjana Sanjeev Yadav	FYBCOM
9	Rakesh Rajendra Yadav	FYBCOM
10	Harsh Rajesh Ghorpade	FYBCOM
11	Roshan Sudhakar Shetty	FYBCOM
12	Nikhil Rajesh Sharma	FYBCOM
13	Nihaal Shabbir Shaikh	FYBCOM
14	Saimah Mohammad Sabir	SYBCOM
15	Sufiya parvez Khan	SYBCOM
16	Khan Kulsum Niyaz Ahmad	SYBCOM
17	Swati Ashok Singh	SYBCOM
18	Shaheen Shaikh Mohammad yakub	TYBCOM




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CERTIFICATE SAMPLE



Certificate Link

1. https://drive.google.com/drive/folders/1mKOOksNtu6EVS2AonH_OCFifLsjOuIVQ?usp=share_link




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Grading and Results

Research Methodology Certification Course - Grading & Results				
Sr. No.	Name of the Student	Gender	Marks Scored	Grade
1	Taniya SatishChandra Yadav	Female	78	A
2	Singh Riya Ravindra Pratap	Female	77	A
3	Varun Chandrasekaran Balaiah	Male	68	B
4	Rohan Ashok Bankar	Male	67	B
5	Sandip Dinesh Sharma	Male	76	A
6	Kunal Prakash Sawale	Male	75	A
7	Taseir Shaikh	Male	76	A
8	Sanjana Sanjeev Yadav	Female	74	A
9	Rakesh Rajendra Yadav	Male	68	B
10	Harsh Rajesh Ghorpade	Male	67	B
11	Roshan Sudhakar Shetty	Male	75	A
12	Nikhil Rajesh Sharma	Male	78	A
13	Nihaal Shabbir Shaikh	Male	69	B
14	Saimah Mohammad Sabir	Female	79	A
15	Sufiya parvez Khan	Female	72	A
16	Khan Kulsum Niyaz Ahmad	Female	74	A
17	Swati Ashok Singh	Female	62	B
18	Shaheen Shaikh Mohammad yakub	Female	61	B

Grading Scheme	
70 & Above	A
55 - 69	B
40 - 54	C
Below 40	F




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QUESTION PAPER

Sr.no	QUESTION	Answer1	Answer2	Answer3	Answer4	Correct Answer
1	Who was the author of the book named "Method of Social Research"?	Kerlinger	CR Kothari	Goode and Hatt	Wilkinson	Answer 3
2	What is the major attribute of Correlation Analysis?	Association among variables	Difference among variables	Regression among variables	Variation among variables	Answer 1
3	What is the name of the conceptual framework in which the research is carried out?	Research hypothesis	Synopsis of Research	Research Paradigm	Research Design	Answer 4
4	What is the main role of Research in Organisation?	To upsurge one's social Status	To increase one's job prospects	To augment one's personal growth	To help an applicant in becoming renowned educationalist	Answer 4
5	Which of the following features are considered as critical in qualitative research?	Collecting data with the help of standardized research tools	Design sampling with probability sample techniques	Collecting data with bottom-up empirical evidence	Gathering data with top-down schematic evidence	Answer 3
6	In order to pursue the research, which of the following is priorly required?	Developing a research design	Formulating a research question	Deciding about the data analysis procedure	Formulating a research hypothesis	Answer 2



(Signature)
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7	A research intends to explore the result of possible factors for the organisation of effective mid-day meal interventions. Which research method will be most appropriate For this study	Descriptive survey method	Historical method	Ex-post facto method	Experimental method	Answer 3
8	Which among the following statements is false in the context of participatory research?	It recognises knowledge as power	It is a collective process of inquiry	It emphasizes people as experts	It's sole purpose is the production of knowledge	Answer 4

9	What does the longitudinal research approach actually deal with?	Long-term Research	Short term Research	Horizontal Research	None of the above	Answer 1
10	Evaluation Research is concerned with :	How well are we doing?	Why are we doing?	What are we doing?	None of the above	Answer 1
11	Which of the following does not correspond to characteristics of research ?	Research is not passive	Research is systematic	Research is not problem oriented	Research is not a process	Answer 4
12	What is the main aim of interdisciplinary research?	To over simplify the problem of research	To bring out the holistic approach to research	To create a new trend in research methodology	To reduce emphasis on a single subject	Answer 2



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13	The main aim of the scientific method in the research field is to	Improve data interpretation	Confirm triangulation	Introduce new variables	Eliminate spurious relations	Answer 4
14	Research problem is selected from the standpoint of	Social relevance	Financial support	Researcher's interest	Availability of relevant literature	Answer 1
15	The process not needed in experimental research is	Controlling	Observation	Reference collection	Manipulation and replication	Answer 2
16	Action research can be understood as	Longitudinal research	An applied research	A kind of research being carried out to solve a specific problem	All of the above	Answer 3
17	What is a best suited name for a process that doesn't necessitate experimental research	Manipulation	Controlling	Content Analysis	Observation	Answer 1
18	Which among the following phrases does not correspond to the meaning of research as a process?	Problem solving	Trial and Error	Objective Observation	Systematic Activity	Answer 3
19	What are those conditions where a research problem is not viable?	It is new and adds something to knowledge	It can be researched	It has utility and relevance	It contains dependent and independent variables	Answer 4
20	The conclusions/findings of which type of research cannot be generalized to other situations?	Casual comparative research	Historical Research	Descriptive Research	Experimental Research	Answer 2



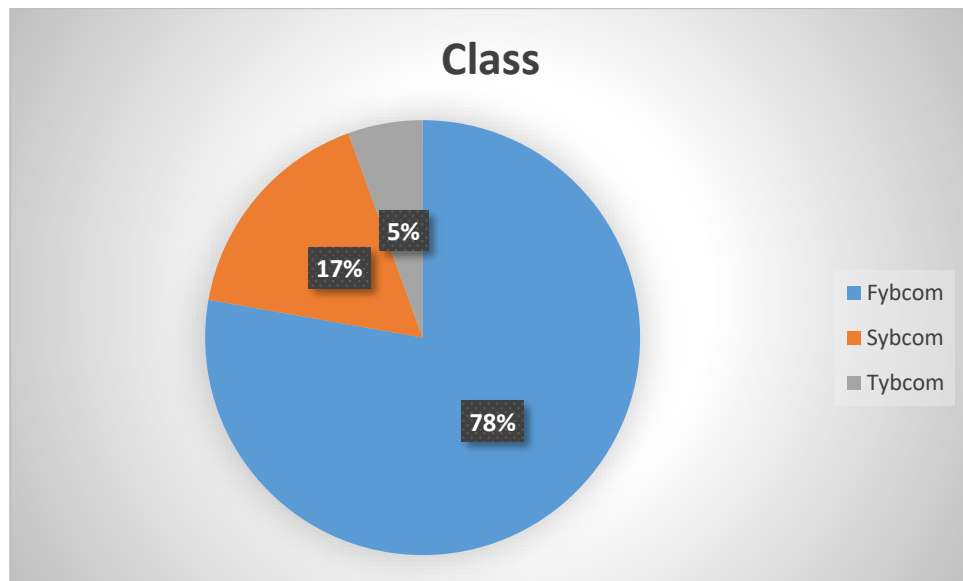
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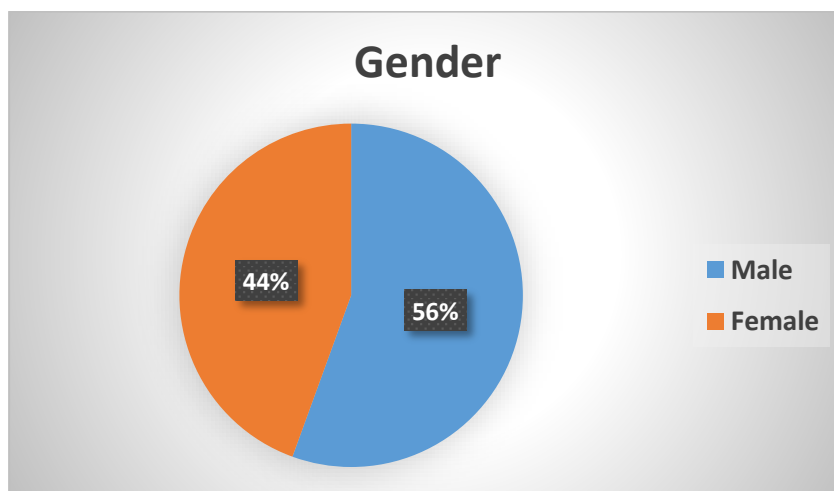
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FEEDBACK ANALYSIS

1. Class



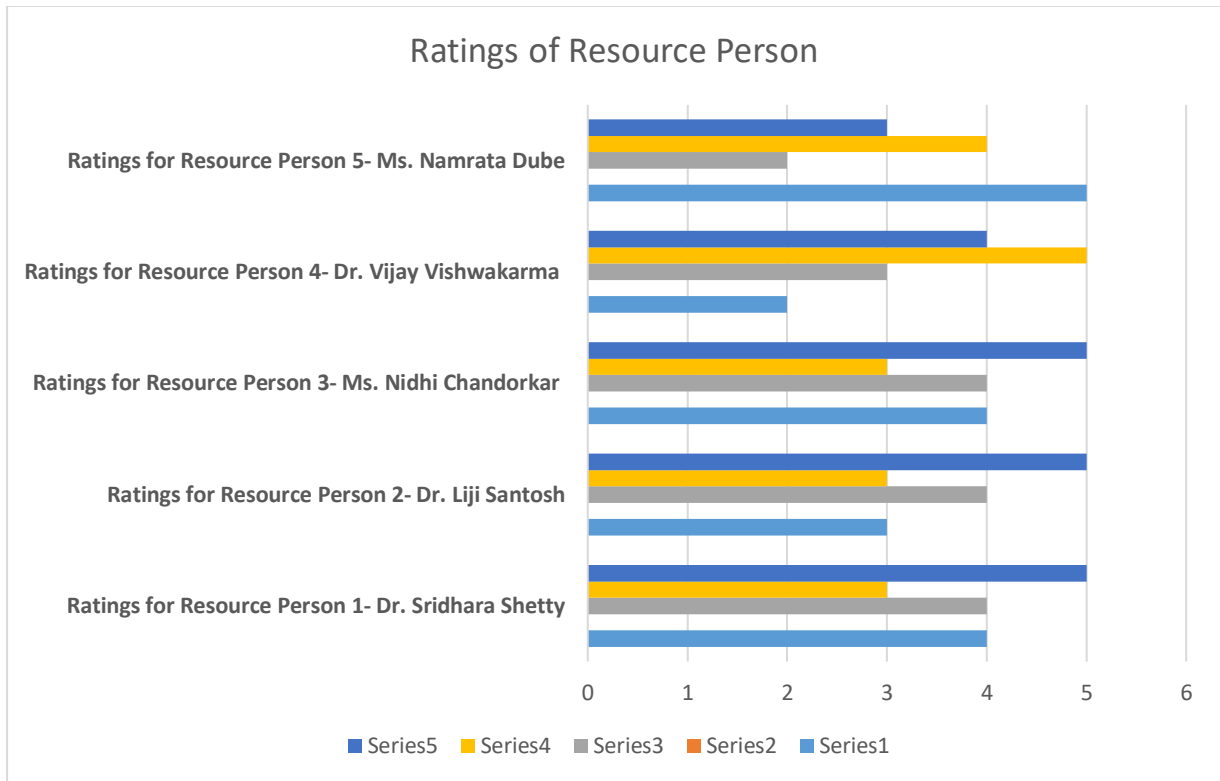
2. Gender



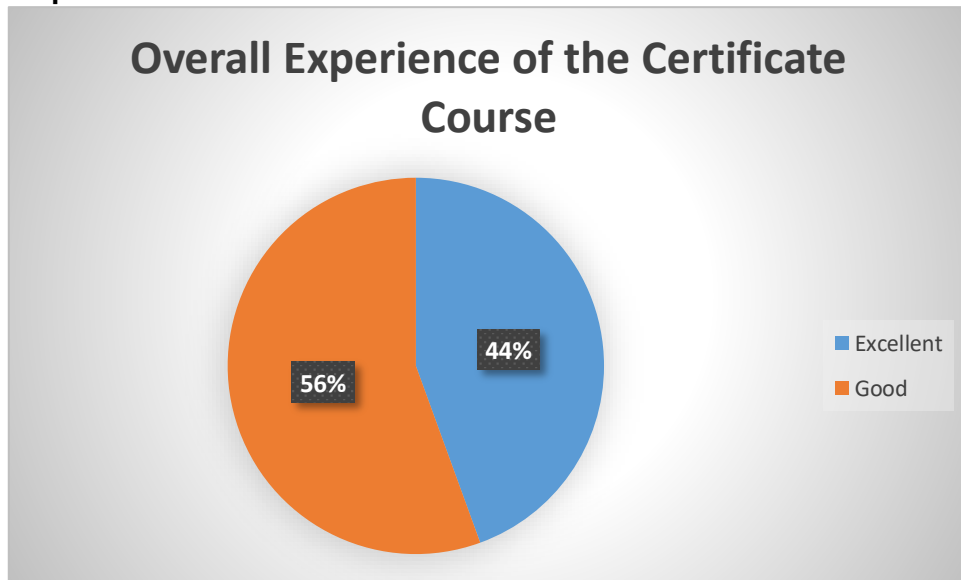

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3. Ratings of Resource Person



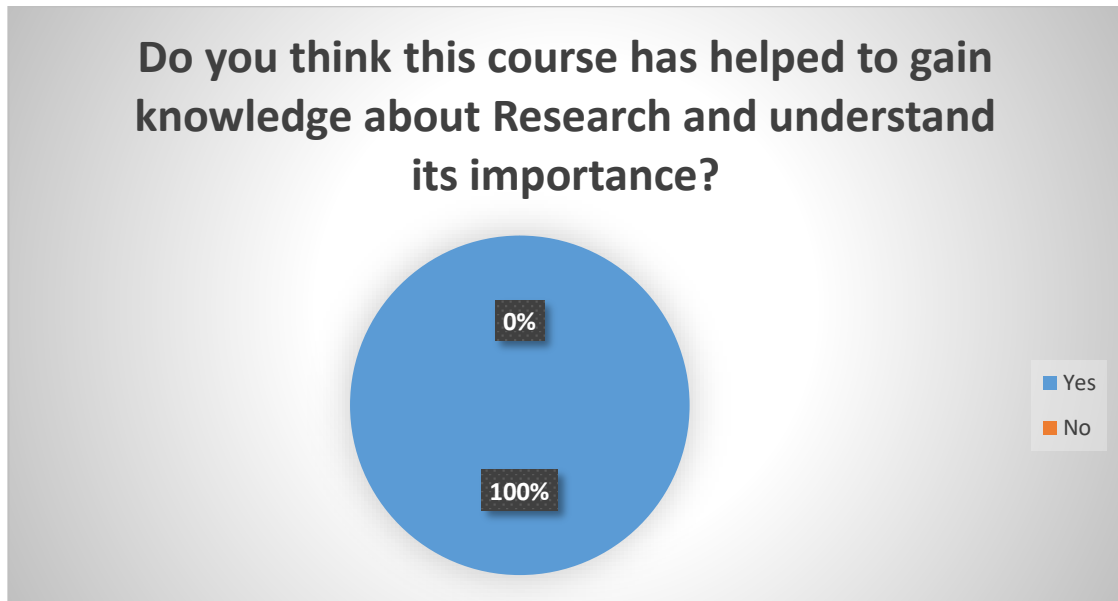
4. Overall Experience of the Certificate Course



(Signature)
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5. Do you think this course has helped to gain knowledge about Research and understand its importance?



No of Respondents: 18 (M=10 +F=8)




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SMS/345

March 1, 2023

To,

Dr Sridhara Shetty
Principal

Respected Sir,

We are pleased to inform you that you have been appointed as Resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment, please email
at college@smshettyinstitute.org.

Regards,



Chair Person

BOS-Research Methodology Course





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SMS/345-1

March 1, 2023

To,

CS Sandesha Shetty
Vice-Principal

Respected Sir,

We are pleased to inform you that you have been appointed as Chairperson of Board of Studies for syllabus setting as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment,
please email at college@smshettyinstitute.org.

Regards,

Principal
Bunts Sangha's S. M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076.





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/345-2

March 1, 2023

To,

Dr. Liji Santosh
Vice-Principal & IQAC Coordinator

Respected Madam,

We are pleased to inform you that you have been appointed as Resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment, please email
at college@smshettyinstitute.org.

Regards,



Principal

Bunts Sangha's S. M. Shetty College
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Powai, Mumbai - 400 076.





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IMC – RBNQ Merit Certificate
ISO 21001 : 2018 Certified

SMS/345-3

March 1, 2023

To,

Ms. Priya Nadar
Asst. Professor

Respected Madam,

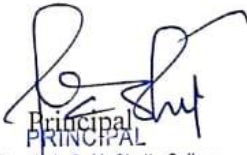
We are pleased to inform you that you have been appointed as Curriculum Design Head for syllabus setting and / or resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment,

Please email at college@smshettyinstitute.org.

Regards,



Principal
PRINCIPAL

Bunts Sangha's S. M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076.





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SMS/345-4

March 1, 2023

To,

Dr. Vijay Vishwakarma
Asst. Professor

Respected Sir,

We are pleased to inform you that you have been appointed as Curriculum Design Head for syllabus setting and / or resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment,

Please email at college@smshettyinstitute.org.

Regards,

Principal
Bunts Sangha's S. M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076.





BUNTS SANGHA'S

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ISO 21001 : 2018 Certified

SMS/345-5

March 1, 2023

To,

Mrs. Nidhi Chandorkar
Asst. Professor

Respected Madam,

We are pleased to inform you that you have been appointed as Curriculum Design Head for syllabus setting and / or resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment,

Please email at college@smshettyinstitute.org.

Regards,

Principal
PRINCIPAL

Bunts Sangha's S. M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076.





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SMS/345-6

March 1, 2023

To,

Ms. Namrata Dube
Asst. Professor

Respected Madam,

We are pleased to inform you that you have been appointed as Curriculum Design Head for syllabus setting and / or resource person as mentioned against your name in the attached appointment letter.

Please co-ordinate with the Board and submit your acceptance at the earliest.

For any queries regarding appointment,

Please email at college@smshettyinstitute.org.

Regards,



Principal

Bunts Sangha's S. M. Shetty College
of Science, Commerce & Management Studies
Powai, Mumbai - 400 076.



Certificate Course in Research Methodology

Certificate Course

FOR MEMBER OF BOARD OF STUDIES (BOS) AND/OR RESOURCE PERSON

Name	Address	Role	Contact/Email-id
CS Sandesha Shetty Vic-Principal	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Chairperson of BOS	sandeshas@smshettyinstitute.org
Ms. Priya Nadar Asst. Professor	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Convenor	priyan@smshettyinstitute.org
CS Sandesha Shetty Vic-Principal	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Course Framing Head	sandeshas@smshettyinstitute.org
Dr. Sridhara Shetty Principal	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Resource Person	sridharas@smshettyinstitute.org
Dr. Liji Santosh Vice-Principal & IQAC Co-ordinator	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Resource Person	lijis@smshettyinstitute.org
Dr. Vijay Vishwakarma Asst. Professor	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Resource Person	vijayv@smshettyinstitute.org
Ms. Nidhi Chandorkar Asst. Professor	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Resource Person	nidhic@smshettyinstitute.org
Ms. Namrata Dube Asst. Professor	Bunts Sangha's S.M. Shetty College of Science, Commerce and Management Studies, Powai	Resource Person	namratad@smshettyinstitute.org


PRINCIPAL
PRINCIPAL

Bunts Sangha's S. M. Shetty College,
 of Science, Commerce & Management Studies
 Powai, Mumbai - 400 076.





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ACTION TAKEN REPORT

FEEDBACK RECEIVED	ACTION TAKEN
Students gave positive feedback. They expressed their satisfaction with the course content, resource persons, and lectures.	It was decided that such courses will be continued in the future as well for the benefit of students.