EVENT COMPLETION REPORT

Please prepare the report signed by the program Secretariat/Program coordinator within 10 days of event completion for record. Reports should be 2-4 pages.

SECTION A: Event Detail

Event title:	**SOFT SKILLS FOR BUDDING MANAGERS**		
Starting date of event: **Ending date of event:**	9th November, 2020	**Duration of Event (in days)**	1 day
Name of the event organizing School	**SBS**		
Name of the event organizing Department	HR & OB		
Sponsor of the Event (Sharda University in case of internal sponsorship)	-		
Committee Members:	**Convener/Coordinator**	Prof.Saumya Kumar Email: saumya.kumar@sharda.ac.in Contact No: 8512013344	
	Co convener	Dr. Nimmi Agarwal Email: nimmi.agarwal@sharda.ac.in Contact No: 19810777226 Prof.Nauma Rafique Email: nauma.rafique@sharda.ac.in Contact No: 8826716856	
	Coordinator		
Chief Guest/ Guest of Honor with affiliation (If any)			
Name of Speaker/s with affiliation (If any)		**Expert from TIMES Education**	

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SECTION B: Event report and reflection

Event objectives-

The event aimed at granting insights into the intricacies and importance of strong soft skills to the students. An effort would be made to improvise amongst the students the importance of soft skills in one's career.

Event description:

The event would be conducted through the Google Meet by T.I.M.E. Education. Being an effective communicator takes real skill. Communication skill is very important for the personal and professional growth.

1. Participants (compulsory for events):

S. No	Total Participants	Number of Male	Number of Female
1	50	47	3

2. Budget distribution from University/any other agency:

3. Appendix

Please attach the following details in the report (DON'T SEND ANY OTHER ATTACHMENTS)

Note that the participant contact list is a mandatory requirement .

✓	Appendix
1	Participant contact list:
2	Participants feedback on the organized program.
3	Photographs of the events

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1. List of Participants

S.No.	Name	Student ID	Roll Number
1	Ayush Chand	2019580622	190241085
2	Ayush Kumar Atul	2019005226	190241086
3	Ayush Raj Gupta	2019001311	190241088
4	Ayush Shakya	2019616948	190241089
5	Ayush Sharma	2019587904	190241090
6	Ayush Singh	2019652872	190241091
7	Bhumesh Agarwal	2019003143	190241092
8	Bongkhao Jatong	2019005160	190241093
9	Brandon Waikhom	2019002619	190241095
10	C Laldinmawia	2019607629	190241096
11	Chahit Giri	2019006411	190241097
12	Chaudhary Siddhartha Varshney	2019550469	190241098
13	Daood Ali Khan	2019007457	190241100
14	Deepanshu Singh	2019540244	190241101
15	Deepjyoti Das	2019539404	190241102
16	Devansh Agarwal	2019001280	190241103
17	Dhruv Awasthi	2019004363	190241104
18	Divyanshu Pandey	2019538000	190241109
19	E Sharif Khan	2019004995	190241110
20	Eeshan Chettri	2019608235	190241112
21	Faisal Ahmad	2019006418	190241114
22	Faraaz Ahmed	2019005882	190241116
23	Fardeen Qureshi	2019591483	190241117
24	Gaingamlung Kamei	2019001832	190241119
25	Gaurav Chauhan	2019002921	190241120
26	Gaurav Kashyap	2019534614	190241121
27	Gautam Mehra	2019003712	190241122
28	Gourav Kumar	2019598481	190241123
29	Gurbandurdy Meredov	2019001372	190241125
30	Hamza Bukhari	2019613254	190241126
31	Harish Kumar Giri	2019002458	190241128
32	Harish Kumar Yadav	2019525695	190241129
33	Harsh Gupta	2019006645	190241130
34	Harsh Ranjan	2019000531	190241131
35	Harsh Tyagi	2019003047	190241132
36	Hazim Showkat	2019501297	190241134
37	Heather Kundai Mushori	2019001492	190241135
38	Henry H Hungshi	2019001849	190241136
39	Himanshu Koundal	2019567361	190241137
40	Himanshu Nishad	2019004615	190241138
41	Hritik Gupta	2019002751	190241139
42	Ibrahim Rahi Siddiqui	2019006481	190241141

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43	Ishan Gupta	2019650519	190241145
44	Ishi Gupta	2019008024	190241146
45	J Zorinsanga	2019006357	190241147
46	Jatin Saini	2019555307	190241149
47	Judith Botoka Bokole	2019005666	190241153
48	Junaid Khan	2019556651	190241154
49	K.Om Sai Varshith	2019510066	190241155
50	Kanishka Gupta	2019005574	190241157

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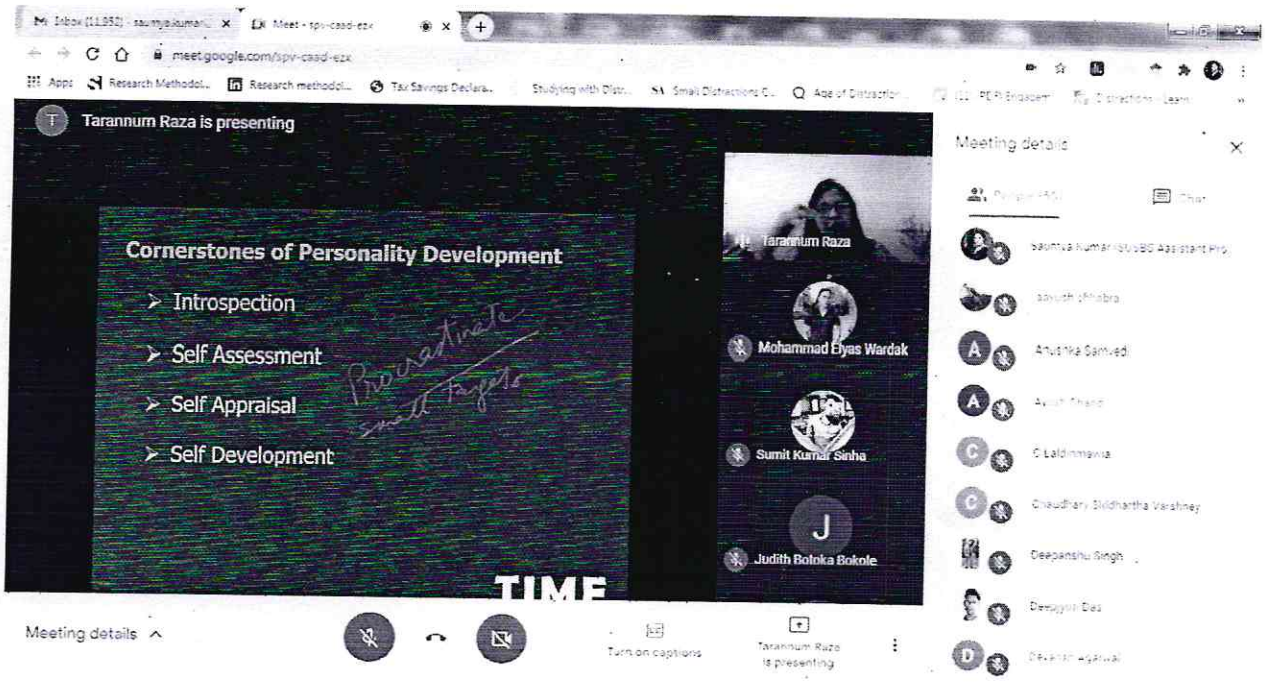
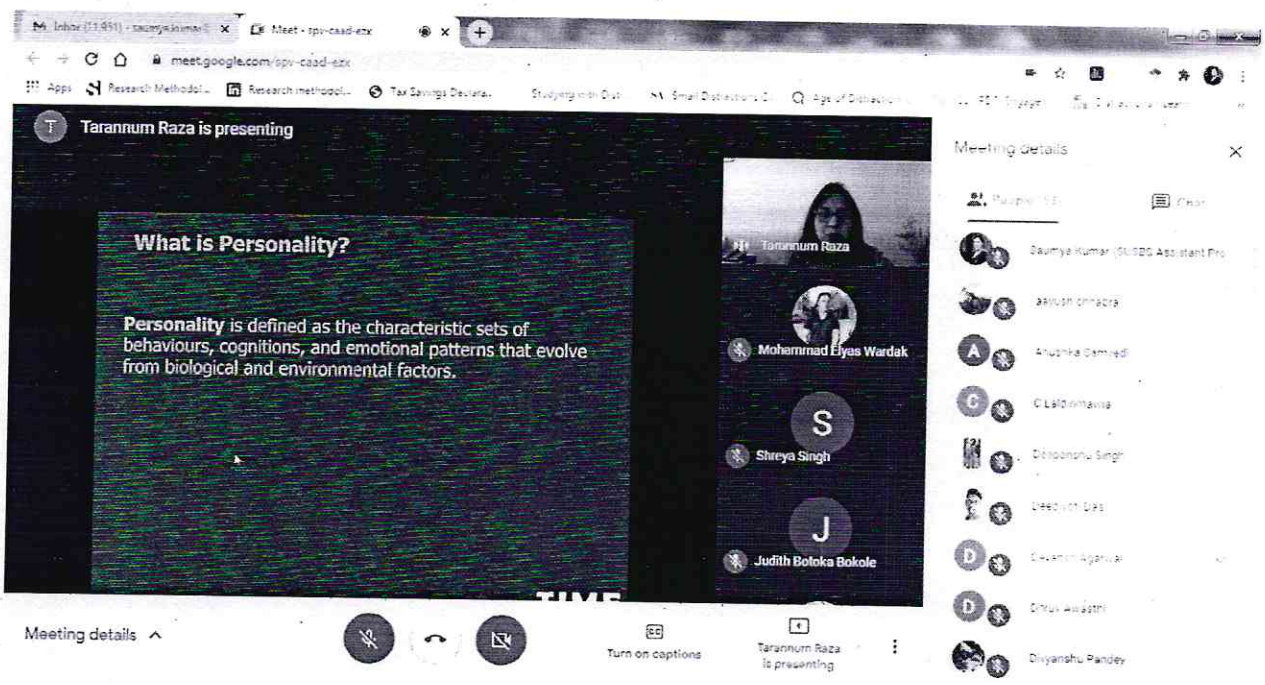
3. *Photographs of the events*





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