



Event Completion Report

Please prepare the report signed by the program Secretariat/Program coordinator within 1 day of event completion for record. Reports should be 2-09 pages. Please append participants list.

SECTION A: Event Detail

Event title:	One Day online Workshop on Advance Excel for MBA Final Year Students		
Starting date of event:	31/10/2020	Duration of Event (in days)	1 Day 09.30 AM- 02:00 PM
Name of the event organizing School	SBS in collaboration with Career Counselling & Development Centre, SU		
Name of the event organizing Department	SBS in collaboration with Career Counseling & Development Centre is organizing One- Day workshop on Advance Excel for MBA Fina Year Students		
Sponsor of the Event (Sharda University in case of internal sponsorship)	Sharda University		
Committee Members:	Convener/Coordinator	Prof (Dr) Subir Ranjan Das	
	Co convener	Dr. Parul Saxena Dr. Geeta Durga	
	Coordinators		
Target Beneficiaries of the Event:	MBA Final Year Students		
Name of Speaker/s with affiliation (If any)	Quality Cognition Pvt Ltd Mr. Abhishek Lall		



SECTION B: Event report and reflection

Event objectives:

1. To impart Basic to Advance level knowledge of Excel to MBA students
2. To enable students to maintain large sets of Excel data in a list or table.
3. Create dynamic reports by mastering one of the most popular tools, PivotTables.
4. Summarize data with Excel by incorporating **formulas, formatting, and charts and graphs.**
5. Design simple to complex formulas by **nesting Excel functions.**
6. **Import, fine-tune, and share Excel data.**
7. **Instill Confidence in student to work on any practical project/ data analysis.**

Event description:

Career Counselling & development Centre and SBS is organising an, “workshop on Advance Excel”, meet on Saturday, Oct 10, 2020, to Microsoft Excel is a powerful tool essential for managing and presenting data in today’s working environment. This One – day workshop on Microsoft Excel will impart knowledge and skills to create and edit worksheets, use formulas and functions, sort and filter detail data visually and present summary information to students (PG & UG) at the University level.

Participants (compulsory for events):

S. No	Total Participants	Number of Male	Number of Female
1	79*	37	42

Total registration registered: 90

Total Participation: 79

1. Budget distribution from University/any other agency:

2. Appendices

Please attach the following documentation to the report as required. **Note that the participant contact list is a mandatory requirement for all Project completion reports.**

✓	Appendices
1	Participant contact list: Attendance attached
2	Event Agenda: Providing “One Day online Workshop on Advance Excel for MBA Final Year Students”
3	Photographs of the events: Attached
4	Web sites or resources
5	Other information or resources



Total Participation

SN	Name	SN	Name	SN	Name
1	Shubham Gaur	28	Mahdi Ahmadi	55	Shaik Nadeem Basha
2	Abhishek Lall	29	Nadeem Shaik	56	Shivam Kalpushu
3	Deepanshu Tiwari	30	Surabhi Kumari	57	Priya Chaudhary
4	John Banze	31	Mohammad Yasin Saedi	58	Sharad Chaturvedi
5	Meghna Chauhan	32	Shubham Gaur	59	Abdulsalam Mukhtar Uba
6	Pallavi Singh	33	Ruqyya Anjum	60	Abbas Umar
7	Richa Kumari	34	Neha Bhati	61	Anjali Singh
8	Vaishali Sharma	35	Preksha Sharma	62	Deepanshu Singh
9	Ebah Ehouman Jean Jacques	36	Apurva Choudhary	63	Sadam Makhdomzada
10	Sahil Rai	37	Deeksha Dhanai	64	Poorvi Pandey
11	Nazneen Perween	38	Afreen Khan	65	Aditya Panchal
12	Siwani Kumari	39	Sachin Srivastav	66	Shafia Gowhar
13	Ankit Chauhan	40	Sara Yasmine Kamara	67	Gandoulou Bassyngat Preval
14	Shubham Rana	41	Puneet Sharma	68	Melhem Elise Marie_Venance Ako-Nomel
15	Fariha Habib	42	Vandana Yadav	69	Hariom Chauhan
16	Ujjwal Singh	43	Sakshi Kaul	70	Kaveri Sinha
17	Abdulrahaman Balarabe	44	Saloni Pandey	71	Shivam Kaushik
18	Devesh Kumar	45	Queeneth Oluchi Nelson	72	Reshu Agarwal
19	Nitisha	46	Eesha Sharma	73	Abhimanyu Singh
20	Ankit Kumar	47	Abhinav Singh	74	Kajal Mishra
21	Ankur Srivastava	48	Priya Agrawal	75	Mustafa Sheikh
22	Abhishek Pandey	49	Srishti Ghosh	76	Abdoulaye Bamba
23	Kamal Kant Sagar	50	Varunika Rajput	77	Simran Prakash
24	Shreya Aswal	51	Lovprit Kour	78	Laxmi Sharma
25	Mohita Singh	52	Shilpee Chauhan	79	Aqib Rahman Chowdhury
26	Shalu Mishra	53	Prabin Yadav		
27	Sakshi Kaul	54	Kanika Pachauri		





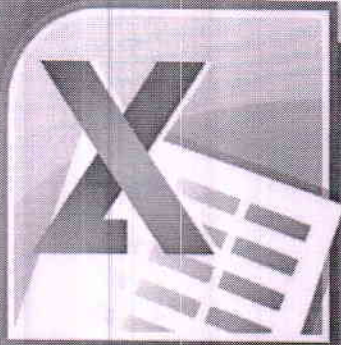
SHARDA
UNIVERSITY
Beyond Boundaries

SCHOOL OF
BUSINESS
STUDIES



Quality Cognition Pvt. Ltd.

in association with Career Counselling &
Development Centre and Quality Cognition Pvt. Ltd.



One-Day Online Workshop on

MS-EXCEL

(Basic to Advance)

31st October 2020 | 9:30 AM - 1:30 PM

Convener

Prof. (Dr.) Subir Ranjan Das

Co- Conveners

Dr. Parul Saxena

Dr. Geeta Durga Arora

Registration Link: <https://tinyurl.com/XcelWokshop>



Meeting ID: meet.google.com/qaa-tye-qgn?authuser=0

Abhishek Lall is presenting

1 Day Online Workshop on Advan...

People (36)

- Kamal Kant Sagar
- Mehdi Ahmadi
- Meghna Chauhan
- Nazneen Perween
- Neha Bhati
- Nitisha
- Pallavi Singh
- Parul Saxena (SUSBS Assistant Profe...

Abhishek Lall is presenting

1 Day Online Worksh...

Meet attendance

Meeting ID: meet.google.com/qaa-tye-qgn?authuser=0

1 Day Online Workshop on Advan...

People (40)

- Sara Yasmine Kamara
- Shalu Mishra
- Shreya Aswal
- Shubham Rana
- Siwani Kumari
- Surabhi Kumari
- Ujjwal Singh
- Vaishali Sharma

Abhishek Lall

Devesh Kumar

Ujjwal Singh

Pallavi Singh

Abhinav Singh

Ankit Kumar

Deepanshu Tiwari

Kamal Kant Sagar

Nitisha

Parul Saxena (SU...

Siwani Kumari

JOHN BANZE

Shalu Mishra

Deeksha Dhanal

Surabhi Kumari

Shreya Aswal

1 Day Online Worksh...

Meet attendance



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REC Abhishek Lal is presenting

1 Day Online Workshop on Advan...

People (43)

Chat

	F	G	H	I	J	K
18	Solution Proposed		0.6	44531	87900	132431.6
19	Written Proposal		0.7	44501	109725	154226.7
20	Verbal Approval		0.9	44228	145800	190028.9
21	Formal Approval		1	44256	157000	201257
22	Budget Validated		0.4	44287	69200	113487.4
23	Needs Analysis		0.5	44409	85500	129909.5
24	Solution Proposed		0.6	44440	100800	3 145240.6
25						
26						145243.6
27						145243.6
28						

Abhishek Lal is presenting

Turn on captions

People (43): Sara Yasmira Kantara, Shaib Mishra, Shreya Aswal, Shubham Gaur, Shubham Rana, Siwani Kumari, Surabhi Kumari, Ujjwal Singh, Varunika Rajput

REC Abhishek Lal is presenting

1 Day Online Workshop on Advan...

People (54)

Chat

Abhishek Lal is presenting

Turn on captions

People (54): Shivani Kaushik, Shreya Aswal, Shubham Rana, Siwani Kumari, Shahti Ghosh, Surabhi Kumari, Ujjwal Singh, Varunika Rajput



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1 Day Online Workshop on Advan... X

REC

People (30)

Chat

Farif Saxena (SUSBS Assistant Profe...)

Prabin Yadav

Preksha Sharma

Priya Agrawal

Puneet Sharma

Richa Kumari

Sahil Rai

shilpee chauhan

Abhishek Lal is presenting

Deepanshu Tiwari (outside Sharda University) joined

1 Day Online Worksh... ^

Turn on captions Present now

Registration- Onli...xlsx

Type here to search

9:32 AM 31-Oct-20

1 Day Online Workshop on Advan... X

REC

Abhishek Lal is presenting

People (33)

Chat

Let everyone send messages

Preksha Sharma 2:05 PM
Thank you sir it was a great session.

You 2:05 PM
Thank you sir

Meghna Chauhan 2:05 PM
Thank you so much sir

Siwani Kumari 2:05 PM
It was an informative session, thank you soo much sir.

Send a message to everyone

1 Day Online Worksh... ^

Turn on captions Abhishek Lal is presenting

Meet attendance - Meet attendance -

Type here to search

2:05 PM 31-Oct-20



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