



University of Mumbai

**NIRMALA COLLEGE OF COMMERCE**

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Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

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# Criteria 5.1.2



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**Index Criteria 5.1.2**

**Capacity building and skills enhancement initiative taken by the institution include the following**

Soft Skills and Report of Soft Skills
Communication Skills and Report of Communication Skills
Life Skills and Report of Life Skills
ICT and Report of ICT Skills



*Gadav*

**VC Principal**  
**Nirmala College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)



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# Soft Skills and Report of Soft Skills



*Gader*

**I/C Principal**

**Nirma College of Commerce**

Rani Sati Marg, Mun. School Bldg.,

Malad (E)



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**5.1.2 Capacity building and skills enhancement initiative taken by the institution include the following:**

1. Soft Skills
2. Communication Skills
3. Life Skills
4. ICT/Computing Skills

1. Soft Skills



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**IQAC AND ALUMINI JOINTLY ORGANISES CAPACITY BUILDING AND SKILL ENHANCEMENT INITIATIVES**

**IN  
 SOFT SKILLS DEVELOPMENT 8 DAYS SDP**

**SCHEDULE - 20TH JULY 2021 TO 27TH JULY 2021**  
**MODE - ONLINE, YOUTUBE VIDEOS BY TUTORIALS POINT**  
**TIME - BY ONE'S CHOICE**  
**FOR - F.Y.B.COM, S.Y.B.COM AND T.Y.B.COM STUDENTS OF 2021-22**



LINK:  
[HTTPS://YOUTU.BE/X60GHPQ8GJK](https://youtu.be/x60GHPQ8GJK)  
 DATE: 20-07-2021



LINK:  
[HTTPS://YOUTU.BE/H\\_FLN8BJKHW](https://youtu.be/H_FLN8BJKHW)  
 DATE: 21-07-2021



LINK:  
[HTTPS://YOUTU.BE/GBEHENMQINC](https://youtu.be/GBEHENMQINC)  
 DATE: 22-07-2021



LINK:  
[HTTPS://YOUTU.BE/L4FNPL7CJK4](https://youtu.be/L4FNPL7CJK4)  
 DATE: 23-07-2021



LINK:  
[HTTPS://YOUTU.BE/IKTRL5TUUUG](https://youtu.be/IKTRL5TUUUG)  
 DATE: 24-07-2021



LINK:  
[HTTPS://YOUTU.BE/V7FXPWSOLIE](https://youtu.be/V7FXPWSOLIE)  
 DATE: 25-07-2021



LINK:  
[HTTPS://YOUTU.BE/6-QBIDPNPOG](https://youtu.be/6-QBIDPNPOG)  
 DATE: 26-07-2021



LINK:  
[HTTPS://YOUTU.BE/9\\_CNF-RKLGU](https://youtu.be/9_CNF-RKLGU)  
 DATE: 27-07-2021



*Principals*

**Principals**  
**Nirma College of Commerce**  
 Rani Sati Marg, Mun. School Bldg.,  
 Malad (E)



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**NIRMALA COLLEGE OF COMMERCE**

Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

Soft Skills Report:

To,  
The principal,  
Nirmala College of Commerce,  
Malad (East), Mumbai- 400097

Subject: Report of Soft Skills Development (8 days SDP)

Respected Sir,

I, Asst. Prof. Pankaj Maurya, in capacity of IQAC coordinator presenting report of – Soft Skills Development (8 days SDP) programme for students of F.Y.B.Com, S.Y.B.Com and T.Y.B.Com.


The details of report are as below –


Sr. No	Name of Activity	Date	Beneficiaries	You-tube Video Link
1	Soft Skills Overview	20-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/x60GHPQ8GJK">HTTPS://YOUTU.BE/X60GHPQ8GJK</a>
2	Soft Skills Anger Management	21-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/HFLN8BJKHW">HTTPS://YOUTU.BE/HFLN8BJKHW</a>
3	Soft Skills Assertiveness	22-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/GBEHENMQINC">HTTPS://YOUTU.BE/GBEHENMQINC</a>
4	Soft Skills Self Confidence	23-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/L4FNPL7CJK4">HTTPS://YOUTU.BE/L4FNPL7CJK4</a>
5	Soft Skills Self Esteem	24-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/IKTRL5TUUUG">HTTPS://YOUTU.BE/IKTRL5TUUUG</a>
6	Soft Skills Body Language	25-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/V7FXPWSOL1E">HTTPS://YOUTU.BE/V7FXPWSOL1E</a>
7	Soft Skills Smart Goals	26-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/6-QB1DPNPOG">HTTPS://YOUTU.BE/6-QB1DPNPOG</a>
8	Soft Skills Social Learning	27-07-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/9CNF-RKLGU">HTTPS://YOUTU.BE/9CNF-RKLGU</a>

For this online programme, over 800 student got brain storm session the report was collected by the mentor/class teacher and compiled by IQAC, please accept and oblige.

Thanking You,



  
**I/C Principal**  
**Nirmala College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)

  
Your Sincerely  
IQAC In- charge



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# Communication Skills and Report of Communication Skills



*Dr. Gadev*

**IC Principal**

**Nirmala College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)



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2. Communication Skills

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Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

**IQAC AND ALUMINI JOINTLY ORGANISES CAPACITY BUILDING AND SKILL ENHANCEMENT INITIATIVES**  
**IN**  
**COMMUNICATION SKILLS DEVELOPMENT 8 DAYS SDP**

**SCHEDULE - 15TH SEPT 2021 TO 22ND SEPT 2021**  
**MODE - ONLINE, YOUTUBE VIDEOS BY TUTORIALS POINT**  
**TIME - BY ONE'S CHOICE**  
**FOR - F.Y.B.COM, S.Y.B.COM AND T.Y.B.COM STUDENTS OF 2021-22**

 <b>LINK:</b> <a href="https://youtu.be/SRN5JGR9TZO">HTTPS://YOUTU.BE/SRN5JGR9TZO</a> <b>DATE: 15-09-2021</b>	 <b>LINK:</b> <a href="https://youtu.be/H7QQUGWPAPI">HTTPS://YOUTU.BE/H7QQUGWPAPI</a> <b>DATE: 16-09-2021</b>	 <b>LINK:</b> <a href="https://youtu.be/H2_OUHT_FNA">HTTPS://YOUTU.BE/H2_OUHT_FNA</a> <b>DATE: 17-09-2021</b>
 <b>LINK:</b> <a href="https://youtu.be/1CYRZ_GZKH4">HTTPS://YOUTU.BE/1CYRZ_GZKH4</a> <b>DATE: 18-09-2021</b>	 <b>LINK:</b> <a href="https://youtu.be/A3HPFBX8V4">HTTPS://YOUTU.BE/A3HPFBX8V4</a> <b>DATE: 19-09-2021</b>	 <b>LINK:</b> <a href="https://youtu.be/05PT30D_JGW">HTTPS://YOUTU.BE/05PT30D_JGW</a> <b>DATE: 20-09-2021</b>
 <b>LINK:</b> <a href="https://youtu.be/X3FZ_GU5WUE">HTTPS://YOUTU.BE/X3FZ_GU5WUE</a> <b>DATE: 21-09-2021</b>	 <b>LINK:</b> <a href="https://youtu.be/QX231MLTAR4">HTTPS://YOUTU.BE/QX231MLTAR4</a> <b>DATE: 22-09-2021</b>	



*Dr. Gadev*  
**I/C Principal**  
**Nirmala College of Commerce**  
 Rani Sati Marg, Mun. School Bldg.,  
 Malad (E)



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Communication Skills Report:

To,  
The principal,  
Nirmala College of Commerce,  
Malad (East), Mumbai- 400097

Subject: Report of Communication Skills Development (8 days SDP)

Respected Sir,

I, Asst. Prof. Pankaj Maurya, in capacity of IQAC coordinator presenting report of – Communication Skills Development (8 days SDP) programme for students of F.Y.B.Com, S.Y.B.Com and T.Y.B.Com.

The details of report are as below –

Sr. No	Name of Activity	Date	Beneficiaries	You-tube Video Link
1	Developing Communication Skills	15-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/SRN5JGR9TZO">HTTPS://YOUTU.BE/SRN5JGR9TZO</a>
2	Improve your English-Speaking Skills	16-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/H7QQUGWPAPI">HTTPS://YOUTU.BE/H7QQUGWPAPI</a>
3	Improve your Voice Quality	17-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/H2OUHTFNA">HTTPS://YOUTU.BE/H2OUHTFNA</a>
4	Transforming your Communication Skills	18-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/1CYRZGZKH4">HTTPS://YOUTU.BE/1CYRZGZKH4</a>
5	Improve your Communication Skills	19-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/A3HPFBX8V4">HTTPS://YOUTU.BE/A3HPFBX8V4</a>
6	4 Steps of Mastery	20-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/05PT30DJGW">HTTPS://YOUTU.BE/05PT30DJGW</a>
7	Practical Actionable Roadmap	21-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/X3FZGU5WUE">HTTPS://YOUTU.BE/X3FZGU5WUE</a>
8	Tips for Great Job Interviews	22-09-2021	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/QX23IMLTAR4">HTTPS://YOUTU.BE/QX23IMLTAR4</a>

For this online programme, over 800 student got brain storm session the report was collected by the mentor/class teacher and compiled by IQAC, please accept and oblige.

Thanking You,



**I/C Principal**

**Nirmala College of Commerce**

Rani Sati Marg, Mun. School Bldg.,  
Malad (E)

Your sincerely  
IQAC In- charge





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# Life Skills and Report of Life Skills



*Gadav*

**IC Principal**

**Nirma College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)



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3. Life Skills:




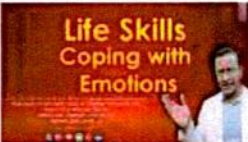
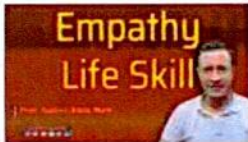



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**IQAC AND ALUMINI JOINTLY ORGANISES CAPACITY BUILDING AND SKILL ENHANCEMENT INITIATIVES**  
**IN**  
**LIFE SKILLS DEVELOPMENT 8 DAYS SDP**

**SCHEDULE - 10TH JAN 2022 TO 17TH JAN 2022**  
**MODE - ONLINE, YOUTUBE VIDEOS**  
**TIME - BY ONE'S CHOICE**  
**FOR - F.Y.B.COM, S.Y.B.COM AND T.Y.B.COM STUDENTS OF 2021-22**

 <b>Life Skills</b> LINK: <a href="https://youtu.be/OCRSEQB2XY8">HTTPS://YOUTU.BE/OCRSEQB2XY8</a> DATE: 10-01-2022	 <b>Life Skills</b> <b>Critical Thinking</b> LINK: <a href="https://youtu.be/OX0EONTOOGS">HTTPS://YOUTU.BE/OX0EONTOOGS</a> DATE: 11-01-2022	 <b>Problem Solving &amp; Decision Making</b> LINK: <a href="https://youtu.be/QTNGGDMFQE">HTTPS://YOUTU.BE/QTNGGDMFQE</a> DATE: 12-01-2022
 <b>Life Skills</b> <b>Coping with Emotions</b> LINK: <a href="https://youtu.be/_FVDE1_M2_I">HTTPS://YOUTU.BE/_FVDE1_M2_I</a> DATE: 13-01-2022	 <b>Empathy</b> <b>Life Skill</b> LINK: <a href="https://youtu.be/WSOLNG-J-ZK">HTTPS://YOUTU.BE/WSOLNG-J-ZK</a> DATE: 14-01-2022	 <b>Core Life Skills (WHO identified)</b> LINK: <a href="https://youtu.be/GIZXXTZL0">HTTPS://YOUTU.BE/GIZXXTZL0</a> DATE: 15-01-2022
 LINK: <a href="https://youtu.be/SCCX6IiWORM">HTTPS://YOUTU.BE/SCCX6IiWORM</a> DATE: 16-01-2022	 <b>THE LIFE SKILLS</b> <b>Topic-1</b> <b>SELF-AWARENESS</b> LINK: <a href="https://youtu.be/2EXKGLIR320">HTTPS://YOUTU.BE/2EXKGLIR320</a> DATE: 17-01-2022	



*G. D. Desai*  
**I/C Principal**  
**Nirmala College of Commerce**  
 Rani Sati Marg, Mun. School Bldg.,  
 Malad (E)



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Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

Life Skills Report:

To,  
The principal,  
Nirmala College of Commerce,  
Malad (East), Mumbai- 400097

Subject: Report of Life Skills Development (8 days SDP)

Respected Sir,

I, Asst. Prof. Pankaj Maurya, in capacity of IQAC coordinator presenting report of – Life Skills Development (8 days SDP) programme for students of F.Y.B.Com, S.Y.B.Com and T.Y.B.Com.

The details of report are as below –

Sr. No	Name of Activity	Date	Beneficiaries	You-tube Video Link
1	Life Skills Education	10-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/OCRSEQB2XY8">HTTPS://YOUTU.BE/OCRSEQB2XY8</a>
2	Critical Thinking	11-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/OX0EONTOOGS">HTTPS://YOUTU.BE/OX0EONTOOGS</a>
3	Problem Solving & Decision Making	12-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/IQTNGGDMFQE">HTTPS://YOUTU.BE/IQTNGGDMFQE</a>
4	Coping with Emotions	13-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/FVDE1M2I">HTTPS://YOUTU.BE/FVDE1M2I</a>
5	Empathy Life Skill	14-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/WSOLNG-J-ZK">HTTPS://YOUTU.BE/WSOLNG-J-ZK</a>
6	Core Life Skills	15-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/GIZXXTZL0">HTTPS://YOUTU.BE/GIZXXTZL0</a>
7	Self-Awareness	16-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/SCCX6IHWORM">HTTPS://YOUTU.BE/SCCX6IHWORM</a>
8	10 Core Life Skills by WHO	17-01-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/2EXKGLIR320">HTTPS://YOUTU.BE/2EXKGLIR320</a>

For this online programme, over 800 student got brain storm session the report was collected by the mentor/class teacher and compiled by IQAC, please accept and oblige.

Thanking You,




**IC Principal**

**Nirmala College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)

Your sincerely  
IQAC In- charge



University of Mumbai

**NIRMALA COLLEGE OF COMMERCE**

Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

# ICT Skills and Report of ICT Skills



*Q. A. Desai*

**IC Principal**

**Nirma College of Commerce**

Rani Sati Marg, Mun. School Bldg.,

Malad (E)



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4. ICT/Computing Skills:

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Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

**IQAC AND ALUMINI JOINTLY ORGANISES CAPACITY BUILDING AND SKILL ENHANCEMENT INITIATIVES  
 IN  
 ICT SKILLS DEVELOPMENT 8 DAYS SDP**

**SCHEDULE - 01ST MAR 2022 TO 08TH MAR 2022  
 MODE - ONLINE, YOUTUBE VIDEOS  
 TIME - BY ONE'S CHOICE  
 FOR - F.Y.B.COM, S.Y.B.COM AND T.Y.B.COM STUDENTS OF  
 2021-22**

 <p><b>LINK:</b>  <a href="https://youtu.be/ON6DSIP5YW0">HTTPS://YOUTU.BE/ON6DSIP5YW0</a>  <b>DATE:</b> 01-03-2022</p>	<p><b>I.T TRAINING PROGRAM</b></p>  <p><b>LINK:</b>  <a href="https://youtu.be/2JULQ87RA58">HTTPS://YOUTU.BE/2JULQ87RA58</a>  <b>DATE:</b> 02-03-2022</p>	 <p><b>LINK:</b>  <a href="https://youtu.be/J_O0BNU13B0">HTTPS://YOUTU.BE/J_O0BNU13B0</a>  <b>DATE:</b> 03-03-2022</p>
 <p><b>LINK:</b>  <a href="https://youtu.be/6KSDA-JER58">HTTPS://YOUTU.BE/6KSDA-JER58</a>  <b>DATE:</b> 04-03-2022</p>	 <p><b>LINK:</b>  <a href="https://youtu.be/GXZDQOIGBOE">HTTPS://YOUTU.BE/GXZDQOIGBOE</a>  <b>DATE:</b> 05-03-2022</p>	 <p><b>LINK:</b>  <a href="https://youtu.be/H7TBGLFZMTC">HTTPS://YOUTU.BE/H7TBGLFZMTC</a>  <b>DATE:</b> 06-03-2022</p>
 <p><b>LINK:</b>  <a href="https://youtu.be/RXV_UIN6E-Y">HTTPS://YOUTU.BE/RXV_UIN6E-Y</a>  <b>DATE:</b> 07-03-2022</p>	 <p><b>LINK:</b>  <a href="https://youtu.be/AWEEKHTHINQ">HTTPS://YOUTU.BE/AWEEKHTHINQ</a>  <b>DATE:</b> 08-03-2022</p>	



*[Signature]*  
**I/C Principal**  
**Nirma College of Commerce**  
 Rani Sati Marg, Mun. School Bldg.,  
 Malad (E)



University of Mumbai  
**NIRMALA COLLEGE OF COMMERCE**

Municipal School Bldg., Rani Sati Marg, Malad (East), Mumbai - 400 097. • Tel.: 2844 1083

ICT/Computing Skills Report:

To,  
The principal,  
Nirmala College of Commerce,  
Malad (East), Mumbai- 400097

Subject: Report of ICT Skills Development (8 days SDP)

Respected Sir,

I, Asst. Prof. Pankaj Maurya, in capacity of IQAC coordinator presenting report of – ICT Skills Development (8 days SDP) programme for students of F.Y.B.Com, S.Y.B.Com and T.Y.B.Com.

The details of report are as below –

Sr. No	Name of Activity	Date	Beneficiaries	You-tube Video Link
1	IT Skills Training for beginners	01-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/ON6DSIP5YW0">HTTPS://YOUTU.BE/ON6DSIP5YW0</a>
2	IT Skills Training Program	02-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/2JULQ87RA58">HTTPS://YOUTU.BE/2JULQ87RA58</a>
3	What is IT and ICT	03-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/J00BNU13B0">HTTPS://YOUTU.BE/J00BNU13B0</a>
4	Basic Computer Courses	04-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/6KSDA-JER58">HTTPS://YOUTU.BE/6KSDA-JER58</a>
5	Excel Shortcuts	05-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/GXZDQO1GBOE">HTTPS://YOUTU.BE/GXZDQO1GBOE</a>
6	Save and Save As Option	06-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/H7TBGLFZMTC">HTTPS://YOUTU.BE/H7TBGLFZMTC</a>
7	10 Excel Formulas	07-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/RXV UIN6E-Y">HTTPS://YOUTU.BE/RXV UIN6E-Y</a>
8	How to stop unwanted Promotional Emails	08-03-2022	F.Y.+S.Y.+T.Y.B.Com Students	<a href="https://youtu.be/AWECKHTHINQ">HTTPS://YOUTU.BE/AWECKHTHINQ</a>

For this online programme, over 800 student got brain storm session the report was collected by the mentor/class teacher and compiled by IQAC, please accept and oblige.

Thanking You,



**I/C Principal**

**Nirmala College of Commerce**  
Rani Sati Marg, Mun. School Bldg.,  
Malad (E)

Your sincerely  
IQAC In- charge