



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)  
**Amaravathi Road, Gorantla, Guntur – 522034 (A.P)**  
Email: [st\\_anns\\_coll@yahoo.co.in](mailto:st_anns_coll@yahoo.co.in) Website: [www.stannscollegeforwomen.org](http://www.stannscollegeforwomen.org)

**Criterion: VI**

**Metric – 6.3.3**



### **Criterion-VI Governance, Leadership & Management**

**6.3.3 Percentage of Teaching and Non-teaching staff participating in Faculty Development Programs (FDP), Management Development Programs (MDP's), Professional Development /Administrative Training Programs during the last Five years.**

**Report of IQAC organizing FDPs**



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### TO WHOM SO EVER IT MAY CONCERN

This is to certify that the details of the number of teaching faculties and non-teaching staff participating in Faculty Development Program (FDP) and Administrative Training Program during last five years are given below.

| Academic Year | Number of Teaching Faculty participated in FDP's | Number of Non-Teaching Staff participated in MDP/Training program | Total Number of (FDP) & Administrative Training Program (ATP) attended by the Teaching and Non-Teaching Staff |
|---------------|--|---|---|
| 2022-23       | 40   | 19  | 59  |
| 2021-22       | 12   | 18  | 30  |
| 2020-21       | 26   | 18  | 44  |
| 2019-20       | 00   | 17  | 17  |
| 2018-19       | 00   | 16  | 16  |

\*One Staff is participated in more than one program has been counted as ONE.



Dr. Su. Fatima V

PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



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**Date: 25-05-2022**

From

The IQAC Co-Ordinator,  
St. Ann's College for Women,  
Gorantla, Guntur.

To

The Principal,  
St. Ann's College for Women,  
Gorantla, Guntur

**Sub: Requisition to conduct five days FDP to Staff – Reg.**

Respected Sister,

The IQAC from St. Ann's College for Women, would like to conduct Five-day FDP on the topic of “IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS” for our faculties during the Academic year 2022-23. In this regard, we request you to kindly approve the above mentioned FDP and do the needful.

### **Resource Persons - Day 1: Inauguration by Principal**

**St. Ann's College for Women**

**Day 2: Prof. K. Viyanna Rao**  
Former Vice-Chancellor,  
Acharya Nagarjuna University.

**Day 3: Dr. Anitha**  
Principal TJPS College, Guntur

**Day 4: Rev. Dr. Sr. Mary Tresa. T**  
Provincial Superior, Guntur, Province,  
Bharat pet, Guntur.

**Day 5: Mrs. Juliet Shakeela**  
Govt, Chemical Examiner,  
Regional Prohibition excise, Laboratory,  
Guntur.

**Thanking You**

*Approved  
Dr. Sr. Fatima RamP*

**Yours Sincerely**

*R. J. Rao*  
Coordinator-IQAC  
St. Ann's College for Women  
GORANTLA, GUNTUR-522034.



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All UG & PG Faculty and Office Staff are Cordially  
Invited

### ORGANISING COMMITTEE

1. Dr. Sr. Fatima Rani. P- Principal & Correspondent
2. Rev. Sr. V. Shalome Jyothi- St. Ann's Management
3. Mrs. R. Sharon Rose - Vice-Principal
4. Dr. P. L. N Narasimha Rao- IQAC - Coordinator
5. Dr. J. Pratap Reddy - IQAC Director
6. Mrs. D. Swarna Charan Rai - IQAC - Asst. Coordinator

### PROGRAMME Day: 1

- Introduction of the Topic
- Welcoming the Guests
- Lighting of Lamp
- Key note Address by Chairperson
- Speeches by Resource Persons



ST. ANN'S COLLEGE FOR WOMEN  
GORANTLA, GUNTUR- 522034



### TWO-DAY FACULTY DEVELOPMENT PROGRAMME

ON

### "IMPLEMENTATION OF NEP-2020

### FOR EFFECTIVE TEACHERS"

8<sup>th</sup> to 12<sup>th</sup> June 2023

Day- 2

Session-I : Chief Guest  
**Prof. K. Viyanna Rao**  
Former Vice-Chancellor,  
Acharya Nagarjuna University, GUNTUR  
TOPIC : "NEP-2020"  
TIME :: 9.30 AM -11.00 AM

• TEA BREAK -11.00 AM - 11.15 AM

Day- 3

SESSION-I: Guest Of Honour  
**Dr. Anitha**  
Principal, TJPS College, GUNTUR  
TOPIC : "ROLE OF TEACHER"  
TIME :: 9.30 AM -11.00 AM

TEA BREAK-11.00 AM - 11.15 AM

Day- 4

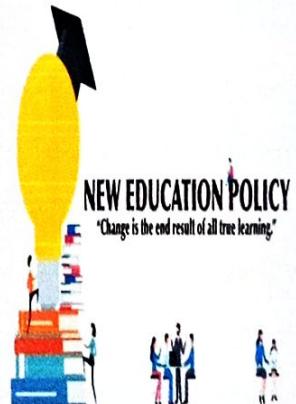
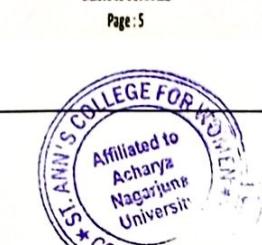
Session-I: Chief Guest  
**Rev. Dr. Sr. Mary Tresa. T**  
Provincial Superior, Guntur Province,  
Bharatpet, GUNTUR  
TOPIC : "HEALTH & HYGIENE-  
WHO- PARAMETERS"  
TIME :: 9.30 AM -11.00 AM

• TEA BREAK --11.00 AM - 11.15 AM

Day-5

Session-I: Guest Of Honour  
**Mrs. Juliet Shakeela,**  
Govt. Chemical Examiner,  
Regional Prohibition Excise Laboratory,  
GUNTUR.  
TOPIC : "ANTI-DRUG &  
PSYCHOTRAFFIC SUBSTANCES"  
TIME :: 9.30 AM -11.00 AM

TEA BREAK --11.00 AM - 11.15 AM  
Vote of Thanks.  
VALEDICTORY FUNCTION: DISTRIBUTION OF  
CERTIFICATES



Organized By

Principal & Management

St. Ann's College For Women  
Gorantla, Guntur.

Page: 1

*Deb Felton L*  
PRINCIPAL

St. Ann's College for Women  
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### About the College

St. Ann's college for women was established in 1997. It is affiliated to Acharya Nagarjuna University, Guntur and is recognized under Section '2f' of the UGC Act 1956-New Delhi.

Since its inception it has been emerging as a universal cosmopolitan and prestigious college in Guntur with a legacy of well qualified, committed and highly experienced skilful Principals.

The College has experienced, qualified and competent Staff who are committed and dedicated for the Academic accomplishment and Holistic development of the Student community

The College provides Value based Education to Young Women and imparts Intellectual & Spiritual integrity for enrichment of Innovative Skills and enhances Women Empowerment to transform them into foundational stones of the Society" with the MOTTO of "EDUCATE, ENRICH & EMPOWER".

It is joy that a feather of Excellence is added into the cap of St. Ann's College as it has successfully and fruitfully completed its 25 years of "Intellectual Endeavors" and celebrated its SILVER JUBILEE CELEBRATIONS in 2022.

### **AIM & OBJECTIVES OF THE PROGRAMME::**

The programme aims to improve the faculty's pedagogical and other skills and familiarize them with teaching strategies and resources.

The objectives of the Faculty Development Programmes are to enable faculty to:

1. Understand the significance of higher education, in the global and Indian contexts
2. Understand the linkages between Education and socio-economic, and cultural development.

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### **FIVE DAY PROGRAMMEON**

#### **FACULTY DEVELOPEMENT**

8<sup>th</sup> to 12<sup>th</sup> JUNE 2023

CHAIR PERSON

Rev. Dr. Sr. Fatima Rani. P  
Principal & Correspondent

9<sup>th</sup> JUNE 2023

Chief Guest Prof. K.

Viyanna Rao Former  
Vice-Chancellor,  
Acharya Nagarjuna University  
GUNTUR

**TOPIC : "NEP-2020"**

10<sup>th</sup> JUNE 2023

Guest Of Honour

Dr. Anitha Principal,  
TJPS College,  
GUNTUR

**TOPIC : "ROLE OF TEACHER"**

11<sup>th</sup> JUNE 2023

Chief Guest

Rev. Dr. Sr. Mary Tresa. T  
Provincial Superior,  
Guntur Province,  
GUNTUR

**TOPIC : "HEALTH & HYGIENE-  
WHO-PARAMETERS"**

12<sup>th</sup> JUNE 2023

Guest Of Honour Mrs. Juliet  
Shakeela, Govt. Chemical  
Examiner,

Regional Prohibition Excise Laboratory,  
GUNTUR.

**TOPIC : "ANTI-DRUG & PSYCHOTRAFFIC  
SUBSTANCES"**

Time :: From 9 AM to 1PM

Venue : Auditorium, Gnanam Block, St. Ann's College for  
Women, Guntur

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*Dr. Sri. Fatima P*  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



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### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

### PARTICIPANTS LIST

| S.No | Name of the Participant             | Department                      |
|------|-------------------------------------|---------------------------------|
| 01   | Dr.Sr. Fatima Rani P.               | Principal                       |
| 02   | Mrs.R. Sharon Rose                  | Vice-Principal                  |
| 03   | Mr. SK. Mehaboob Subhani            | HOD Dept of Mathematics         |
| 04   | Mrs. J. Prameela Rani               | HOD Dept of Commerce            |
| 05   | Mrs. B.Joyce                        | HOD Dept of Chemistry           |
| 06   | Mrs.M. Anjana Devi                  | Lecturer Dept of Commerce       |
| 07   | Mr.Ch. Rama Rao                     | HOD Dept of Physics             |
| 08   | Mrs.G. Sailaja                      | PG Librarian                    |
| 09   | Mrs.D.Swarna Charani Rai            | HOD Dept of Computer science    |
| 10   | Dr.J.Pratapa Reddy                  | HOD Dept of Statistics          |
| 11   | Mrs.M.Usha Rani                     | HOD Dept of MCA                 |
| 12   | Mrs.K.Vanaja                        | HOD Dept of Bio Technology      |
| 13   | Dr.G.Radhika                        | HOD Dept of MBA                 |
| 14   | Dr. P. Lakshmi Narasimha Rao        | Prof Dept of MBA                |
| 15   | Mrs.G.Saroja                        | Lecturer Dept of Commerce       |
| 16   | Mrs.G. Anitha Bhanu                 | Lecturer Dept of Chemistry      |
| 17   | Mrs.B. Usha Rani                    | HOD Dept of BCA                 |
| 18   | Mrs.G.Vijaya Lakshmi                | Lecturer Dept of Statistics     |
| 19   | Mrs. K. Vidyadhari                  | HOD Dept of Botany              |
| 20   | Mr.D. Simon                         | Lecturer Dept of Botany         |
| 21   | Mrs.D. Venkata Ramanamma            | Lecturer Dept of MCA            |
| 22   | Mrs.P. Sandhya                      | HOD Dept of English             |
| 23   | Mrs.Sk. Mahaboob Subhani – Commerce | Lecturer Dept of Commerce       |
| 24   | Mrs.I. Adi Lakshmi                  | HOD Dept of Sanskrit            |
| 25   | Mrs.D.Anitha                        | UG Librarian                    |
| 26   | Mr.G.Bala Show Reddy                | HOD Dept of Physical Education  |
| 27   | Sr.G.Margaret Priyanka              | Lecturer Dept of Bio Technology |
| 28   | Mrs. B. Ranjitha                    | HoD Dept of Micro biology       |



*Dr. S. Fatima Rani*

PRINCIPAL

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|    |                           |                              |
|----|---------------------------|------------------------------|
| 29 | Mrs.L. Mary Anusha        | Lecturer Dept of Mathematics |
| 30 | Miss.G. Vani              | Lecturer Dept of MCA         |
| 31 | Mrs. Lt. K. Susmitha      | Associate NCC Oficer         |
| 32 | Sr.T.Sandhya              | Lecturer Dept of MBA         |
| 33 | Dr.V.Vani                 | Lecturer Dept of MBA         |
| 34 | Miss.B. Manasa            | Lecturer Dept of MCA         |
| 35 | Miss.P. Anitha            | Lecturer Dept of MCA         |
| 36 | Mrs.R.Phani Rajya Lakshmi | HOD Dept of Telugu           |
| 37 | Miss.N.Sri Harika         | Lecturer Dept of Physics     |
| 38 | Miss.K.Grace Shanthi Ann  | Lecturer Dept of English     |
| 39 | Mrs.J.Sirisha             | Lecturer Dept of MBA         |
| 40 | Mr.J.Venkateswara Rao     | Lecturer Dept of MCA         |



Dr. L. Fatima Rani  
PRINCIPAL  
St. Ann's College for Women  
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**FEEDBACK FORM**  
**FIVE DAYS FACULTY DEVELOPMENT PROGRAM**  
**On**  
**IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS**  
**From 8<sup>th</sup> to 12<sup>th</sup> June 2023**  
**ATTENDANCE SHEET**

| S.No | Name of the Participant                 | Department               | Signature |        |         |         |         |
|------|---|--------------------------|-----------|--------|---------|---------|---------|
|      |   |                          | 8/6/23    | 9/6/23 | 10/6/23 | 11/6/23 | 12/6/23 |
| 01   | Dr. Sr. Fatima Rani .P.<br>Principal    |                          | ✓         | ✓      | ✓       | ✓       | ✓       |
| 02   | Mr. SK. Mehaboob<br>Subhani             | Mathematics              | ✓         | ✓      | ✓       | ✓       | ✓       |
| 03   | Mrs. R. Sharon Rose                     | Commerce                 | ✓         | ✓      | ✓       | ✓       | ✓       |
| 04   | Mrs. J. Prameela Rani                   | Commerce                 | ✓         | ✓      | ✓       | ✓       | ✓       |
| 05   | Mrs. B. Joyce                           | Chemistry                | ✓         | ✓      | ✓       | ✓       | ✓       |
| 06   | Mrs. M. Anjana Devi                     | Commerce                 | ✓         | ✓      | ✓       | ✓       | ✓       |
| 07   | Mr. Ch. Rama Rao                        | PHYSICS                  | ✓         | ✓      | ✓       | ✓       | ✓       |
| 08   | Mrs. G. Sailaja                         | Dept. of C. Sc.          | ✓         | ✓      | ✓       | ✓       | ✓       |
| 09   | Mrs. D. Swarna Charani Rai              | Computer Science         | ✓         | ✓      | ✓       | ✓       | ✓       |
| 10   | Dr. J. Pratapa Reddy                    | STATISTICS               | ✓         | ✓      | ✓       | ✓       | ✓       |
| 11   | Mrs. M. Usha Rani                       | Computer Science         | ✓         | ✓      | ✓       | ✓       | ✓       |
| 12   | Mrs. K. Vanaja                          | Biotechnology            | ✓         | ✓      | ✓       | ✓       | ✓       |
| 13   | Dr. G. Radhika                          | MBA                      | ✓         | ✓      | ✓       | ✓       | ✓       |
| 14   | Dr. P. Lakshmi Narasimha<br>Rao         | MBA                      | ✓         | ✓      | ✓       | ✓       | ✓       |
| 15   | Mrs. G. Saroja                          | Commerce                 | ✓         | ✓      | ✓       | ✓       | ✓       |
| 16   | Mrs. G. Anitha Bhanu                    | CHEMISTRY                | ✓         | ✓      | ✓       | ✓       | ✓       |
| 17   | Mrs. B. Usha Rani                       | Computer Science         | ✓         | ✓      | ✓       | ✓       | ✓       |
| 18   | Mrs. G. Vijaya Lakshmi                  | STATISTICS               | ✓         | ✓      | ✓       | ✓       | ✓       |
| 19   | Mrs. K. Vidyadhari                      | BOTANY                   | ✓         | ✓      | ✓       | ✓       | ✓       |
| 20   | Mr. D. Simon                            | BOTANY                   | ✓         | ✓      | ✓       | ✓       | ✓       |
| 21   | Mrs. D. Venkata<br>Ramanamma            | Dept. of<br>Computer Sc. | ✓         | ✓      | ✓       | ✓       | ✓       |
| 22   | Mrs. P. Sandhya                         | DEPT. OF<br>English      | ✓         | ✓      | ✓       | ✓       | ✓       |
| 23   | Mrs. Sk. Mahaboob Subhani<br>– Commerce | Commerce                 | ✓         | ✓      | ✓       | ✓       | ✓       |
| 24   | Mrs. I. Adi Lakshmi                     | Sanskrit                 | ✓         | ✓      | ✓       | ✓       | ✓       |



Dr. S. Felina

PRINCIPAL  
*St. Ann's College for Women*  
 GORANTLA, GUNTUR-522 034

|    |                           |                  |              |              |              |              |              |              |
|----|---------------------------|------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 25 | Mrs.D.Anitha              | Library Science  | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 26 | Mr.G.Bala Show Reddy      | Phy. Edu         | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 27 | Sr.G.Margaret Priyanka    | Biotechnology    | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 28 | Mrs. B. Ranjitha          | Microbiology     | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 29 | Mrs.L. Mary Anusha        | Mathematics      | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 30 | Miss.G. Vani              | Computers        | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 31 | Mrs.K. Susmitha           | Phy. Edu         | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 32 | Sr.T.Sandhya              | <del>S</del>     | <del>S</del> | <del>S</del> | <del>S</del> | <del>S</del> | <del>S</del> | <del>S</del> |
| 33 | Dr.V.Vani                 | <del>✓</del>     | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 34 | Miss.B. Manasa            | Computer Scen.   | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 35 | Miss.P. Anitha            | Computer Scen.   | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 36 | Mrs.R.Phani Rajya Lakshmi | TELUGU           | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 37 | Miss.N.Sri Harika         | Physics          | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 38 | Miss.K.Grace Shanthi Ann  | TELANGANA        | TELANGANA    | TELANGANA    | TELANGANA    | TELANGANA    | TELANGANA    | TELANGANA    |
| 39 | Mrs.J.Sirisha             | MBA              | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |
| 40 | Mr.J.Venkateswara Rao     | <del>✓</del> MCA | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> | <del>✓</del> |



Dr. S. Fatima Ram P

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## FACULTY DEVELOPMENT PROGRAMME ON IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS IN COLLABORATION WITH IQAC

### CERTIFICATE OF PARTICIPATION

This is to certify that Prof/Dr/Mr/Mrs/Miss ....Sr. Fatima Rani. P.....

Department of .....Principal & Correspondent.....

St. Ann's College for Women, Guntur had participated in FACULTY DEVELOPMENT PROGRAMME on  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS" Organized by the Management in  
collaboration with IQAC from 8<sup>th</sup> to 12<sup>th</sup> June 2023.

R. Khan  
IQAC Co-ordinator



Dr. L. R. Khan  
Rev. Dr. Sr. Fatima Rani. P  
Principal

St. Ann's College for Women  
GORANTLA, GUNTUR

PRINCIPAL  
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FACULTY DEVELOPMENT PROGRAMME  
ON  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS  
IN COLLABORATION WITH IQAC

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Prof/Dr/Mr/Mrs/Miss ..... R. Sharon Rose.....

Department of ..... Vice-Principal Dept. of Commerce.....

St. Ann's College for Women, Guntur had participated in FACULTY DEVELOPMENT PROGRAMME on  
"IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS" Organized by the Management in  
Collaboration with IQAC from 8<sup>th</sup> to 12<sup>th</sup> June 2023.

*R. Sharon*  
IQAC Co - ordinator



*D.L.R.*  
Rev. Dr. Sr. Fatima Rani. P  
Principal  
St. Ann's College for Women  
GORANTLA, GUNTUR.

*✓*  
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## FACULTY DEVELOPMENT PROGRAMME

ON

### IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS

IN COLLABORATION WITH IQAC

#### **CERTIFICATE OF PARTICIPATION**

This is to certify that Prof/Dr/Mr/Mrs/Miss ..... S.M. Subani.....

Department of ..... HOD: Dept. of Mathematics.....

St. Ann's College for Women, Guntur had participated in FACULTY DEVELOPMENT PROGRAMME on  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS" Organized by the Management in  
Collaboration with IQAC from 8<sup>th</sup> to 12<sup>th</sup> June 2023.

D.S. Fatima Rani

Rev. Dr. Sr. Fatima Rani, P

Principal

St. Ann's College for Women  
GORANTLA, GUNTUR.

D  
PRINCIPAL

St. Ann's College for Women  
GORANTLA, GUNTUR-522 034





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FACULTY DEVELOPMENT PROGRAMME  
ON  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS  
IN COLLABORATION WITH IQAC  
**CERTIFICATE OF PARTICIPATION**

This is to certify that Prof/Dr/Mr/Mrs/Miss ..... J. Prameela Rani.....

Department of ..... HOD, Lecturer in Commerce.....

St. Ann's College for Women, Guntur had participated in FACULTY DEVELOPMENT PROGRAMME on  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS" Organized by the Management in  
Collaboration with IQAC from 8<sup>th</sup> to 12<sup>th</sup> June 2023.

R. R. Rani  
IQAC Co - ordinator



DR. F. R.  
Rev. Dr. Sr. Fatima Rani, P  
Principal  
St. Ann's College for Women  
GORANTLA, GUNTUR.

P  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST. ANN'S COLLEGE FOR WOMEN

Affiliated to Acharya Nagarjuna University

Recognized Under Section 2(f) of UGC Act 1956- New Delhi.

AMARAVATHI ROAD, GORANTLA, GUNTUR - 522034, A.P.



**FACULTY DEVELOPMENT PROGRAMME  
ON  
IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS  
IN COLLABORATION WITH IQAC  
CERTIFICATE OF PARTICIPATION**

This is to certify that Prof/Dt/Mr/Mrs/Miss ..... B. Joyce .....

Department of ..... HOD, Dept. of Chemistry .....

St. Ann's College for Women, Guntur had participated in FACULTY DEVELOPMENT PROGRAMME on "IMPLEMENTATION OF NEP - 2020 FOR EFFECTIVE TEACHERS" Organized by the Management in Collaboration with IQAC from 8<sup>th</sup> to 12<sup>th</sup> June 2023.

*R. Bharan*  
IQAC Co - ordinator



*D. S. R.*  
Rev. Dr. Sr. Fatima Rani. P  
Principal  
ST. ANN'S COLLEGE FOR WOMEN  
GORANTLA, GUNTUR.

*S. R.*  
PRINCIPAL  
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## ST. ANN'S COLLEGE FOR WOMEN

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Email: st\_anns\_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Name of the Participant: B. Manasa

Department: Computer Science

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | ✓         |           |      |         |               |
| 2    | Focus on active learning techniques and their demonstration   |           | ✓         |      |         |               |
| 3    | Adequate opportunity to interact with trainer                 | ✓         |           |      |         |               |
| 4    | Judicious mix of concepts principles and practices            |           | ✓         |      |         |               |
| 5    | Overall rating  | ✓         |           |      |         |               |

How this program has met your expectations of promoting active modern teaching methods in classroom?

It is very useful for all faculty members.



B. Manasa  
Staff Signature

D. B

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### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Name of the Participant: SK. M. Subhan

Department: Department of commerce

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | ✓         |           |      |         |               |
| 2    | Focus on active learning techniques and their demonstration   | ✓         |           |      |         |               |
| 3    | Adequate opportunity to interact with trainer                 | ✓         |           |      |         |               |
| 4    | Judicious mix of concepts principles and practices            | ✓         |           |      |         |               |
| 5    | Overall rating  | ✓         |           |      |         |               |

How this program has met your expectations of promoting active modern teaching methods in classroom?

Program is very excellent

SKM Subhan  
Staff Signature

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### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Name of the Participant: *Dr. Balasubramanian Reddy*

Department: *Physical Education.*

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | ✓         |           |      |         |               |
| 2    | Focus on active learning techniques and their demonstration   |           | ✓         |      |         |               |
| 3    | Adequate opportunity to interact with trainer                 | ✓         |           |      |         |               |
| 4    | Judicious mix of concepts principles and practices            | ✓         |           |      |         |               |
| 5    | Overall rating  | ✓         |           |      |         |               |

How this program has met your expectations of promoting active modern teaching methods in classroom?

*Program is very excellent and needful  
to for all faculty members.*

  
Staff Signature

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### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Name of the Participant: Lt. K. Susmitha

Department: Department of physical education

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | ✓         |           |      |         |               |
| 2    | Focus on active learning techniques and their demonstration   | ✓         |           |      |         |               |
| 3    | Adequate opportunity to interact with trainer                 | ✓         |           |      |         |               |
| 4    | Judicious mix of concepts principles and practices            |           | ✓         |      |         |               |
| 5    | Overall rating  | ✓         |           |      |         |               |

How this program has met your expectations of promoting active modern teaching methods in classroom?

The program is very usefull for me and it helped me to develop my skills.



Staff Signature



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### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Name of the Participant: D.v.Ramana

Department: Department of Computer Science

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | ✓         |           |      |         |               |
| 2    | Focus on active learning techniques and their demonstration   | ✓         |           |      |         |               |
| 3    | Adequate opportunity to interact with trainer                 | ✓         |           |      |         |               |
| 4    | Judicious mix of concepts principles and practices            | ✓         |           |      |         |               |
| 5    | Overall rating  | ✓         |           |      |         |               |

How this program has met your expectations of promoting active modern teaching methods in classroom?

The program is very useful for the faculty.  
& the program is excellent.

  
Staff Signature



  
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### FEEDBACK FORM

### FIVE DAYS FACULTY DEVELOPMENT PROGRAM

On

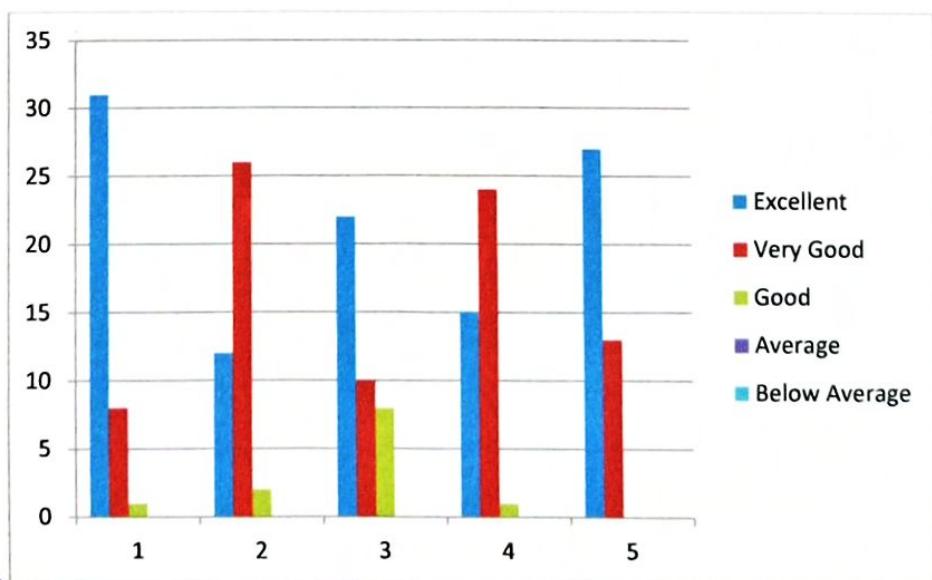
### IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS

From 8<sup>th</sup> to 12<sup>th</sup> June 2023

#### Feedback Analysis Table

| S.No | Queries   | Excellent | Very Good | Good | Average | Below Average |
|------|---|-----------|-----------|------|---------|---------------|
| 1    | Organization of FDP session planning by the course instructor | 31        | 8         | 1    | 0       | 0             |
| 2    | Focus on active learning techniques and their demonstration   | 12        | 26        | 2    | 0       | 0             |
| 3    | Adequate opportunity to interact with trainer                 | 22        | 10        | 8    | 0       | 0             |
| 4    | Judicious mix of concepts principles and practices            | 15        | 24        | 1    | 0       | 0             |
| 5    | Overall rating  | 27        | 13        | 0    | 0       | 0             |

#### Feedback Analysis Chart



*D.S. Felina*  
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### REPORT ON FIVE DAYS FACULTY DEVELOPMENT PROGRAM On IMPLEMENTATION OF NEP – 2020 FOR EFFECTIVE TEACHERS From 8<sup>th</sup> to 12<sup>th</sup> June 2023

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with IQAC successfully organized Five Day Faculty Development Programme on “Implementation of NEP 2020 for Effective Teachers” on 8<sup>th</sup> to 12<sup>th</sup> June 2023, which was held in College Conference Hall at Gnanam Block, presented different topics in detail by eminent educationists and the Faculty experienced a very beneficial academic environment.

Principal Dr. Sr. Fatima Rani. P as the Chair Person inaugurated the first day Faculty Development Programme with the opening prayer. Prof.K.Viyanna Rao, Former Vice – Chancellor, Acharya Nagarjuna University, Guntur and Rev.Dr.Sr.Mary Tresa.T Provincial Superior, Guntur Province was invited as the Chief Guest and Dr.S.Anitha Devi Principal.PG Course ,TJPS College Guntur and Mrs .Juliet Shakeela Devi, Govt, Chemical Examiner ,Regional Prohibition Excise Laboratory ,Guntur as Guests of Honour

In second day session, the topic New Education Policy -2020 was presented by the Chief Guest Prof.K.Viyanna Rao started his views about very basic idea of Education, Learning and Teaching and specifically highlighted the recent trends of NEP -2020, a very important aspect to be considered while Teaching – Learning process is an effective tool for NAAC Process.

In Third day session, Dr.S.Anitha Devi as Guest of Honour shared her experiences on the topic ‘Role of Teacher and Stress Management’. She spoke on Value Based Education in the concept of role of teacher, characteristics, general and specific objectives of teacher and advised the faculty to become an ideal teacher to the student and to the society and also stated, the best ways to overcome the stress management of teachers.

In Fourth day session, The Chief Guest Rev.Dr.Sr.Mary Paul Tresa, .T had presented the topic “Health Dynamics” with a wonderful power point presentation. Sister stated that Health is a dynamic issue, which is widely recognized with five dimensions namely physical, mental, emotional, social and spiritual. She enlightened the faculty on these

  
Dr. Fatima Rani  
PRINCIPAL



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dimensions which are constantly inter relate and interact with one another to create an individual's overall health status.

In Fifth day session, The programme progressed with the lecture on “Anti – Drugs & Psycho Traffic Substances by Mrs. Juliet Shakeela Devi in which she mainly focused on Anti-social elements such as drugs and Narcotics, Illicit liquor propagation sectors and its prohibition which are vital for healthy society and social harmony. She also mentioned about Narcotic Drugs and Psychotropic Substances Act 1985 and its features. Faculty interacted with the experts and among themselves during the session.



  
Dr. L. Felina

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Criterion: VI

Metric –6.1.1



PPT on NEP 2020



Felicitation of Prof. K. Viyanna Rao



*Dr. Fatima L*  
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Date: 07-12-2022

### NOTICE

All the Administrative staff are informed that there will be a Training Program on “**DIGITAL LITERACY**” by PMG DISHA (Pradhan Mantri Grameen Digital Saakshrata Abhyaan) from 12-12-2022 to 16-12-2022 at 04:00 PM to 5:00 PM All the Administrative staff are required to attend the Training program without fail.

*Qb A. Fel*  
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## FIVE DAY TRAINING PROGRAM

On

**“DIGITAL LITERACY”**

From 12<sup>th</sup> to 16<sup>th</sup> December, 2022

## PARTICIPANTS LIST

| S.No | Name                         | Designation                          |
|------|------------------------------|--------------------------------------|
| 1    | Sr. Vanga Lakshmi Jyothi     | Office Superintendent and Accountant |
| 2    | Sr. A. Amitha Rani           | Jr. Assistant                        |
| 3    | P. Joseph Vijaya Kumar Reddy | Record. Assistant                    |
| 4    | Ravela Veeramma              | Sr. Assistant                        |
| 5    | Tadigiri Kishore Babu        | Electrician / Computer Operator      |
| 6    | Chivukula Siva Rama Prasad   | Jr. Assistant & Examinations         |
| 7    | Jonnada Venkateswara Rao     | Jr. Assistant & Scholarships         |
| 8    | Vemula Ratna Kumari          | Sr. Assistant                        |
| 9    | Murugudu Pavani              | Jr. Assistant                        |
| 10   | Yerramsetti Anjana Devi      | Attender                             |
| 11   | Govindu Mary Aswini          | Attender                             |
| 12   | Yarla Badaraiah              | Attender                             |
| 13   | Nelaturi Aneesha             | Library Assistant                    |
| 14   | Yamarthi Sundari             | Attender                             |
| 15   | Madasu Premalatha            | Attender                             |
| 16   | Tumma Neelima                | Attender                             |
| 17   | Nelaturi Geetha              | Attender                             |
| 18   | Koyyagura Rajesh             | Attender                             |
| 19   | Dodda Chitty                 | Library Assistant                    |



*Dol Felic L*

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## REPORT ON FIVE DAY TRAINING PROGRAM

On

### “DIGITAL LITERACY”

From 12<sup>th</sup> to 16<sup>th</sup> December, 2022

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with PMG DISHA (Pradhan Mantri Grameen Digital Saakshrata Abhyaan) successfully organized Five Day Training Programme on “**DIGITAL LITERACY**” From 12<sup>th</sup> to 16<sup>th</sup> December, 2022.

The training program was conducted for skills need to live, learn and work in a society where communication access to information is increasingly through digital technologies like internet platforms, social media, mobile devices, visual literacy, data literacy, media literacy and metaliteracy.

The session was an interactive one, where advanced concepts in digital literacy in present scenario were clearly demonstrated by Mr.Rakesh and Mr.Murali from PMG DISHA.





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*Dr. S. Bal*

**PRINCIPAL**  
*St. Ann's College for Women*  
**GORANTLA, GUNTUR-522 034**

जम संख्या/SI No. ....



इंटरेक्टिवी लो सूचना ड्राइवर्सी विभाग (मीटीएसी)

सूचना वित्त संस्कार औपरिवर्ती विभाग, सरकार भारत

की ओर से प्राप्ति

Under the scheme of  
Department of Electronics & Information Technology (MeitY)  
Ministry of Communications & Information Technology, Government of India



प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान

PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

डिजिटल साक्षरता का अधिमूल्यन

APPRECIATION OF DIGITAL LITERACY

औपबंधिक प्रमाणपत्र

PROVISIONAL CERTIFICATE

नाम Name : *K. Rajesh*  
माता का नाम Mother's Name : *K. Va2ram*  
पिता का नाम Fathers's Name : *K. Babu Rao*  
संरक्षक का नाम Guardian's Name :

यह प्रमाणित किया जाता है कि उपर्युक्त अभ्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाई), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा **Dec, 12 to 16 2022** में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during **Dec, 12 to 16 2022** under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Devale*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS

\*This is a computer generated digitally signed certificate issued with the particulars filled in the exam filled by candidate themselves.



प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान  
PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

डिजिटल साक्षरता का अधिमूल्यन  
APPRECIATION OF DIGITAL LITERACY

औपबंधिक प्रमाणपत्र  
PROVISIONAL CERTIFICATE

नाम Name : Y. Anjana Devi  
 माता का नाम Mother's Name : Y. Lakshmi Devamma  
 पिता का नाम Fathers's Name : Y. Venkata Ramaiah  
 संरक्षक का नाम Guardian's Name :  
 Name :

यह प्रमाणित किया जाता है कि उपर्युक्त अभ्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाई), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा Dec, 12 to 16 2022 में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during Dec, 12 to 16 2022 under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Devaiah*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS

क्रम संख्या/SI. No. ....



इंडियानी की एक शासकीय विभाग (विभागीयानी)  
राष्ट्र की शासकीय विभागीय विभागीय विभागीय  
की शासकीय विभागीय  
Under the scheme of  
Department of Electronics & Information Technology (MeitY)  
Ministry of Communications & Information Technology, Government of India



Har Ghar e-Shakshut PMGDISHA

प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान  
PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

# डिजिटल साक्षरता का अधिमूल्यन APPRECIATION OF DIGITAL LITERACY

## औपर्युक्त प्रमाणपत्र PROVISIONAL CERTIFICATE

नाम Name : G. Mary Aswini  
माता का नाम Mother's Name : G. Nirmala Mary  
पिता का नाम Fathers's Name : G. Mareelu  
संरक्षक का नाम Guardian's Name :  
:

यह प्रमाणित किया जाता है कि उपर्युक्त अभ्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाई), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा Dec, 12 to 16 2022 में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during Dec 12 to 16 2022 under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Banalal*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS

\*This is a computer generated digitally signed certificate issued with the particulars filled in the exam filled by candidate themselves.



प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान  
PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

डिजिटल साक्षरता का अधिमूल्यन  
APPRECIATION OF DIGITAL LITERACY

औपचारिक प्रमाणपत्र  
PROVISIONAL CERTIFICATE

नाम Name : Y.Sekhar Babu  
 माता का नाम Mother's Name : Y.Suvarthamma  
 पिता का नाम Fathers's Name : Y.Kondaiah  
 संरक्षक का नाम Guardian's Name :  
 Name :

यह प्रमाणित किया जाता है कि उपर्युक्त अभ्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाई), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा **Dec, 12 to 16 2022** में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during **Dec, 12 to 16 2022** under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Banakar*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS



प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान  
PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

डिजिटल साक्षरता का अधिमूल्यन  
APPRECIATION OF DIGITAL LITERACY

औपबंधिक प्रमाणपत्र  
PROVISIONAL CERTIFICATE

नाम Name : Sr. Amitha Rani A  
 माता का नाम Mother's Name : A. LOURDU Mary  
 पिता का नाम Fathers's Name : A. Rayapa Reddy  
 संरक्षक का नाम Guardian's Name :

यह प्रमाणित किया जाता है कि उपर्युक्त अध्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाइ), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा **Dec, 12 to 16 2022** में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during **Dec, 12 to 16 2022** under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Anand*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS



प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान  
PRADHAN MANTRI GRAMIN DIGITAL SAKSHARTA ABHIYAN

डिजिटल साक्षरता का अधिमूल्यन  
APPRECIATION OF DIGITAL LITERACY

औपबंधिक प्रमाणपत्र  
PROVISIONAL CERTIFICATE

नाम Name : V. Ratna Kumari

माता का नाम Mother's Name : V. Mary

पिता का नाम Fathers's Name : V. Satya Narayana Rao

संरक्षक का नाम Guardian's Name :

यह प्रमाणित किया जाता है कि उपर्युक्त अध्यर्थी ने इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय (एमईआईटीवाई), भारत सरकार की योजना "प्रधान मंत्री ग्रामीण डिजिटल साक्षरता अभियान (पीएमजी दिशा)" के अंतर्गत, हरियाणा नॉलेज कार्पोरेशन लिमिटेड द्वारा **Dec, 12 to 16** 2022 में आयोजित "डिजिटल साक्षरता का अधिमूल्यन" की परीक्षा को सफलतापूर्वक उत्तीर्ण किया है।

This is to certify that above mentioned candidate has successfully completed "APPRECIATION OF DIGITAL LITERACY" examination conducted by Haryana Knowledge Corporation Limited during **Dec, 12 to 16** 2022 under the scheme "Pradhan Mantri Gramin Digital Saksharta Abhiyan" of Ministry of Electronics & Information Technology (MeitY), Government of India.

पी एम जी दिशा, परियोजना प्रबंधन इकाई  
PMGDISHA PMU

*Ch. Ravinder*  
परीक्षा नियंत्रक  
CONTROLLER OF EXAMINATIONS



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)  
Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 20-06-2022

**From**

**The IQAC Co-Ordinator,  
St.Ann's College for Women,  
Gorantla, Guntur.**

**To**

**The Principal,  
St.Ann's College for Women,  
Gorantla, Guntur**

**Sub: Requisition to conduct five days Training Program to Administrative Staff – Reg.**

**Respected Sister,**

**The IQAC from St.Ann's College for Women would like to conduct Fiveday Training program on the topic of “ONLINE DATA ENTRY”to our Administrative staff during the Academic year 2021-22. In this regard, we request you to kindly approve the above mentioned Training Program and do the needful.**

**Duration: 5 days**

**Dates from 27-06-2022 to 01-07-2022**

**Resource Person: Ms. B.Manasa**

**Assistant Professor, Department of MCA  
St.Ann's College for Women, Gorantla, Guntur**

**Thanking You**

*P. Jhawn*  
**Yours Sincerely**

**Coordinator-IQAC  
St. Ann's College for Women  
GORANTLA, GUNTUR-522034.**

*P. Jhawn*  
**PRINCIPAL**

**St. Ann's College for Women  
GORANTLA, GUNTUR-522 034**





## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,

Recognized Under Section 2(f) of UGC Act 1956-New Delhi)

**Amravati Road, Gorantla, Guntur – 522034 (A.P)**

Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 23-06-2022

### NOTICE

All the Administrative staff are informed that there will be a Training Program on **“ONLINE DATA ENTRY”** by **Ms.B.Manasa , Assistant Professor, Department of MCA , St. Ann's College for Women, Gorantla,Guntur** from 27-06-2022 to 01-07-2022 at 04:00 PM to 5:00 PM All the Administrative staff are required to attend the Training program without fail.



  
\_\_\_\_\_  
PRINCIPAL

*St. Ann's College for Women*  
GORANTLA, GUNTUR-522 034



## ST. ANN'S COLLEGE FOR WOMEN

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Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_annts\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

### FIVE DAY TRAINING PROGRAM

On

**“ONLINE DATA ENTRY”**

From 27<sup>th</sup> June to 1<sup>st</sup> July 2022

### PARTICIPANTS LIST

| S.No | Name                       | Designation                          |
|------|----------------------------|--------------------------------------|
| 1    | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant |
| 2    | P.Joseph Vijay Kumar Reddy | Record Assistant                     |
| 3    | Ravela Veeramma            | Sr. Assistant                        |
| 4    | Tadigiri Kishore Babu      | Electrician / Computer Operator      |
| 5    | Chivukula Siva Rama Prasad | Jr. Assistant-Examinations           |
| 6    | Murugudu Pavani            | Jr. Assistant                        |
| 7    | Jonnada Venkateswara Rao   | Jr. Assistant - Scholarships         |
| 8    | Sanikommu Jaswantha Mary   | Jr. Assistant                        |
| 9    | Yerramsetti Anjana Devi    | Attender                             |
| 10   | Govindu Mary Aswini        | Attender                             |
| 11   | Yarla Badaraiah            | Attender                             |
| 12   | Nelaturi Aneesha           | Attender                             |
| 13   | Yamarthi Sundari           | Attender                             |
| 14   | Mekala Shorilu             | Attender                             |
| 15   | M. Naga Siva Kumar Reddy   | Attender                             |
| 16   | Nelaturi Geetha            | Attender                             |
| 17   | Koyyagura Rajesh           | Attender                             |
| 18   | Dodda Chitty               | Attender                             |



*Deb*  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST. ANN'S COLLEGE FOR WOMEN

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Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anms\_coll@yahoo.co.in Website: www.stannscollgeforwomen.org

## FIVE DAYS TRAINING PROGRAM

On

**“ONLINE DATA ENTRY”**

From 27<sup>th</sup> June to 1<sup>st</sup> July 2022

### ATTENDANCE LIST

| S.N<br>o | Name                       | Designation                          | 27/06/22 | 28/06/22 | 29/06/22 | 30/06/22 | 01/07/22 |
|----------|----------------------------|--------------------------------------|----------|----------|----------|----------|----------|
| 1        | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant | H        | H        | H        | H        | H        |
| 2        | P.Joseph Vijay Kumar Reddy | Record Assistant                     | PJRedy   | PJRedy   | PJRedy   | PJRedy   | PJRedy   |
| 3        | Ravela Veeramma            | Sr. Assistant                        | H        | H        | H        | H        | H        |
| 4        | Tadigiri Kishore Babu      | Electrician / Computer Operator      | TB       | TB       | TB       | TB       | TB       |
| 5        | Chivukula Siva Rama Prasad | Jr. Assistant- Examinations          | SP       | SP       | SP       | SP       | SP       |
| 6        | Murugudu Pavani            | Jr. Assistant                        | P        | P        | P        | P        | P        |
| 7        | Jonnada Venkateswara Rao   | Jr. Assistant - Scholarships         | VR       | VR       | VR       | VR       | VR       |
| 8        | Sanikommu Jaswantha Mary   | Jr. Assistant                        | SJ       | SJ       | SJ       | SJ       | SJ       |
| 9        | Yerramsetti Anjana Devi    | Attender                             | A        | A        | A        | A        | A        |
| 10       | Govindu Mary Aswini        | Attender                             | GA       | GA       | GA       | GA       | GA       |
| 11       | Yarla Badaraiah            | Attender                             | YBR      | YBR      | YBR      | YBR      | YBR      |
| 12       | Nelaturi Aneesha           | Attender                             | A        | A        | A        | A        | A        |
| 13       | Yamarthi Sundari           | Attender                             | SUS      | SUS      | SUS      | SUS      | SUS      |
| 14       | Mekala Shorilu             | Attender                             | MS       | MS       | MS       | MS       | MS       |
| 15       | M. Naga Siva Kumar Reddy   | Attender                             | MSR      | MSR      | MSR      | MSR      | MSR      |
| 16       | Nelaturi Geetha            | Attender                             | NG       | NG       | NG       | NG       | NG       |
| 17       | Kooyagura Rajesh           | Attender                             | KR       | KR       | KR       | KR       | KR       |
| 18       | Dodda Chitty               | Attender                             | DC       | DC       | DC       | DC       | DC       |



10  
PRINCIPAL

St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)  
Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

### REPORT ON FIVE DAY TRAINING PROGRAM

On

#### “ONLINE DATA ENTRY”

From 27<sup>th</sup> June to 1<sup>st</sup> July 2022

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with IQAC successfully organized Five Day Training Programme on “**ONLINE DATA ENTRY**”  
**From 27<sup>th</sup> June to 1<sup>st</sup> July 2022.**

The training program was conducted for Basic data entry skills necessary for today's online work environment, Using Microsoft word-using pdf and basic functions, conversion to word and to pdf, Using Microsoft Excel – basic functions and formatting , conversion of pdf to excel.

The session was an interactive one, where advanced concepts in online works pertaining to admissions & exams were clearly demonstrated by the Resource Person Ms.B.Manasa Assistant Professor, Department of MCA.



*D.R.B*  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST.ANN'S COLLEGE FOR WOMEN

(A Catholic Christian Minority Institution, Affiliated to Acharya Nagarjuna University)

Recognized Under Section 2 (f) of the UGC Act, 1956-New Delhi.)

Amaravathi Road, Gorantla, Guntur -522034, A.P.

**FIVE DAY TRAINING PROGRAMME  
ON  
“ONLINE DATA ENTRY”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss Sr.Vanga...hakshmi.Jyothi...Office Superintendent and Accountant

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “ONLINE DATA ENTRY”**

Organized by the Management in Collaboration with IQAC from 27-06-2022 to 01-07-2022.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST.ANN'S COLLEGE FOR WOMEN

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Recognized Under Section 2 (f) of the UGC Act, 1956-New Delhi.)

Amaravathi Road, Gorantla, Guntur -522034, A.P.

**FIVE DAY TRAINING PROGRAMME  
ON  
“ONLINE DATA ENTRY”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

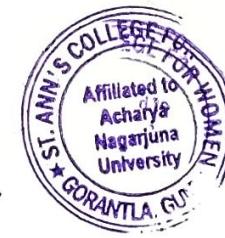
This is to certify that Mr/Mrs/Miss P. Joseph Vijay Kumar Reddy..... Record Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME** on “ONLINE DATA ENTRY”

Organized by the Management in Collaboration with IQAC from 27-06-2022 to 01-07-2022.

Reddy  
Program-Coordinator

R. Sharavu  
IQAC Co - ordinator



Dr. Sr. Fatima Rani.P  
Principal  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST.ANN'S COLLEGE FOR WOMEN

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Amaravathi Road, Gorantla, Guntur -522034, A.P.

**FIVE DAY TRAINING PROGRAMME  
ON  
“ ONLINE DATA ENTRY”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss Ravela Veeramma ..... Sr. Assistant .....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME** on “**ONLINE DATA ENTRY**”

Organized by the Management in Collaboration with IQAC from 27-06-2022 to 01-07-2022.

R. S. Haran  
Program-Coordinator

R. S. Haran  
IQAC Co - ordinator



Dr. Sr. Fatima Rani.P  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST.ANN'S COLLEGE FOR WOMEN

(A Catholic Christian Minority Institution, Affiliated to Acharya Nagarjuna University

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Amaravathi Road, Gorantla, Guntur -522034, A.P.

## FIVE DAY TRAINING PROGRAMME ON “ ONLINE DATA ENTRY” IN COLLABORATION WITH IQAC

### CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss Tadigieru Kishore Babu.....Electrician/Computer Operator

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “ ONLINE DATA ENTRY”**

Organized by the Management in Collaboration with IQAC from 27-06-2022 to 01-07-2022.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani P

PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST.ANN'S COLLEGE FOR WOMEN

(A Catholic Christian Minority Institution, Affiliated to Acharya Nagarjuna University

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Amaravathi Road, Gorantla, Guntur -522034, A.P.

**FIVE DAY TRAINING PROGRAMME  
ON  
“ ONLINE DATA ENTRY”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss *Chitukula Siva Rama Prasad...Tr:Assistant-Examinations*

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “ ONLINE DATA ENTRY”**

Organized by the Management in Collaboration with IQAC from 27-06-2022 to 01-07-2022.

Program-Coordinator

IQAC Co - ordinator



*Dr. Sr. Fatima Rani.P*

PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



## ST. ANN'S COLLEGE FOR WOMEN

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**Amravati Road, Gorantla, Guntur – 522034 (A.P)**

Email: st\_anns\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 01-07-2021

**From**

**The IQAC Co-Ordinator,  
St.Ann's College for Women,  
Gorantla, Guntur.**

**To**

**The Principal,  
St.Ann's College for Women,  
Gorantla, Guntur**

**Sub: Requisition to conduct five days Training Program to Administrative Staff – Reg.**

**Respected Sister,**

The IQAC from St.Ann's College for Women would like to conduct Five day Training program on the topic of “ADVANCED CONCEPTS in MS EXCEL” for our Administrative staff during the Academic year 2020-21. In this regard, we request you to kindly approve the above mentioned Training Program and do the needful.

**Duration: 5 days**

**Dates from 05-07-2021 to 09-07-2021**

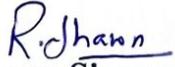
**Resource Person: Mrs. D.V.Ramanamma**

**Associate Professor , Department of MCA  
St.Ann's College for Women, Gorantla, Guntur**

**Thanking You**

  
**PRINCIPAL**  
**St. Ann's College for Women**  
**GORANTLA, GUNTUR-522 034**



  
**Yours Sincerely**  
**Coordinator-IQAC**  
**St. Ann's College for Women**  
**GORANTLA, GUNTUR-522034.**



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)

**Amravati Road, Gorantla, Guntur – 522034 (A.P)**

Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 03-07-2021

### NOTICE

All the Administrative staff are informed that there will be a Training Program on  
**“ADVANCED CONCEPTS in MS EXCEL”** by **Mrs. D.V.Ramanamma** , Associate  
Professor, Department of MCA , St. Ann's College for Women, Gorantla,Guntur  
from 05-07-2021 to 09-07-2021 at 04:00 PM to 5:00 PM All the Administrative staff are  
required to attend the Training program without fail.



  
PRINCIPAL  
*St. Ann's College for Women*  
GORANTLA, GUNTUR-522 034



## ST. ANN'S COLLEGE FOR WOMEN

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**Amravati Road, Gorantla, Guntur – 522034 (A.P)**

Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

### FIVE DAY TRAINING PROGRAM

On

**“ADVANCED CONCEPTS in MS EXCEL”**

**From 5<sup>th</sup> to 9<sup>th</sup> July 2021**

### PARTICIPANTS LIST

| S.No | Name                       | Designation                          |
|------|----------------------------|--------------------------------------|
| 1    | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant |
| 2    | P.Joseph Vijay Kumar Reddy | Record Assistant                     |
| 3    | Ravela Veeramma            | Sr. Assistant                        |
| 4    | Tadigiri Kishore Babu      | Electrician / Computer Operator      |
| 5    | Chivukula Siva Rama Prasad | Jr. Assistant-Examinations           |
| 6    | Murugudu Pavani            | Jr. Assistant                        |
| 7    | Jonnada Venkateswara Rao   | Jr. Assistant - Scholarships         |
| 8    | Sanikommu Jaswantha Mary   | Jr. Assistant                        |
| 9    | Yerramsetti Anjana Devi    | Attender                             |
| 10   | Govindu Mary Aswini        | Attender                             |
| 11   | Yarla Badaraiah            | Attender                             |
| 12   | Nelaturi Aneesha           | Attender                             |
| 13   | Yamarthi Sundari           | Attender                             |
| 14   | Mekala Showrilu            | Attender                             |
| 15   | M. Naga Siva Kumar Reddy   | Attender                             |
| 16   | Nelaturi Geetha            | Attender                             |
| 17   | Koyyagura Rajesh           | Attender                             |
| 18   | Dodda Chitty               | Attender                             |



*D.V*  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



# ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,  
Recognized Under Section 2(f) of UGC Act 1956-New Delhi)

Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anms\_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

## FIVE DAYS TRAINING PROGRAM

On

**“ADVANCED CONCEPTS in MS EXCEL”**

From 5<sup>th</sup> to 9<sup>th</sup> July 2021

## ATTENDANCE LIST

| S.N<br>o | Name                       | Designation                          | 5/7/2021 | 6/7/2021 | 7/7/2021 | 8/7/2021 | 9/7/2021 |
|----------|----------------------------|--------------------------------------|----------|----------|----------|----------|----------|
| 1        | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant | ✓        | ✓        | ✓        | ✓        | ✓        |
| 2        | P.Joseph Vijay Kumar Reddy | Record Assistant                     | PJReddy  | PJReddy  | PJReddy  | PJReddy  | PJReddy  |
| 3        | Ravela Veeramma            | Sr. Assistant                        | ✓        | ✓        | ✓        | ✓        | ✓        |
| 4        | Tadigiri Kishore Babu      | Electrician / Computer Operator      | TB3      | TB3      | TB3      | TB3      | TB3      |
| 5        | Chivukula Siva Rama Prasad | Jr. Assistant- Examinations          | SP       | SP       | SP       | SP       | SP       |
| 6        | Murugudu Pavani            | Jr. Assistant                        | P.       | P.       | P.       | P.       | P.       |
| 7        | Jonnada Venkateswara Rao   | Jr. Assistant - Scholarships         | JV       | JV       | JV       | JV       | JV       |
| 8        | Sanikommu Jaswantha Mary   | Jr. Assistant                        | SJ       | SJ       | SJ       | SJ       | SJ       |
| 9        | Yerramsetti Anjana Devi    | Attender                             | A        | A        | A        | A        | A        |
| 10       | Govindu Mary Aswini        | Attender                             | GA       | GA       | GA       | GA       | GA       |
| 11       | Yarla Badaraiah            | Attender                             | YBR      | YBR      | YBR      | YBR      | YBR      |
| 12       | Nelaturi Aneesha           | Attender                             | NA       | NA       | NA       | A        | A        |
| 13       | Yamarthi Sundari           | Attender                             | SuJ      | SuJ      | SuJ      | SuJ      | SuJ      |
| 14       | Mekala Showrili            | Attender                             | MS       | MS       | MS       | MS       | MS       |
| 15       | M. Naga Siva Kumar Reddy   | Attender                             | MNSR     | MNSR     | MNSR     | MNSR     | MNSR     |
| 16       | Nelaturi Geetha            | Attender                             | NG       | NG       | NG       | NG       | NG       |
| 17       | Kooyagura Rajesh           | Attender                             | KR       | KR       | KR       | KR       | KR       |
| 18       | Dodda Chitty               | Attender                             | DC       | DC       | DC       | DC       | DC       |



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Email: st\_anms\_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

### REPORT ON FIVE DAY TRAINING PROGRAM On “ADVANCED CONCEPTS in MS EXCEL” From 5<sup>th</sup> to 9<sup>th</sup> July 2021

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with IQAC successfully organized Five Day Training Programme on “**ADVANCED CONCEPTS in MS EXCEL**” From 5<sup>th</sup> to 9<sup>th</sup> July, 2021.

The training program was conducted to reiterate and appreciate the usage of tools in MS-EXCEL. It also focused on Advanced Excel users to gather structure & present their data so that it looks impressive.

The session was an interactive one where advanced concepts in MS Excel were clearly demonstrated by the Resource Person Mrs. D.V.Ramanamma Associate Professor, Department of MCA.



  
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Recognized Under Section 2 (f) of the UGC Act, 1956-New Delhi.)

Amaravathi Road, Gorantla, Guntur -522034, A.P.

## FIVE DAY TRAINING PROGRAMME ON “ADVANCED CONCEPTS IN MS-EXCEL” IN COLLABORATION WITH IQAC CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss ...Sr. Vanga Lakshmi....Office Superintendent and Accountant

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on**  
**“ADVANCED CONCEPTS IN MS-EXCEL”** Organized by the Management in Collaboration with IQAC  
from 05-07-2021 TO 09-07-2021.

R. S. Reddy  
Program-Coordinator

R. J. Hassan  
IQAC Co - ordinator



Dr. Sr. Fatima Rani.P  
Principal  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



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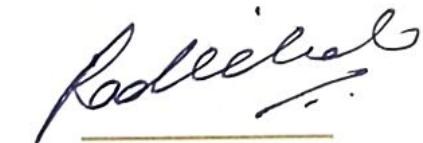
**FIVE DAY TRAINING PROGRAMME  
ON  
“ADVANCED CONCEPTS IN MS-EXCEL”  
IN COLLABORATION WITH IQAC  
CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ..... P. Joseph ..Vijay ..kumar ..Reddy .., Record ..Assistant

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on**

**“ADVANCED CONCEPTS IN MS-EXCEL”** Organized by the Management in Collaboration with IQAC

from 05-07-2021 TO 09-07-2021.



Program-Coordinator



R. Reddy  
IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

PRINCIPAL  
St. Ann's College for Women  
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**FIVE DAY TRAINING PROGRAMME  
ON  
“ADVANCED CONCEPTS IN MS-EXCEL”  
IN COLLABORATION WITH IQAC  
CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ..... Ravela Veeramma ..... Sr. Assistant .....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on**

**“ADVANCED CONCEPTS IN MS-EXCEL”** Organized by the Management in Collaboration with IQAC

from 05-07-2021 TO 09-07-2021.

Program-Coordinator

IQAC Co - ordinato



Dr. Sr. Fatima Rani P

PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



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**FIVE DAY TRAINING PROGRAMME  
ON  
“ADVANCED CONCEPTS IN MS-EXCEL”  
IN COLLABORATION WITH IQAC  
CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ..... Tadigiri.....kishore Babu.....Electrician/Computer operator

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on**

**“ADVANCED CONCEPTS IN MS-EXCEL”** Organized by the Management in Collaboration with IQAC

from 05-07-2021 TO 09-07-2021.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

**PRINCIPAL**  
St. Ann's College for Women  
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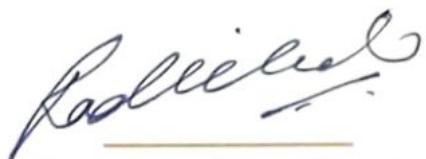
**FIVE DAY TRAINING PROGRAMME  
ON  
“ADVANCED CONCEPTS IN MS-EXCEL”  
IN COLLABORATION WITH IQAC  
CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ... Chivukula Siva Rama Prasad Jr. Assistant Examination

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on**

**“ADVANCED CONCEPTS IN MS-EXCEL”** Organized by the Management in Collaboration with IQAC

from 05-07-2021 TO 09-07-2021.



Program-Coordinator



R. Shavu  
IQAC Co - ordinator



**Dr. Sr. Fatima Rani.P**

**PRINCIPAL**  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



## ST. ANN'S COLLEGE FOR WOMEN

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Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anns\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 18-06-2020

From  
The IQAC Co-Ordinator,  
St.Ann's College for Women,  
Gorantla, Guntur.

To  
The Principal,  
St.Ann's College for Women,  
Gorantla, Guntur

**Sub: Requisition to conduct five days Training Program to Administrative Staff – Reg.**

Respected Sister,

The IQAC from St.Ann's College for Women would like to conduct Five day Training program on the topic of “Working with MS Word” for our Administrative staff during the Academic year 2019-20. In this regard, we request you to kindly approve the above mentioned Training Program and do the needful.

**Duration: 5 days**

**Dates from 23-06-2020 to 27-06-2020**

**Resource Person: Mrs. M.Usha Rani**  
**HOD, Department of MCA**  
**St.Ann's College for Women, Gorantla, Guntur**

**Thanking You**



*IA*  
PRINCIPAL  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034

*R. J. han*  
Yours Sincerely  
Coordinator-IQAC  
St. Ann's College for Women  
GORANTLA, GUNTUR-522034.



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Email: st\_anns\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 20-06-2020

### NOTICE

All the Administrative staff are informed that there will be a Training Program on “Working with MS Word” by Mrs.M.Usha Rani , HOD, Department of MCA , St. Anns College for Women, Gorantla, Guntur , from 23-06-2020 to 27-06-2020 at 04:00 PM to 5:00 PM All the Administrative staff are required to attend the Training program without fail.





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### FIVE DAY TRAINING PROGRAM

On

**“Working with MS Word”**

**From 23<sup>rd</sup> to 27<sup>th</sup> June 2020**

### PARTICIPANTS LIST

| S.No | Name                       | Designation                          |
|------|----------------------------|--------------------------------------|
| 1    | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant |
| 2    | P.Joseph Vijay Kumar Reddy | Record Assistant                     |
| 3    | Vemula Ratna Kumari        | Sr. Assistant                        |
| 4    | A.Srinivasa Reddy          | Sr.Accountant                        |
| 5    | Ravela Veeramma            | Sr. Assistant                        |
| 6    | Tadigiri Kishore Babu      | Electrician / Computer Operator      |
| 7    | Murugudu Pavani            | Jr. Assistant                        |
| 8    | Mekala Showrilu            | Attender                             |
| 9    | Yerramsetti Anjana Devi    | Attender                             |
| 10   | Govindu Mary Aswini        | Attender                             |
| 11   | Yarla Badaraiah            | Attender                             |
| 12   | Nelaturi Aneesha           | Attender                             |
| 13   | Yamarthi Sundari           | Attender                             |
| 14   | M. Naga Siva Kumar Reddy   | Attender                             |
| 15   | Nelaturi Geetha            | Attender                             |
| 16   | Koyyagura Rajesh           | Attender                             |
| 17   | Dodda Chitty               | Attender                             |



*20*  
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## FIVE DAYS TRAINING PROGRAM

On

“Working with MS Word”

From 23<sup>rd</sup> to 27<sup>th</sup> June 2020

## ATTENDANCE LIST

| S.No | Name                        | Designation                          | 23/06/20 | 24/06/20 | 25/06/20 | 26/06/20 | 27/06/20 |
|------|-----------------------------|--------------------------------------|----------|----------|----------|----------|----------|
| 1    | Sr. Vanga Lakshmi Jyothi    | Office Superintendent and Accountant | ✓        | ✓        | ✓        | ✓        | ✓        |
| 2    | P. Joseph Vijay Kumar Reddy | Record Assistant                     | PS Reddy |
| 3    | Vemula Ratna Kumari         | Sr. Assistant                        | ✓        | ✓        | ✓        | ✓        | ✓        |
| 4    | A. Srinivasa Reddy          | Sr. Accountant                       | PSR      | PSR      | PSR      | PSR      | PSR      |
| 5    | Ravela Veeramma             | Sr. Assistant                        | ✓        | ✓        | ✓        | ✓        | ✓        |
| 6    | Tadigiri Kishore Babu       | Electrician / Computer Operator      | TKB      | TKB      | TKB      | TKB      | TKB      |
| 7    | Murugudu Pavani             | Jr. Assistant                        | P        | P        | P        | P        | P        |
| 8    | Mekala Showrilu             | Attender                             | MS       | MS       | MS       | MS       | MS       |
| 9    | Yerramsetti Anjana Devi     | Attender                             | A        | A        | A        | A        | A        |
| 10   | Govindu Mary Aswini         | Attender                             | GM       | GM       | GM       | GM       | GM       |
| 11   | Yarla Badaraiah             | Attender                             | TBR      | TBR      | TBR      | TBR      | TBR      |
| 12   | Nelaturi Aneesha            | Attender                             | A        | A        | A        | A        | A        |
| 13   | Yamarthi Sundari            | Attender                             | Suj      | Suj      | Suj      | Suj      | Suj      |
| 14   | M. Naga Siva Kumar Reddy    | Attender                             | MSR      | MSR      | MSR      | MSR      | MSR      |
| 15   | Nelaturi Geetha             | Attender                             | NG       | NG       | NG       | NG       | NG       |
| 16   | Kooyagura Rajesh            | Attender                             | KR       | KR       | KR       | KR       | KR       |
| 17   | Dodda Chitty                | Attender                             | DC       | DC       | DC       | DC       | DC       |



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### REPORT ON FIVE DAY TRAINING PROGRAM On “Working with MS Word” From 23<sup>rd</sup> to 27<sup>th</sup> June 2020

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with IQAC successfully organized Five Day Training Programme on ““Working with MS Word” from 23<sup>rd</sup> to 27<sup>th</sup> June 2020.

The training program focused on the Importance of MS Word, Use of various features of MS Word and to handle MS Word with ease was highlighted and its usage was demonstrated by the Resource Person Mrs. M.Usha Rani HOD, Department of MCA.

This session gave additional knowledge on the features of MS Word and Usage of tools in and shortcut keys in MS Word was learnt.



*20.6*  
PRINCIPAL  
*St. Ann's College for Women*  
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Email: st anns coll@yahoo.co.in Website:www.stannscollegeforwomen.org

## FIVE DAY TRAINING PROGRAM

On

**“Working with MS Word”**

**From 23<sup>rd</sup> to 27<sup>th</sup> June 2020**

## PARTICIPANTS LIST

| S.No | Name                       | Designation                          |
|------|----------------------------|--------------------------------------|
| 1    | Sr.Vanga Lakshmi Jyothi    | Office Superintendent and Accountant |
| 2    | P.Joseph Vijay Kumar Reddy | Record Assistant                     |
| 3    | Vemula Ratna Kumari        | Sr. Assistant                        |
| 4    | A.Srinivasa Reddy          | Sr.Accountant                        |
| 5    | Ravela Veeramma            | Sr. Assistant                        |
| 6    | Tadigiri Kishore Babu      | Electrician / Computer Operator      |
| 7    | Murugudu Pavani            | Jr. Assistant                        |
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| 11   | YarlaBadaraiah             | Attender                             |
| 12   | Nelaturi Aneesha           | Attender                             |
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| 14   | M. Naga Siva Kumar Reddy   | Attender                             |
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| 17   | Dodda Chitty               | Attender                             |



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## FIVE DAY TRAINING PROGRAMME

ON

“ WORKING WITH MS - WORD ”

IN COLLABORATION WITH IQAC

## CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss .... Sr. Vanga...dakshmi...Jyothi...Office...Superintendent & Accountant

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “ WORKING WITH MS - WORD ”**

Organized by the Management in Collaboration with IQAC from 23-06-2020 TO 27-06-2020.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

PRINCIPAL

*St. Ann Principal*  
St. Ann's College for Women  
GORANTLA, GUNTUR-522 034



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**FIVE DAY TRAINING PROGRAMME  
ON  
“WORKING WITH MS - WORD”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ..... P. Joseph Vijay Kumar Reddy..... Record Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “WORKING WITH MS - WORD”**

Organized by the Management in Collaboration with IQAC from 23-06-2020 TO 27-06-2020.

Program-Coordinator

IQAC Co - ordinator



**Dr. Sr. Fatima Rani.P**

PRINCIPAL  
**St. Ann's College for Women**  
GORANTLA, GUNTUR-522 034



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## FIVE DAY TRAINING PROGRAMME

ON

**“ WORKING WITH MS - WORD ”**

IN COLLABORATION WITH IQAC

## CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss ..... V. Ratna Kumari....., Sr. Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “ WORKING WITH MS - WORD ”**

Organized by the Management in Collaboration with IQAC from 23-06-2020 TO 27-06-2020.

Program-Coordinator

IQAC Co - ordinator



**Dr. Sr. Fatima Rani.P**

PRINCIPAL  
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## FIVE DAY TRAINING PROGRAMME

ON

**“WORKING WITH MS - WORD”**

IN COLLABORATION WITH IQAC

## CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss ..... A. Srinivasa Reddy....., Sri. Accountant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME on “WORKING WITH MS - WORD”**

Organized by the Management in Collaboration with IQAC from 23-06-2020 TO 27-06-2020.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

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**FIVE DAY TRAINING PROGRAMME  
ON  
“WORKING WITH MS - WORD”  
IN COLLABORATION WITH IQAC**

## **CERTIFICATE OF PARTICIPATION**

This is to certify that Mr/Mrs/Miss ..... R. Veeramma....., Sr. Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY TRAINING PROGRAMME** on “WORKING WITH MS - WORD”

Organized by the Management in Collaboration with IQAC from 23-06-2020 TO 27-06-2020.

Program-Coordinator

IQAC Co - ordinator



**Dr. Sr. Fatima Rani.P**

PRINCIPAL  
**St. Ann's College for Women**  
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## ST. ANN'S COLLEGE FOR WOMEN

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Amravati Road, Gorantla, Guntur – 522034 (A.P)

Email: st\_anms\_coll@yahoo.co.in Website: www.stannscollegeforwomen.org

Date: 05-04-2019

**From**

**The IQAC Co-Ordinator,  
St. Ann's College for Women,  
Gorantla, Guntur.**

**To**

**The Principal,  
St. Ann's College for Women,  
Gorantla, Guntur**

**Sub: Requisition to conduct five days Management Development Program (MDP) to Administrative Staff – Reg.**

**Respected Sister,**

The IQAC from St. Ann's College for Women would like to conduct Five-day MDP on the topic of "Social Etiquette" for our Administrative staff during the Academic year 2018-19. In this regard, we request you to kindly approve the above mentioned MDP and do the needful.

**Duration: 5 days**

**Dates from 22-04-2019 to 26-04-2019**

**Resource Person: Mrs. P.Sandhya**

**Lecturer, Department of English  
St. Ann's College for Women, Gorantla, Guntur**

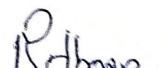
**Thanking You**



**PRINCIPAL**

**St. Ann's College for Women  
GORANTLA, GUNTUR-522 034**



  
**Yours Sincerely**

**Coordinator-IQAC  
St. Ann's College for Women  
GORANTLA, GUNTUR-522034.**



## ST. ANN'S COLLEGE FOR WOMEN

(Affiliated to Acharya Nagarjuna University,

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**Amravati Road, Gorantla, Guntur – 522034 (A.P)**

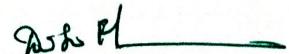
Email: st\_anms\_coll@yahoo.co.in Website:www.stannscollegeforwomen.org

Date: 08-04-2019

### NOTICE

All the Administrative staff are informed that there will be a Management Development Program on “SOCIAL ETIQUETTE ” by **Mrs. P. Sandhya , Lecturer , Department of English , St.Ann’s College for Women, Gorantla, Guntur ,** from 22-04-2019 to 26-04-2019 at 04:00 PM to 5:00 PM All the Administrative staff are required to attend the Management Development Program without fail.





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### FIVE DAY MANAGEMENT DEVELOPMENT PROGRAM

On

#### SOCIAL ETIQUETTE

From 22<sup>nd</sup> to 26<sup>th</sup> April 2019

#### PARTICIPANTS LIST

| S.No | Name                     | Designation                          |
|------|--------------------------|--------------------------------------|
| 1    | Sr. M. Mary Jenniviba    | Office Superintendent and Accountant |
| 2    | Vemula Ratna Kumari      | Sr. Assistant                        |
| 3    | A.Srinivasa Reddy        | Sr. Accountant                       |
| 4    | Ravela Veeramma          | Sr. Assistant                        |
| 5    | Tadigiri Kishore Babu    | Electrician / Computer Operator      |
| 6    | Y. Prathap Reddy         | Jr. Assistant                        |
| 7    | Mekala Showriliu         | Attender                             |
| 8    | Yerramsetti Anjana Devi  | Attender                             |
| 9    | Govindu Mary Aswini      | Attender                             |
| 10   | Yarla Badaraiah          | Attender                             |
| 11   | Nelaturi Aneesha         | Attender                             |
| 12   | Yamarthi Sundari         | Attender                             |
| 13   | M. Naga Siva Kumar Reddy | Attender                             |
| 14   | Nelaturi Geetha          | Attender                             |
| 15   | Kooyagura Rajesh         | Attender                             |
| 16   | Dodda Chitty             | Attender                             |



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## FIVE DAYS MANAGEMENT DEVELOPMENT PROGRAM On SOCIAL ETIQUETTE From 22<sup>nd</sup> to 26<sup>th</sup> April 2019 ATTENDANCE LIST

| S.No | Name                     | Designation                          | 22/4/19 | 23/4/19 | 24/4/19 | 25/4/19 | 26/4/19 |
|------|--------------------------|--------------------------------------|---------|---------|---------|---------|---------|
| 1    | Sr. M. Mary Jenniviba    | Office Superintendent and Accountant | X       | X       | X       | X       | X       |
| 2    | Vemula Ratna Kumari      | Sr. Assistant                        | A       | A       | A       | A       | A       |
| 3    | A.Srinivasa Reddy        | Sr. Accountant                       | X       | X       | X       | X       | X       |
| 4    | Ravela Veeramma          | Sr. Assistant                        | X       | X       | X       | X       | X       |
| 5    | Tadigiri Kishore Babu    | Electrician / Computer Operator      | TB      | TB      | TB      | TB      | TB      |
| 6    | Y. Prathap Reddy         | Jr. Assistant                        | PP      | PP      | PP      | PP      | PP      |
| 7    | Mekala Showrilu          | Attender                             | MS      | MS      | MS      | MS      | MS      |
| 8    | Yerramsetti Anjana Devi  | Attender                             | A       | A       | A       | A       | A       |
| 9    | Govindu Mary Aswini      | Attender                             | EM      | EM      | EM      | EM      | EM      |
| 10   | Yarla Badaraiah          | Attender                             | YBR     | YBR     | YBR     | YBR     | YBR     |
| 11   | Nelaturi Aneesha         | Attender                             | A       | A       | A       | A       | A       |
| 12   | Yamarthi Sundari         | Attender                             | SEJ     | SEJ     | SEJ     | SEJ     | SEJ     |
| 13   | M. Naga Siva Kumar Reddy | Attender                             | MSR     | MSR     | MSR     | MSR     | MSR     |
| 14   | Nelaturi Geetha          | Attender                             | MG      | MG      | MG      | MG      | MG      |
| 15   | Kooyagura Rajesh         | Attender                             | KR      | KR      | KR      | KR      | KR      |
| 16   | Dodda Chitty             | Attender                             | D       | D       | D       | D       | D       |



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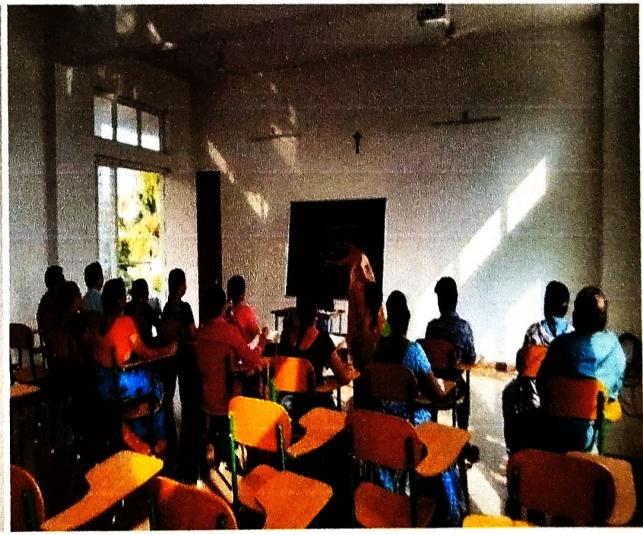
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### REPORT ON FIVE DAY MANAGEMENT DEVELOPMENT PROGRAM On SOCIAL ETIQUETTE From 22<sup>nd</sup> to 26<sup>th</sup> April 2019

Principal Dr. Sr. Fatima Rani. P and the Management in collaboration with IQAC successfully organized Five Day Management development Programme on “SOCIAL ETIQUETTE” from 22<sup>nd</sup> April 2019 to 26<sup>th</sup> April 2019, the training program focused on The Importance of Social Etiquettes. It also focused on the behavior and resortment to social situations and how a social behavior influences the society, family, friends, colleagues, parents & students.

This session was an interactive session for the Administrative staff, the ethical behaviors which are accepted by the society were discussed and the essential factors in social behavior were also discussed.



*2019*  
PRINCIPAL ~  
St. Ann's College for Women  
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## FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME ON “SOCIAL ETIQUETTE” IN COLLABORATION WITH IQAC CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss .... Sri..M..Mary....Tennivibau..,Office..Superintendent..&amp..Accountant

St. Ann's College for Women, Guntur had participated in **FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME on**

“SOCIAL ETIQUETTE” Organized by the Management in Collaboration with IQAC from 22-04-2019 to 26-04-2019.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

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## FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME ON “SOCIAL ETIQUETTE” IN COLLABORATION WITH IQAC CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss V. Ratna Kumari, Sr. Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME on**

“SOCIAL ETIQUETTE” Organized by the Management in Collaboration with IQAC from 22-04-2019 to 26-04-2019.

Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani.P

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This is to certify that Mr/Mrs/Miss ..... A. Srinivasa Reddy....., Sr. Accountant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME on**

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Program-Coordinator

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**Dr. Sr. Fatima Rani.P**

  
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## FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME ON “SOCIAL ETIQUETTE” IN COLLABORATION WITH IQAC CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss ..... R. Veeramma....., Sr. Assistant.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME on**

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## FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME

ON

“SOCIAL ETIQUETTE”

IN COLLABORATION WITH IQAC

## CERTIFICATE OF PARTICIPATION

This is to certify that Mr/Mrs/Miss .....T. Kishore Babu....., Electrician..... & Computer Operator.....

St. Ann's College for Women, Guntur had participated in **FIVE DAY MANAGEMENT DEVELOPMENT PROGRAMME on**

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Program-Coordinator

IQAC Co - ordinator



Dr. Sr. Fatima Rani P

Principal  
St. Ann's College for Women  
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