

A-4-2017-18

SARASWATI College of Engineering

'NURTURE PROGRAM' - 2017-18 (Even semester)
'Soft skill & Personality development'
 'skills need to enter, sustain and nurture student's life'
An Initiative of The Saraswati Education Society's SCOE
 (Learn, Live, Achieve, Contribute)

Notice

All the Divisions of Department of Humanities and Engineering Sciences (FE), are hereby informed of:
 'Nurture'- Soft skill & Personality development (SSPD)

A learning & skill development program/workshop for the for the First-Year students of SCOE

All the modules will also include spoken English communication within activities, for the additional learning of students, along with separate individual/group counseling as per the requirement & assessment. Total duration: 08 hours' Time: 10:00 to 12:00 (Monday-Thursday) Attendance Compulsory. Venue: Seminar Hall/ Large class room (with Projector & CPU)

The Class Advisors are informed for the smooth running & coordination of the program/ workshop and all details etc. to be coordinated with Prof. Alka Purohit. The assessment of the program will have additional weightage on the 'Communication skill' subject

The program sessions would automatically shift to the next date in case of a public holiday/ unforeseen circumstances.

Start date: 22/01/2018 rolling from Div. A up to H. The modules are as per the following:

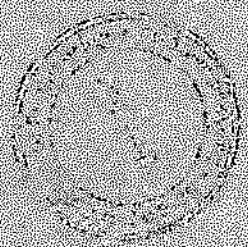
Day-1/ Module	Day-2/Module	Day-3/ Module	Day-4/Module
Introduction, Need & Benefits	Verbal Communication	Presentation skill Techniques & tips	Skill Application Class- test
Personality development & understanding	Grammar & Communication activity (Individual)	Group Class task & Activity	Group Class Activity
Body language and grooming	Group Task & Assessment	Current Affairs, GK & social issues	Class discussion & Feedback
Career building	Counseling & Feedback	Class discussion	Program Valediction

Alka Purohit
 Prof Alka Purohit
 Program Coordinator & In-charge
 Student Counselor
 'NURTURE'- SCOE
 AP-CS (FE)

S.V. Lohikar
 Dr. S.V. Lohikar
 HOD (FE)

Dr. Manjusha Deshmukh
 Dr. Manjusha Deshmukh
 (Principal)
 PRINCIPAL

Saraswati College of Engineering
 Kharghar, Navi Mumbai-410210



CA.

4_Higher studies

A-4. 2017-18.

Date:06-02-18

To,
The Principal,
SCOE, Kharghar

Subject: Permission for arranging seminar on Higher Studies.

Respected Madam,

I Monali Deshmukh student coordinator of computer department, need permission to arrange Seminar on Higher Studies for TE computer students on 07-02-18.

Kindly allow me for the same.

Thanking you,

Yours faithfully
Monali Deshmukh

Forwarded,

To,
The Principal,

By

Permitted
[Signature]



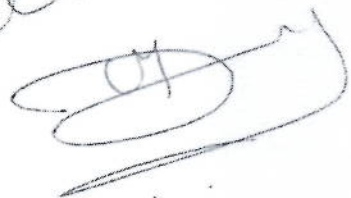
1.3.

3_workshop

A.Y. 2017-18

Date: 16/8/17

To,
The Principal,
SCOE, Khaeghar.

Permitted


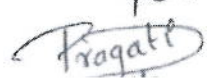
Sub: Application for permission
to conduct 3-day workshop

Respected madam,

Department of IT is willing
to conduct 3-days workshop
on python programming for third
Year students. Workshop will be
remotely assisted by FOSSE, IIT
Mumbai. We are planning this
workshop on 22/8/17 to 24/8/17.
After completion of workshop online
assessment will be done and
certificates will be awarded
to successful candidates by
IIT, Bombay.

We request you to permit us
for same.

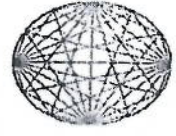
f. Thanking you.
16-8-17

Yours sincerely,
 16/8/17



L-2

A.Y. 2017-18



**YOUNG
 INSPIRATORS
 NETWORK**
 Inspire. Network. Deliver

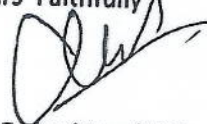
15th January 2018


To,
 Principal,
 Scoe,
 Kharghar

Subject: Seminar On Guidance on Civil Services.

Respected Madam,

We the members of YIN Committee of Saraswati College of Engineering, Kharghar.
 We are arranging a Seminar On Guidance on Civil Services in our college Auditorium on 18th
 January 2018 at 11:00am. So we are requesting you to give permission for the Seminar.

Yours' Faithfully

 YIN Committee (P.O)

Permitted




L-2

A.Y. 2017-18



SARASWATI Education Society's
SARASWATI College of Engineering
Learn Live Achieve and Contribute
Kharghar, Navi Mumbai - 410 210.



**YOUNG
INSPIRATORS
NETWORK**
Inspire. Network. Deliver

10/01/2018

NOTICE

All the students of SCOE are here to be informed that YIN SCOE is organizing a Seminar On Guidance on Civil Services on date 18th January 2018 at 11:00 am in college auditorium. So all of you be present 15 min early in auditorium.

Chetan Thakur

Program Officer



L1.

A.Y. 2017-18

Ref. No. SCOE/OUT.DOC/2016-17 /62

Date: 21/01/2018

To,
The Principal,
SCOE,
Kharghar, Navi Mumbai.

Subject: Permission to Conduct Aptitude Training

We have planned to conduct training from 23rd Jan to 1st Feb 2018 for Computer, IT and EXTC branch students.

Please provide your permission to conduct the same.

Regards,


TP&CGC
Prepared By




Principal
Sanctioned By

Principal
Saraswati College of Engineering
Kharghar, Navi Mumbai - 410 210.

CC : Computer Dept
I.T Dept
EXTC Dept



1-1.

A.Y. 2017-18.

Ref No: SC/CE/TP&CGC/2016-17/76

Date: 23.08.2018

To
The Principal
SC/CE
Kharghar, Navi Mumbai

Subject: Permission to Conduct Technical Training

We have planned to conduct training from 27th Aug to 1st Sep 2018 for Computer II and EXTC branch students.

Please provide your permission to conduct the same.

Regards,

TP&CGC
Prepared By



Principal
Sanctioned By
PRINCIPAL
Saraswati College of Engineering
Kharghar, Navi Mumbai- 410210

CC : Computer Dept
I.T Dept
EXTC Dept

