MAA BHARTI
P.G. COLLEGE
Affiliated to University of Kota

Self-Study Report

Criterion :5

Life skill, Language & Soft skill

S.NO.	CONTENTS	SESSION
1	LEARN ENGLISH OFFLINE	2018-19
2	TYPING SKILLS (HINDI / ENGLISH)	
3	MICROSOFT OFFICE TRAINING PROGRAM	2020-2021
4	HEALTH PROGRAM – YOGA, MEDIATION	
5	SOCIAL MEDIA AWARENESS PROGRAM	2021-2022
6	PERSONALITY DEVELOPMENT	
7	ONLINE PRIVACY, SECURITY AND SAFETY SKILL.	2022-2023
8	PRIMARY HEALTH AWARENESS PROGRAM.	

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Number of Add on /Certificate Programs/Skill Development Program offered during the session

2018-19

Academic Session :2018-19

S.No.	NAME 0F ADD ON/ CERTIFICATE PROGRAMS OFFERED	DURATION OF COURSE(HRS.)	NO OF STUDENTS ENROLLED IN THE YEAR
1	**LEARN ENGLISH OFFLINE**	**30**	**46**
2	**TYPING SKILLS (HINDI / ENGLISH)**	**30**	**42**

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Maa Bharti P.G. College, Kota

Notice

This is for general information of all the students of the College that the College is going to conduct 2 (Two) Add-On Certificate Courses from 11.06.2019 to 25.06.2019. The courses will be free of cost and open for all students of the college The students are hereby asked to choose any one or both of the following courses.

1. English Language Improvement Course- **Learn English Offline**
2. Training In Computer – **Typing Skills (Hindi / English)**

Students successfully completing the courses will be issued Completion Certificates at the end of the courses. Students who are interested in joining this course, should give their names to any one of the following faculty members on or before 05.06.2019.

1. Dr. Shanu Mathur
2. MS. Sarita Gautam
3. Ms. Minakshi Sharma
4. Ms. Sushma Agarwal
5. Ms. Vinod Sharma

Dr. Shweta Saxena

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SKILL DEVELOPMENT PROGRAM

LEARN ENGLISH OFFLINE

BY HIMANSHU ARORA

PROGRAMME ATTRACTIONS:

- Spoken English
- Public Speaking
- Speech Expressions
- Personal Grooming
- Vocabulary
- Art of Communication
- Communication skills
- Interview Techniques
- Grammar

CERTIFICATE COURSE

LIMITED SEATS

FOR MORE INFO & REGISTRATION

CALL :9001303730

DATE : 11.06.2019 to 25.06.2019

TIME: 10:00 AM to 12:00 PM

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English Language Improvement Course

Learn English Offline

Course Objective

- Pronounce English correctly and intelligibly.
- Compose freely and independently in speech and writing
- To enable the learner to communicate effectively and appropriately in real life situation.
- To use English effectively for study purpose across the curriculum.
- To integrate competencies in verbal & non-verbal communication, develop a basic understanding of fundamentals of communication to enhance the employability skills of the learners, and also to make day-to-day communication effective.

Course Contents

1. This course focuses on building your language skills to talk and write about everyday situations and topics in English. These topics include family, lifestyle, habits, jobs, and interests.
2. You will learn to use vocabulary to talk with confidence about your life and interests.
3. Enhance your skills to speak about the arts, culture, and entertainment with this module. You will also look at writing letters and emails. You will learn to review films, books, and events, talk about fashion and shopping. You will also be able to
   have discussions on culture and technology. You will also improve your grammar skills to talk about change as well as the future.
4. You will learn to use functional language while travelling, shopping, and at social gatherings. Learn pre interview tips, tips for HR interview round & technical interview round, interview etiquettes, assignments, and post interview formalities!
5. Introduction to Personal Grooming, Understanding Etiquettes, Privacy and Confidentiality, Language and Communication Etiquette, Dressing Etiquette – for Men and Women, Personal Hygiene and Cleanliness, Time Management – Meetings and Appointments, Telephone Etiquette
   E-Mail Etiquette, Dining Etiquette, Other Office Etiquettes.

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Evaluation Pattern

Group activities, demonstration of skills. Group Discussion, observational assessments and extempore.

Course Outcomes

After the successful completion of this course, a student will know basic grammar concepts and be able to answer basic questions in English. The course will help you develop listening skills. You will also understand, speak and write about meeting people, discuss careers you find interesting, talk about your daily schedule, home and family, and a lot more. This course will also help you learn various ways of communication, retelling news stories, discussing plans, making suggestions, and asking and giving advice. With this course, you will develop a deeper sense of English grammar and its practical usage with the help of GDs, debates, role-plays, and various other spoken activities. You will learn to write effective emails, posts, reviews, and articles. You will be able to give impressive interviews and presentations and manage your career with soft skills.

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SUMMARY REPORT OF LEARN ENGLISH OFFLINE

Name of Program: English language improvement program

Resource Person: Mr. Himanshu Arora

(An English Communication Trainer and Coach)

Participants: Students of College.

No. of Participants: 46

Venue: New Hall, MBPG College

The 30-Hour Skill Development Program "English Language Improvement Course: Learn English Offline" was inaugurated on 11.06.2019 at 9:00 am by our respected Director sir. As per the course plan the session was started and organized smoothly in all the days. On 25.06.2019 Add on Course was completed successfully and certificates were issued to the participants.

During the 30 hours Add on course, students participated with enthusiasm and gained knowledge in English Language Improvement Course. It is free of cost which helps in improving a student's English language communication skills. The course focused on grammar pronunciation, overcoming the hesitation of speaking in English and personality development. Various activities were conducted various activities were conducted in order to break the monotony of the classroom teaching and to create a pleasurable atmosphere for the students. It was noted that the students were getting rid of their hitch and were now becoming confident with communicating in English. Various class activities such as games, quizzes, storytelling, group discussion etc. were held to create a fun atmosphere for the students which resulted in great participation. An English Communication Trainer and Coach Mr. Himanshu Arora was the resource person of the course. The course is of 30 hours. 46 students from different streams enrolled for the course and 46 got the certificate after completing the course.

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Training In Computer – Typing Skills (Hindi / English)
by: Nidhi Bhargava

CERTIFICATE PROGRAMS / SKILL DEVELOPMENT PROGRAM

Learn Hindi - English Typing

SAVE TIME.
INCREASED SPEED OF TEXT PRODUCTION.
INCREASES WORKPLACE PRODUCTIVITY.

CALL :9001303730
DATE: 11.06.2019 to 25.06.2019
TIME: 12:30 PM to 2:30 PM

SECTOR - 8, NEAR MAHAVEER NAGAR - III CIRCLE, RANGBARI ROAD, KOTA
CALL : 8233036299, 9413651151, 9829194030, 9829036299, 7231839999
Website : www.maabhartipgcollegekota.com | Email : mbpgcollege@yahoo.com

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Course Objective:

A typing course is a program or set of lessons designed to teach individuals how to type on a keyboard efficiently and accurately. The goal of a typing course is to help users develop the necessary skills to type quickly without looking at the keyboard, minimizing errors, and improving overall typing productivity. A typing course syllabus typically covers a range of topics designed to improve students' typing skills, speed, and accuracy. A typing course is an instructional program designed to teach individuals how to type efficiently and accurately on a keyboard. These courses are geared towards improving keyboarding skills, which is an essential proficiency in today's digital age. The primary focus of a typing course subjects or topics is often on touch typing, a method where typists use muscle memory to find keys on the keyboard without needing to look at it.

Course Contents:

1. **Introduction to Typing Basics:** Overview of the QWERTY keyboard layout, Proper hand positioning and finger placement, home row keys and their importance, Basic typing terminology.
2. **Speed and Accuracy Improvement:** Strategies for increasing typing speed, accuracy drills and exercises, timed typing sessions, typing games for practice.
3. **Special Characters and Numeric Keypad:** Introduction to special characters, numeric keypad proficiency, integration of special characters in typing exercises.
4. **Real-world Applications:** Typing business documents, email etiquette and efficient typing, data entry exercises, typing for programming and coding.
5. **Advanced Typing Skills:** Copying and typing from source materials, proofreading techniques, Handling complex formatting

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Assessment and Evaluation:

- ✓ Weekly typing speed and accuracy tests.
- ✓ Performance on real-world typing tasks
- ✓ Final typing exams

Course Outcomes

After the successful completion of this course a student should be able to type 45wpm or higher in a single sitting, save time, increased speed of text production, accuracy and Increases workplace productivity, proficient typing abilities.

After the completion of the course students will also be able to work in a professional manner such as hand and wrist positioning, the height of chair and where elbows rest in relation to waist. Equipped with excellent typing techniques, likely to know how to position desk equipment optimally for typing most effectively. Students understand about the basic concept of typing in Hindi and English. Depth knowledge of keyboards shortcut keys. The course helped them to enhance their typing skill.

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SUMMARY REPORT OF
TYPING SKILLS (HINDI / ENGLISH)

Name of Program: Typing Skills (Hindi / English)
Resource Person: Mrs. Nidhi Bhargava
(Faculty at MBPG College, expert in typing both Hindi and English)
Participants: Students of College.
No. of Participants: 42
Venue: Computer Lab, MBPG College

The 30-Hour Skill Skill Development Program "Typing Skills (Hindi / English)" was inaugurated on 11.06.2019 at 9:00 am by our respected Director sir. As per the course plan the session was started and organized smoothly in all the days. On 25.06.2019 Add on Course was completed successfully and certificates were issued to the participants. The participants showed a remarkable dedication to the practice, attending consistently and actively engaging in the sessions. Their enthusiasm and willingness to learn contributed significantly to the success of the course.

During the 30 hours Add on course, students participated with enthusiasm and gained knowledge and students were trained in Hindi and English typing skill by Mrs. Nidhi Bhargava was the resource person of the course. The course is of 30 hours. 42 students enrolled for the course and 42 got the certificate after completing the course.
Feedback from the participants was overwhelmingly positive. Students appreciated the knowledge and skills gained during the course.

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Number of Add on /Certificate Programs/Skill Development Program offered during the Session 2020-2021

Academic Session :2020-2021

S.No.	NAME 0F ADD ON/ CERTIFICATE PROGRAMS OFFERED	DURATION OF COURSE(HRS.)	NO OF STUDENTS ENROLLED IN THE YEAR
1	Microsoft Office Training Program	30	58
2	Yoga, Meditation	30	56

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Maa Bharti P.G. College, Kota

Notice

This is for general information of all the students of the College that the College is going to conduct 2 (Two) Add-On Certificate Courses from 27.05.2021 to 10.06.2021. The courses will be free of cost and open for all students of the college The students are hereby asked to choose any one or both of the following courses.

1. Microsoft Office Training Program
2. 7 -day Health Program – Yoga, Meditation

Students successfully completing the courses will be issued Completion Certificates at the end of the courses. Students who are interested in joining this course, should give their names to any one of the following faculty members on or before 20.05.2021.

1. Dr. Bharti Sharma
2. Ms. Nidhi Bhargava
3. Dr. Sapna Sharma

Shweta Saxena

Dr. Shweta Saxena

प्राचार्या

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महावीर नगर III कोटा

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Microsoft Office Training Program

Course Objective

* To be proficient in using MS Word to create quality technical documents, by using standard templates, widely acceptable styles and formats, variety of features to enhance the present ability and overall utility value of content. To be able to create worksheet using MS Excel

* To be able to create and share quality presentations by using the features of MS Power point, including: organization of content, present ability, aesthetics, using media elements and enhance the overall quality of presentations.

Course Contents

I. MS Word: Creating, editing saving, simple character formatting inserting tables, working with images.

II. MS Word: Smart art, page breaks understanding document properties printing text documents, using lists styles.

III. MS Excel: Spreadsheet basics, working with functions formulas speeding data entry: using data forms formatting worksheets.

IV. MS PowerPoint: Opening, viewing, creating, printing slides, applying auto layouts, adding custom animation.

V. MS PowerPoint: Using slide transitions, graphically representing data, charts, graphs, creating professional slide for presentation.

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Assessment And Evaluation:

Evaluation Pattern: observational assessments and Practical test, PowerPoint presentation. Total of two oral quizzes were conducted during the course.

Course Outcomes

After the successful completion of this course, a student will know basic of MS Office

* Use MS Word to create quality documents, by structuring and organizing content for their day to day technical and academic requirements.

* Use MS Excel to perform data operations and analytics, record, retrieve data as per requirements and visualize data for ease of understanding.

* Use MS PowerPoint to create high quality academic presentations by including common tables, charts, graphs, interlinking other elements, and using media objects.

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Summary Report of Microsoft Office Training Program

Name of Program: Microsoft Office Training Program
Resource Person: Mr. Mahaveer Kushwaha, Mr. Gaurav Sharma
(Faculty of Computer Science at MBPG College)
Participants: Students of College
No. of Participants: 58
Venue: Computer Lab, MBPG College

The 30-Hour Skill Development Program "Microsoft Office Training Program" was inaugurated on 27 May 2021 at 8:30 AM by our Principal Dr. Shweta Saxena. As per the course plan the session was started and organized smoothly in all the days. On 10.06.2021 Add on Course was completed successfully and certificates were issued to the participants.

During the 30 hours Add on course, students participated with enthusiasm and gained knowledge in "Microsoft Office Training Program". Computer knowledge is essential in all types of jobs. It will give added weightage to the job seekers. This curriculum is framed so as to impart the theoretical and practical knowledge in computer application such as word processing, spread sheets, Presentation etc. The course offers knowledge and skills required for job opportunities. The course was assessed through **oral** quizzes, practical examinations and viva-voce. Mr. Mahaveer Kushwaha, Mr. Gaurav Sharma

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were the resource persons of the course. The course is of 30 hours. The add on course was open to all streams and 62 students joined for the course and 62 got the certificate after completing the course.

Microsoft Office Training Program
Oral Assessment And Evaluation

QUIZ

1. Microsoft word is __software.
   A. Application
   B. Compiler
   C. System
   D. Programming

2. Which is not in MS Word?
   A. Italic
   B. Magic tool
   C. Font
   D. Bold

3. __cannot be used to work in MS Office.
   A. Joystick
   B. Scanner
   C. Light Pen
   D. Mouse

4. Which is not an edition of MS Word?
   A. MS Word 2003
   B. MS Word 2007
   C. MS Word 2010
   D. MS Word 1020

5. Which of the following is an example of page orientation?
   A. Landscape
   B. Subscript
   C. Superscript
   D. A4

6. Which of the following software is used for making a resume?
   A. MS Excel
   B. MS Word
   C. Dev C
   D. Java

7. Press __to open the help window in the MS Word document.
   A. F1
   B. F2

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C. F9
D. F11

8. The ability to combine name and addresses with a standard document is called _____
   A. Document formatting
   B. (B)Database management
   C. (C)Mail merge
   D. (D) Form letters

9. Which enables us to send the same letter to different people?
   A. Macros
   B. Template
   C. Mail merge
   D. (D)None of above

10. What is gutter margin?
   A. Margin that is added to the left margin when printing
   B. Margin that is added to the right margin when printing
   C. Margin that is added to the binding side of the page when printing
   D. Margin that is added to the outside of the page when printing

11. What is MS Excel?
   A. Spreadsheet
   B. Database Management
   C. Presentation
   D. Workbook

12. In Microsoft Excel spreadsheets, rows are designated as ___.
   A. 1, 2, 3, ...
   B. A, B, C, ...
   C. A1, B1, C1, ...
   D. I, II, III, ...

13. The intersection of a column and a row in a worksheet is called___
   A. Column
   B. Address
   C. Value
   D. Cell

14. What do Excel formulas start with?

   A. /

   B. f

   C. =

   D. D).–

15. ___is not a function in Excel.

   A. SUM
   B. MIN
   C. SUBTRACT

D. MAX

16. What is the keyboard shortcut for copying cells in Excel?
    A. Ctrl + X
    B. Ctrl + C
    C. Ctrl + V
    D. Ctrl + Z

17. What does the term "cell" refer to in Microsoft Excel?
    A. A group of worksheets
    B. The intersection of a row and column
    C. A type of chart
    D. A formatting option

18. Which function is used to sum a range of cells in Excel?
    A. AVG()
    B. MAX()
    C. SUM()
    D. TOTAL()

19. What is the extension of a Microsoft Excel file?
    A. msxcl
    B. xcl
    C. xlsx
    D. xlsm

20. What is the collection of worksheets called?
    A. Ledger
    B. Book
    C. Testbook
    D. Workbook

21. Microsoft PowerPoint is a ___program.
    A. Graphics
    B. Presentation
    C. Data Analysis
    D. All of the above

22. What is the default filename of a PowerPoint file?
    A. Presentation
    B. My presentation
    C. Presentation1
    D. Default

23. What is the file extension of PowerPoint file?
    A. Powerpoint
    B. Powerpnt
    C. Ppnt
    D. Pptx

24. What is used to insert text on the currently selected slide?
    A. WordArt
    B. Comment Box
    C. Text Box

D. Ritch Text Box

25. Under which Menu, the options for draw/insert Text Box, picture, charts are available?
A. Home
B. Insert
C. Draw
D. All of the above

Shweta Saxena
Dr. Shweta Saxena
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Microsoft Office
Training Program
Oral Assessment and Evaluation

QUIZ

1. Microsoft Word is a ____.

A. Computer Hardware Program
B. Computer Non-application Program
C. Computer Application Program
D. None of the above

2. Which of the following is NOT present in MS Word?
   A. Word Count
   B. Font Size
   C. Brush
   D. Page Margin

3. Where is Office Button located in MS Word?

A. Left Upper
B. Left Bottom
C. Right Upper
D. Right Bottom

4. Which of the following tab is the default in MS Word?

A. Home
B. Insert
C. Page Layout
D. Reference
E. Reference

5. What is the maximum number of lines you can set for lines to drop box?

A. 3
B. 5
C. 10
D. 15

6. What is the default left margin in Word 2003 document?

A. 1
B. 1.25

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C. 1.5
D. 2

7. Ctrl + J is used to_____.
A. Align Justify
B. Insert Hyperlink
C. Search
D. Print

8. Page Down Key is used to
A. Moves the cursor one line down
B. Moves the cursor one page down
C. Moves the cursor one screen down
D. Moves the cursor one paragraph down

9. In Microsoft Excel spreadsheets, CELLS are labelled as _____
A. 1,2,3,.....
B. A,B,C,....
C. A1,B1,C1....
D. I,II,III,.....

10. _____is a collection of cells organized in rows and columns where you keep and manipulate the data.
A. Workbook
B. Worksheet
C. Spreadsheet
D. ARRAY

11. Select correct statement?
A. Each Excel workbook can contain multiple worksheets.
B. Each Excel worksheet can contain multiple workbooks.
C. Each Excel workbook can contain multiple spreadsheets.
D. Each Excel worksheet can contain multiple spreadsheets.

12. _____function in MS Excel worksheet represents the total number(s) of entries in the cell(s).
A. SUM
B. AVG
C. COUNT
D. TOTAL

13. The __feature of ms excel quickly completes a series of data.
A. Auto Filter
B. Auto Complete
C. Auto Fill
D. Auto Sum

14. What is the default file name of Microsoft Excel file?

A. Workbook.xlsx
B. Workbook1.xlsx
C. Worksheet.xlsx
D. Worksheet1.xlsx

15. Which tab is used to include pivot table, charts, hyperlinks to a spread sheet?

A. Insert
B. Page Layout
C. Data
D. Review

16. Where does the result displays when a formula is entered in Excel?

A. Current Cell
B. Next Cell
C. Previous Cell
D. Formula Bar

17. A PowerPoint _____is a pattern or blueprint of a slide or group of slides.

A. Presentation
B. Style
C. Theme
D. Template

18. How to change an animation effect in a PowerPoint presentation?

A. From the Animations tab, select the new animation that you want
B. From the Slide Show Tab, select the change animation
C. Both of the above
D. We cannot the without removing current animation effects

19. How to add animations to text, pictures, shapes, and more in your presentation?

A. Select objects, select Animations, and choose an animation, Select Setup Effects and choose an effect
B. Select objects, go to the Home tab,Select Effects Settings, and choose an effect
C. Select objects, select Animations,and choose an animation, Select Effect Options and choose an effect
D. All of the above

20. To remove a transition, select ____.

A. Transitions > Disable
B. Transitions > None
C. Transitions > Turn off
D. All of the above

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21. The keyboard shortcut for inserting a hyperlink on a selected object in PowerPoint?

A. Shift + K
B. Ctrl + K
C. Shift + H
D. Ctrl + H

22. By using the ___, we can see all slides at once in PowerPoint.

A. Slide Master View
B. Slide Sorter View
C. Slide Normal View
D. Slide Display All View

23. Which is not the valid edition of MS PowerPoint?

A. MS PowerPoint 2003

B. MS PowerPoint 2007

C. MS PowerPoint 2010

E. (MS PowerPoint 1920

24. What is the default PowerPoint standard layout?

A. Blank

B. Title slide

C. Title only

D. Comparison

25. To center the selected text, the shortcut key is _____

A. Ctrl+ C

B. Ctrl+ E

C. Ctrl+ O

D. Ctrl+ U

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Yoga and Meditation

(Refresh your mind, soul and body)

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COURSE OBJECTIVE

The primary objective of the Skill Enhancement Course in Basic Yoga and Meditation was to introduce students to the fundamental principles of yoga, its history, and various techniques to improve physical and mental health**.** The course aimed to promote the practice of yoga as a way of life.

COURSE CONTENT

- Meaning and Definition of Yoga according to various yogic texts. Yoga needs of an hour, Yoga in Education, Stress and Yoga, Yoga Science of Happiness.
- Brief discussion over various paths of Yoga – Gyan Yog, Bhakti Yog, Karma Yog, Raj Yog.
- Sitting Postures: ShithilDandasana, Padmasanas, Siddhyoniasana, Vajraasana, Sukhsana,
- Ushtrasana, Veerasana, Suptavajrasana, Pashchimasana, Shasankasana, Bhadrasana, Vakrasana,
- Standing Postures: Tadasana, Trikonasana, Parivrattrikonasana, Parshwakonasana, Padhastasana,
- Ardhacharkrasana, Natrajasana, Garudasana, Vrikshasana, Hanumanasana.
- Supine Postures: Shavasana, Sarvanasana, Halasana, Matsayasana, Garbhapindasana, Navasana, Setubandasana, Sarvangsetubandhasana, Vipreetkarniasana.
- Prone Postures: Makarasana, Bhujangasana, Salabhasana, Dhanurasana.
- Kriya: Kapalbhati, Trataka, Jal Neti, SutraNeti, Vaman, Nauli, Shakhprakshalan.

- Pranayam: Suryabhedi, Chandrabhedi, Nadi Shuddhi, Shithli, Sitkari, Sadanta, Bhramari, Ujjayi.
- Introduction to meditation, its benefits, types, principles, 5 concentration practices

ASSESSMENT AND EVALUATION

Performance and Demonstration of Sitting, Standing, Supine and Prone Aasanas, Kriya, Pranayam, Viva - explaining the benefits and limitations of practices.

COURSE OUTCOMES

The course helped the students to promote a positive and healthy lifestyle, prevent stress related health problems and seek preventative rehabilitation. It imparted skills in students to introduce Yoga for health and Yoga for total personality development of students in colleges. It also helped the students to channelize their energies in to creative and constructive endeavours. Increased mindfulness and stress reduction were observed among the students.Student will be able to demonstrate knowledge of the following topics:

• Develop body awareness.
• Learn how to use their bodies in a healthy way.
• Manage stress through breathing, awareness, meditation and healthy movement.
• Build concentration.
• Increase their confidence and positive self-image.

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SUMMARY REPORT OF
YOGA & MEDITATION
(REFRESH YOU MIND ,SOUL AND BODY)

Name of Program: Yoga & Meditation
Resource Person: Dr. Neeru Chaudhary
Faculty of Chemistry at MBPG College
Participants: Students of College.
No. of Participants: 56
Venue: Basket-ball ground, MBPG College

The 30-Hour Skill Development Program "YOGA & MEDITATION Program was inaugurated on 27 May 2021 at 8:30 AM by our Principal Dr. Shweta Saxena. The session was a practice and presentation session. As per the course plan the session was started and organized smoothly in all the days. On 10.06.2021 Add on Course was completed successfully and certificates were issued to the participants. The course aimed to promote physical and mental well-being, fostering a deeper understanding of yoga principles and practices. The participants showed a remarkable dedication to the practice, attending consistently and actively engaging in the sessions. Their enthusiasm and willingness to learn contributed significantly to the success of the course. The session saw an over-whelming response. The participants were ready with their presentations on varied subjects like – Yoga, Sudarshan Kriya, Suryanamaskara, etc. the participants gave their presentations very confidently

Dr. Neeru Chaudhary was the resource persons of the course. She also took a practical session and demonstrated the major Yogic Techniques i.e. Ujjayi pranayama's to ensure better concentration and balance of mind. The participants also performed these practices. They participated whole-heartedly in the interactive session SHWETA SAXENA

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The course is of 30 hours. The add on course was open to all streams and 56 students joined for the course and 56 got the certificate after completing the course.
Feedback from the participants was overwhelmingly positive. Students appreciated the knowledge and skills gained during the course. They expressed a desire for advanced yoga programs and recommended the course to others.

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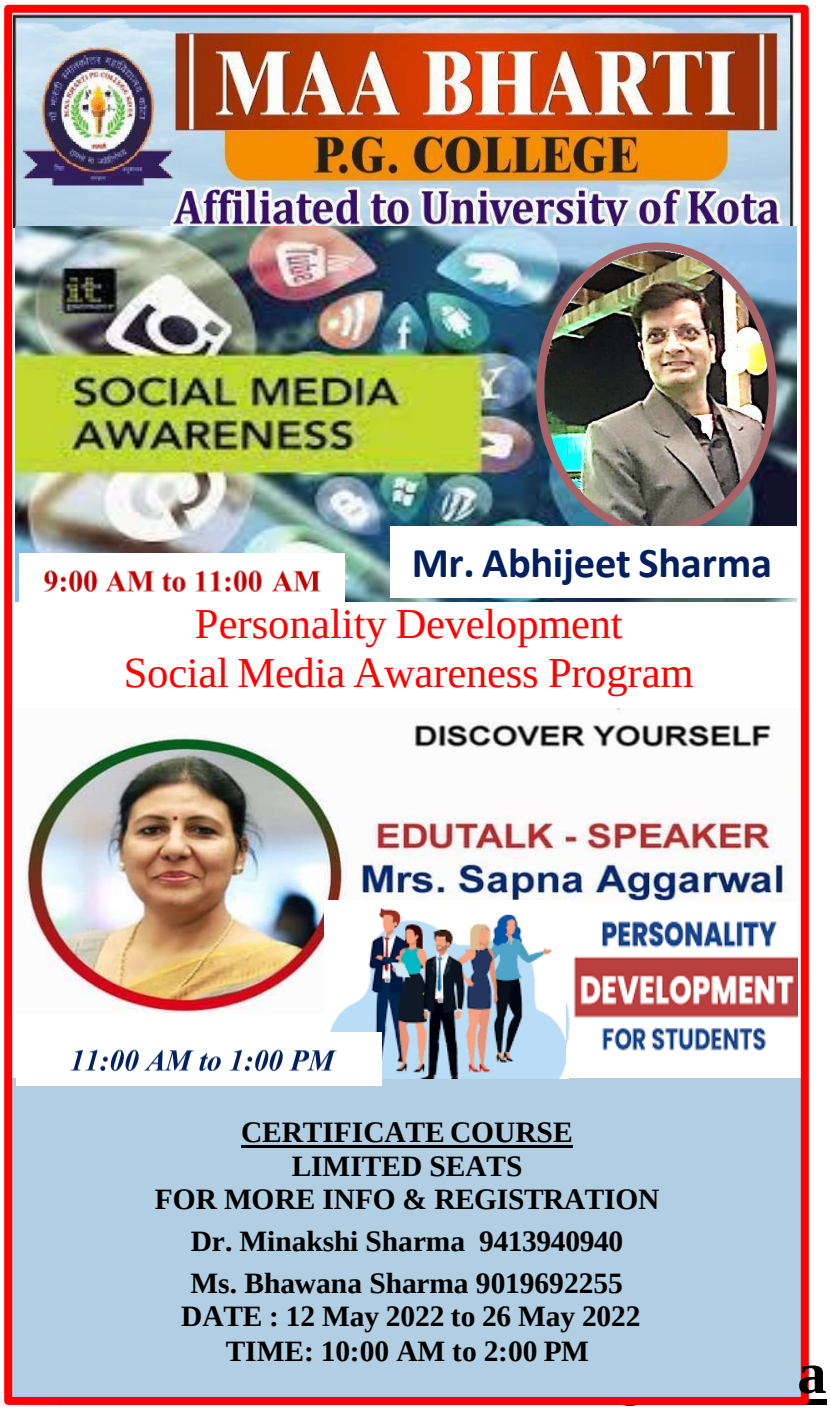
Academic Session :2021-2022

S.No.	NAME 0F ADD ON/ CERTIFICATE PROGRAMS OFFERED	DURATION OF COURSE(HRS.)	NO OF STUDENTS ENROLLED IN THE YEAR
1	**Social Media Awareness Program**	30	34
2	**Personality Development**	30	46



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Notice

This is for general information of all the students of the College that the College is going to conduct 2 (Two) Add-On Certificate Courses from 12.05.2022 to 26.05.2022. The courses will be free of cost and open for all students of the college The students are hereby asked to choose any one or both of the following courses.

1. **Social Media Awareness Program**
2. **Personality Development**

Students successfully completing the courses will be issued Completion Certificates at the end of the courses. Students who are interested in joining this course, should give their names to any one of the following faculty members on or before 09.05.2022.

4. Dr. Minakshi Sharma
5. Mr. Gaurav Sharma
6. Ms. Bhawana Sharma
7. Mr. Mayank Saini

Dr. Shweta Saxena

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Social Media Awareness Program

Course Objective

- To make awareness of social media among the students for its ethical and careful use.
- To aware about the benefits of social media.
- To aware about the drawbacks of social media.

Course Contents

- Understand how social media has disrupted traditional marketing
- Understand different social media platforms: Facebook, Instagram, Twitter, Snapchat, Pinterest, LinkedIn, Quora, Blogs and YouTube
- Devise social media marketing strategy and content strategy for each of the above platforms
- Develop your personal brand using social media, and understand how to become an influencer
- Understand social media campaign management and advertising on each social media platform

Assessment And Evaluation:

Evaluation Pattern: Total of two quizzes were conducted during the course. Group activities, demonstration of skills.

Course Outcomes

- Understanding how to leverage social media channels over in the overall media mix
- Analyzing the nuances of different social media platforms and the accompanying content strategies
- Understanding of the content creation process and corresponding tools

- Evaluating, analyzing, and optimizing social media ad campaigns end to end
- Creating effective strategies across Social Media platforms to engage new and existing audiences whilst achieving business goals
- Applying skills required to attempt Facebook Blueprint Certifications
- Creating content marketing strategy for various digital marketing channels

Social Media Awareness Program

Oral Assessment And Evaluation

QUIZ

1. What is social media?

a) A type of email service

b) A platform for online shopping

c) A means of communication and interaction through the internet

d) A video game console

2. Which of the following is NOT a social media platform?

a) Facebook

b) Twitter

c) Amazon

d) Instagram

3. Social media allows users to share which types of content?

a) Text, images, videos, and live streams

b) Songs and movies only

c) Physical products for sale

d) Personal identification information

4. What is the primary purpose of social media platforms?

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a) Providing weather updates

b) Facilitating online shopping

c) Connecting people and fostering communication

d) Providing medical advice

5. Which social media platform is known for its 280-character limit for tweets?

a) Facebook

b) Twitter

c) LinkedIn

d) Instagram

6. How does social media transcend geographical boundaries?

a) By providing free internet access globally

b) By allowing users to communicate in different languages

c) By enabling users from different locations to connect and interact virtually

d) By displaying satellite images of the Earth

7. Social media has become a catalyst for what types of change?

a) Political and economic change only

b) Social and cultural change

c) Medical breakthroughs

d) Technological advancements

8. How do businesses and organizations use social media?

a) For offline marketing only

b) For increasing shipping costs

c) For connecting with their target audience, marketing, and customer service

d) For promoting social isolation

9. What is a challenge associated with social media?

a) Lack of internet connection globally

b) Increased privacy protection

c) Cyberbullying and misinformation

d) Reduced usage of smartphones

10. Which social media platform is best suited for professional networking and job hunting?

a) Snapchat

b) Facebook

c) Instagram

d) LinkedIn

11. How has social media impacted politics and elections?

a) It has reduced political engagement among citizens

b) It has increased the accuracy of political news reporting

c) It has facilitated the spread of misinformation and fake news

d) It has completely eliminated traditional media

12. What does “viral” mean in the context of social media?

a) A harmful computer virus spreading through social media platforms

b) A type of online game that gains popularity quickly

c) A piece of content that spreads rapidly and extensively across the internet

d) An advertisement that receives negative feedback

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13. How can individuals contribute positively to the online community on social media?

a) By spreading false information and rumors

b) By engaging in cyberbullying and harassment

c) By promoting hate speech and intolerance

d) By sharing valuable and constructive content

14. Which social media platform is famous for its “Stories” feature, where posts disappear after 24 hours?

a) Facebook

b) Twitter

c) Snapchat

d) Instagram

15. How can businesses leverage social media for brand promotion and awareness?

a) By ignoring customer feedback and complaints

b) By posting content infrequently

c) By consistently engaging with their audience and sharing relevant content

d) By using only traditional advertising methods

Shweta Saxena

Dr. Shweta Saxena

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Social Media Awareness Program

Oral Assessment And Evaluation

QUIZ

1. What does the term “influencer” refer to in the context of social media?

a) A software tool for analyzing social media data

b) A person with a significant following who can impact consumer choices

c) A type of social media advertisement

d) A feature for reporting abusive content

2. How can social media platforms be used to disseminate emergency alerts and important information?

a) By prioritizing cat videos and memes over serious content

b) By providing false information and hoaxes

c) By allowing government agencies and organizations to post official updates

d) By ignoring user safety and privacy concerns

3. How can users protect their privacy and security on social media?

a) By sharing personal information openly with anyone

b) By using weak passwords and not enabling two-factor authentication

c) By being cautious about what they share and who they connect with

d) By never updating their account settings

4. Which of the following is an example of social media etiquette?

a) Posting rude and offensive comments on others’ posts

b) Sharing private and sensitive information without permission

c) Engaging in respectful and polite communication

d) Ignoring direct messages and comments from followers

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5. How can businesses use social media for customer service?

a) By refusing to respond to customer inquiries and complaints

b) By directing customers to call a helpline for any assistance

c) By actively responding to inquiries and resolving issues promptly

d) By ignoring customer feedback and suggestions

6. Which social media platform is popular for sharing visual content like photos and short videos?

a) Facebook

b) Twitter

c) LinkedIn

d) Instagram

7. How do social media platforms use algorithms to personalize users' content feeds?

a) By showing random content from unrelated topics

b) By displaying content solely from verified accounts

c) By analyzing users' interests and behavior to show relevant content

d) By prioritizing content from anonymous users

8. Which social media platform is known for its "Explore" page, where users can discover content from accounts they don't follow?

a) Facebook

b) Twitter

c) TikTok

d) Instagram

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9. How can social media be used as a tool for educational purposes?

a) By providing misleading and false information

b) By encouraging plagiarism and cheating

c) By sharing informative and educational content, articles, and videos

d) By promoting the spread of conspiracy theories

10. What is a social media “algorithm”?

a) A set of rules governing human behavior on social media platforms

b) A feature for blocking specific users from a profile

c) A mathematical formula used by platforms to determine content visibility

d) A tool for identifying fake accounts and bots

11. How can businesses analyze social media data to improve their strategies?

a) By ignoring data analysis and relying solely on intuition

b) By analyzing data from unrelated industries

c) By tracking engagement metrics, user behavior, and feedback

d) By outsourcing data analysis to competitors

12. What is the primary difference between a personal social media account and a business social media account?

a) Personal accounts cannot post content

b) Business accounts have a higher character limit for posts

c) Business accounts can run advertisements and access analytics

d) Personal accounts can only connect with other personal accounts

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13. How can social media impact mental health and well-being?

a) By reducing feelings of loneliness and isolation

b) By providing accurate medical advice and diagnosis

c) By promoting unhealthy comparisons and cyberbullying

d) By replacing in-person interactions entirely

14. How can social media be used as a platform for activism and social movements?

a) By discouraging users from sharing their opinions and beliefs

b) By limiting access to content about social issues

c) By allowing users to spread awareness and mobilize support

d) By focusing solely on entertainment content

15. What is the “Like” button used for on most social media platforms?

a) To indicate disagreement with a post

b) To express sadness or sympathy

c) To acknowledge and show approval of a post

d) To report offensive content

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Dr. Shweta Saxena

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SUMMARY REPORT OF SOCIAL MEDIA AWARENESS PROGRAM

Name of Program: Social Media Awareness Program

Resource Person: Mr. Abhijeet Sharma
(Manager at IT& C-Technovation, Allen, Kota)
Participants: Students of College.
No. of Participants: 34
Venue: Computer Lab and BCA Class Room, MBPG College

The 30-Hour Skill Development Program "Social Media Awareness Program" was inaugurated on 12 May 2022 at 8:30 AM by Chairman of MB Group Mr. Mahesh Vijay Sir. As per the course plan the session was started and organized smoothly in all the days. On 26 May 2022 Add on Course was completed successfully and certificates were issued to the participants.

During the 30 hours Add on course, students participated with enthusiasm and gained knowledge in "Social Media Awareness Program". The successful completion of this course was a unique experience for students and they achieved a better knowledge about social media marketing in India. The experience which they got by doing this course was essential for students. Mr. Abhijeet Sharma was the resource persons of the course. The course is of 30 hours. The add on course was open to all streams and 34 students joined for the course and 34 got the certificate after completing the course.

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PERSONALITY DEVELOPMENT

COURSE OBJECTIVE

The aim of the course is to groom the personality with regard to different behavioral dimensions and to prepare the students for effective public speaking. Personality refers to an individual's outer appearance, characteristics, attitudes, mindset, beliefs and behavior. In the present times, the importance of personality holds a greater value in order to achieve success in life. The Institution constantly strives to motivate and guide students for their overall personality development in order to develop accountability, enthusiasm, professionalism and smartness.

COURSE CONTENTS

- Personality Development: Introduction, Psychological approaches to Personality.
- Communication: Introduction, flow of communication, listening, Paraphrasing, Reflection, Effective communication skills.
- Stress Management: Introduction, Causes, Impact and Stress management.
- Anger Management: Introduction, Causes, Impact and Anger management. Attitude management
- Leadership: Introduction, Leadership and Power. Motivation
- Time Management: Time as a Resource, Identify important time wasters, Individual time Management, Techniques for better time management

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ASSESSMENT AND EVALUATION:

Evaluation Pattern: During the course group activities, assessed for Knowledge, Skills, Attitude, Assignments and Quiz.

COURSE OUTCOMES

- To bring about Personality Development of the students with regard to different behavioural dimensions.
- To prepare the students for effective public speaking
- To help the students to understand and manage the basic behavioural dimensions and their application in everyday life.

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SUMMARY REPORT OF
PERSONALITY DEVELOPMENT PROGRAM

Name of Program: Personality Development program
Resource Person: Mrs. Sapna Agrwal
EDUTALK -SPEAKER, KOTA
Participants: Students of College.
No. of Participants: 46
Venue: New Hall, MBPG College

The 30-Hour Skill Development Program "Personality Development program" was inaugurated on 12 May 2022 at 8:30 AM by Chairman of MB Group Mr. Mahesh Vijay Sir. As per the course plan the session was started and organized smoothly in all the days. On 26 May 2022 Add on Course was completed successfully and certificates were issued to the participants.

Personality Development course focuses upon the developing self-esteem among students, communication skills, leadership and team management skills, problem solving and thinking skills, emotional intelligence and managing interpersonal relationship and positive outlook towards life. The course was conducted and 46 students completed the course. During the 30 hours Add on course, students participated with enthusiasm and gained knowledge in "Personality Development Program". Mrs. Sapna Agrwal was the resource persons of the course.46 students got the certificate after completing the course.

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Number of Add on /Certificate Programs/Skill Development Program offered during the session 2022-2023

ACADEMIC SESSION :2022-2023

S.No.	NAME 0F ADD ON/ CERTIFICATE PROGRAMS OFFERED	DURATION OF COURSE(HRS.)	NO OF STUDENTS ENROLLED IN THE YEAR
1	ONLINE PRIVACY, SECURITY AND SAFETY SKILL.	30	47
2	PRIMARY HEALTH AWARENESS PROGRAM.	30	54

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Maa Bharti P.G. College, Kota

Notice

This is for general information of all the students of the College that the College is going to conduct 2 (Two) Add-On Certificate Courses from 22 June 2023 to 6 July 2023. The courses will be free of cost and open for all students of the college The students are hereby asked to choose any one or both of the following courses.

1 ONLINE PRIVACY, SECURITY AND SAFETY SKILL.
2 PRIMARY HEALTH AWARENESS PROGRAM.

Students successfully completing the courses will be issued Completion Certificates at the end of the courses. Students who are interested in joining this course, should give their names to any one of the following faculty members on or before 18.06.2023.

1. Dr. Arshi Abbasi
2. Dr. Rakesh Rajora
3. Mr. Hemant Meghwal

Shweta Saxena
Dr. Shweta Saxena
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Online Privacy, Security and Safety Skill program

COURSE OBJECTIVE:

- To secure the information stored and conveyed which is an invaluable resource of any organization.
- To update the knowledge of students in network security and safety issues

COURSE CONTENTS:

- **Networking Concepts Overview-** Basics of Communication Systems, transmission Media, ISO/OSI and TCP/IP Protocol Stacks, Local Area Networks, Wide Area Networks.
- Internetworking, Packet Formats, Wireless Networks, The Internet.
- **Information Security Concepts-** Information Security Overview, Information Security Services, Types of Attacks, Goals for Security, E-commerce Security.
- **Security Threats and vulnerabilities-** Overview of Security threats, Hacking Techniques, Password Cracking, Insecure Network connections, Malicious Code, Programming Bugs, Cyber-crime and Cyber terrorism.
- **Cryptography-** Introduction to Cryptography, Message Authentication and Hash functions, Digital Signatures, Applications of Cryptography.
- **Security Management Practices-** Overview of Security Management, Information Classification Process, Security Policy, Risk Management, Security Procedures and Guidelines.

ASSESSMENT AND EVALUATION:

Evaluation Pattern: Demonstration of skills. Total of two quizzes were conducted during the course.

COURSE OUTCOMES

- The students gain the most comprehensive knowledge and skills in the Online Network Security providing an opportunity to equip the Online Network System.
- Students understand the security concerns, vulnerabilities, attacks and to plan and implement the desired e-Security solutions.

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Online Privacy, Security and Safety Skill program
Oral Assessment And Evaluation
ORAL QUIZ QUESTIONS

1. Physical or logical arrangement of network is
    a) Topology
    b) Routing
    c) Networking
    d) None of the mentioned
2. In this topology there is a central controller or hub
    a) Star
    b) Mesh
    c) Ring
    d) Bus
3. This topology requires multipoint connection
    a) Star
    b) Mesh
    c) Ring
    d) Bus
4. Data communication system spanning states, countries, or the whole world is
    a) LAN
    b) WAN
    c) MAN
    d) None of the mentioned
5. Data communication system within a building or campus is
    a) LAN
    b) WAN
    c) MAN
    d) None of the mentioned
6. Expand WAN
    a) World area network
    b) Wide area network
    c) Web area network
    d) None of the mentioned
7. What is the access point (AP) in wireless LAN?
    a) device that allows wireless devices to connect to a wired network
    b) wireless devices itself

c) both (a) and (b)

d) none of the mentioned

8. In wireless ad-hoc network

a) access point is not required

b) access point is must

c) nodes are not required

d) none of the mentioned

9. Which multiple access technique is used by IEEE 802.11 standard for wireless LAN?

a) CDMA

b) CSMA/CA

c) ALOHA

d) none of the mentioned

10. In wireless distribution system

a) multiple access point are inter-connected with each other

b) there is no access point

c) only one access point exists

d) none of the mentioned

11. A wireless network interface controller can work in

a) Infrastructure mode

b) ad-hoc mode

c) both (a) and (b)

d) none of the mentioned

12. In wireless network an extended service set is a set of

a) Connected basic service sets

b) all stations

c) all access points

d) none of the mentioned

13. Mostly_____is used in wireless LAN.

a) time division multiplexing

b) orthogonal frequency division multiplexing

c) space division multiplexing

d) none of the mentioned

14. Which one of the following event is not possible in wireless LAN.
    a) Collision detection
    b) Acknowledgement of data frames
    c) multi-mode data transmission
    d) none of the mentioned
15. What is Wired Equivalent Privacy (WEP) ?
    a) security algorithm for ethernet
    b) security algorithm for wireless networks
    c) security algorithm for usb communication
    d) none of the mentioned
16. What is WPA?
    a) wi-fi protected access
    b) wired protected access
    c) wired process access
    d) wi-fi process access

17. When information is read or copied by someone not authorized to do so, the result isknown as ___
    a) loss of confidentiality b) loss of integrity
    c) loss of availability d) All of the above

18. When information is modified in unexpected ways, the result is known as _
    a) loss of confidentiality b) loss of integrity
    c) loss of availability d) All of the above
19. When information can be erased or become inaccessible, the result is known as _____
    a)loss of confidentiality b) loss of integrity
    c) loss of availability d) None of the above

20. When users cannot access the network or specific services provided on the network, theyexperience a ____
    a) Availability b) Denial of service
    c) diagnostic problem d) All of the above
21. is proving that a user is the person he or she claims to be.
    a)Authentication b) Authorization
    c) non-repudiation d) None of the above

22. is the act of determining whether a particular user (or computer system)has the right to carry out a certain activity, such as reading a file or running a program.
a)Authentication b) Authorization
c) non-repudiation d) All of the above

23. When the means of authentication cannot later be refuted—the user cannot later deny thathe or she performed the activity is known_.
a) Authentication b) Authorization
c) non-repudiation d) None of the above

24. A_____attack attempts to learn or make use of information from the system but doesnot affect system resources.
a) active b) passive
c) None of the above d) All of the above

25. A_____attack attempts modification of the data stream or the creation of a falsestream.
a) active b) passive
c) None of the above d) All of the above

26. is the application of computer investigation and analysis techniques in the interests of determining potential legal evidence.
a) E-commerce c) Computer Forensics
b) None of the above d) All of the above

27. What is the correct approach for addressing security and organizationobjectives?
a. Security and organization objectives should be developed separately.
b. Security should drive organization objectives.
c. Security should support organization objectives.
d. The site security officer should approve or reject organization objectives.

28. A qualitative risk assessment is used to identify:
a. Vulnerabilities, threats, and countermeasures
b. Vulnerabilities, threats, threat probabilities, and countermeasures
c. Assets, risks, and mitigation plans
d. Vulnerabilities and countermeasures

29. The impact of a specific threat is defined as:
a. The cost of recovering the asset
b. The cost required to protect the related asset
c. The effect of the threat if it is realized
d. The loss of revenue if it is realized

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e.

30. The statement, “Information systems should be configured to requirestrong passwords,”is an example of a/an:
    a. Security requirement
    b. Security policy
    c. Security objective
    d. Security control
31. An organization employs hundreds of office workers that use computers toperform their tasks. What is the best plan for informing employees about security issues?
    a. Include security policy in the employee handbook
    b. Perform security awareness training at the time of hire and annually there after
    c. Perform security awareness training at the time of hire
    d. Require employees to sign the corporate security policy

32. An information system that processes sensitive information is configuredto require a valid userid and strong password from any user. This processof accepting and validating this information is known as:
    a. Authentication
    b. Strong authentication
    c. Two-factor authentication
    d. Single sign-on

33. Palm scan, fingerprint scan, and iris scan are forms of:
    a. Strong authentication
    b. Two-factor authentication
    c. Biometric authentication
    d. Single sign-on

34. The method of hiding the secret is:
    (a) Cryptography (b) Steganography
    (c) Stenography (d) Cryptanalysis

35. In cryptography, what is cipher?
    a) algorithm for performing encryption and decryption
    b) encrypted message
    c) both (a) and (b)
    d) none of the mentioned
    e)

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36. In asymmetric key cryptography, the private key is kept by

a) sender b) receiver
c) sender and receiver d) all the connected devices to the network

37. In cryptography, the order of the letters in a message is rearranged by
a) transpositional ciphers b) substitution ciphers
c) both (a) and (b) d) none of the mentioned

38. The_____is the original message before transformation.
A) ciphertext B) plaintext
C) secret-text D) none of the above

39. The_____is the message after transformation.
A) ciphertext B) plaintext
C) secret-text D) none of the above

40. An_____algorithm transforms ciphertext to plaintext.

A) encryption B) decryption
C) either (a) or (b) D) neither (a) nor (b)

41. The_____is a number or a set of numbers on which the cipher operates.
A) cipher B) secret
C)key D) none of the above

42. In an_____cipher, the same key is used by both the sender and receiver.
A) symmetric-key B) asymmetric-key
C) either (a) or (b) D) neither (a) nor (b)

43. In an asymmetric-key cipher, the sender uses the____key.
A) private B) public
C) either (a) or (b) D) neither (a) nor (b)

44. In an asymmetric-key cipher, the receiver uses the key.
A) private B) public
C) either (a) or (b) D) neither (a) nor (b)

45. A_____cipher replaces one character with another character.
A) substitution B) transposition
C) either (a) or (b) D) neither (a) nor (b)

46. One commonly used public-key cryptography method is the___algorithm.

A) RSS B) RAS

C) RSA D) RAA

47. The Caesar cipher is a____cipher that has a key of 3.

A) transposition B) additive

C) shift D) none of the above

48. The_____cipher is the simplest monoalphabetic cipher. It uses modulararithmetic with a modulus of 26.

A) transposition B) additive

C) shift D) none of the above

49. _____ciphers can be categorized into two broad categories: monoalphabetic andpolyalphabetic.

A) Substitution B) Transposition

C) either (a) or (b) D) neither (a) nor (b)

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Dr. Shweta Saxena

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SUMMARY REPORT OF
ONLINE PRIVACY, SECURITY AND SAFETY SKILL PROGRAM

Name of Program: Online Privacy, Security and Safety Skill program

Resource Person: Mr. Alok Gautam
Faculty at Allen, Kota
Participants: Students of College.
No. of Participants: 47
Venue: New Hall, MBPG College

The 30-Hour Skill Development Program "Online Privacy, Security and Safety Skill Program" was inaugurated on 22 June 2023 at 7:30 AM by our Principal Dr. Shweta Saxena. As per the course plan the session was started and organized smoothly in all the days. On 06 July-2023 Add on Course was completed successfully and certificates were issued to the participants.

During the 30 hours Add on course, students participated and experience that the course was informative on current and future data privacy and gained knowledge in "Online Privacy, Security and Safety Skill". Mr. Alok Gautam was the resource persons of the course. The course is of 30 hours. The add on course was open to all streams and 47 students joined for the course and 47 got the certificate after completing the course.

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Primary Health Awareness Program

Course Objective:

The Health Awareness program was organized with the main objective to promote health sensitive issues and also promote a sense of well-being among the participants extensively. Health is an asset that helps us to maintain the balance between the life and mind.The objectives of the Health Awareness programme are widespread. The ultimate goal of health awareness programme is:

➢ To improve the health of the individual and community level

➢ To reduce the incidence of disease.

➢ To inform and educate the mass about their certain health issues

➢ To raise awareness regarding the targeted health issues

➢ To create awareness about the available wellness resources

➢ To share the adequate information upon health

➢ To help listeners and their close ones choose a lifestyle that knocks down unhealthy ambiance

➢ To combat diseases like stress, mental unhealthiness,

➢ To promote individual health coaching and recommendations from the result

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Course Contents:

Introduction – "GENERAL HEALTH AWARENESS"

- **Welcome and brief introduction**
- **Emphasize the importance of health and well-being in the workplace**

Stress Management

- Define stress and its impact on health and productivity
- Techniques for managing stress:
  - Breathing exercises
  - Mindfulness and meditation
  - Time management tips
  - Physical activity and its stress-relieving benefits

Healthy Eating

- Importance of nutrition in maintaining good health
- Basic principles of a balanced diet:
  - Importance of fruits, vegetables, whole grains, and lean proteins
  - Portion control and mindful eating
  - Tips for healthier choices in the workplace

Q&A and Interactive Activity

- Open the floor for questions and discussions
- Conduct a brief interactive activity related to stress management or healthyeating:
  - Group mindfulness exercise
  - Healthy snack taste-testing with Q&A about nutrition

Conclusion and Resources

- Recap key points from the session
- Provide resources for further reading or support
- Encourage students to prioritize their health

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Assessment And Evaluation:

Evaluation Pattern: assessment through a Sociological Quiz!

Course Outcomes

For all these, students at the programme were encouraged to incorporate healthy habits and also take various preventive measures so that in the upcoming times they can stay safe and sound. In addition, staff present there are also spurred to boost up their daily nutrition intake. They are also given information on how to integrate and maintain hygiene in their lifestyle. This programme is focused towards addressing issues of personal health care, vaccination, hygiene, and illness prevention. The key challenges in the health care domain are poor accountability, low-quality care, lack of health awareness and limited access to health facilities

MAA BHARTI P.G. COLLEGE

SUMMARY REPORT OF PRIMARY HEALTH AWARENESS PROGRAM.

Name of Program: Primary Health Awareness Program.

Resource Person: Dr Manasvi Johari Junior Medical Practitioner (S N Pareek Hospital, Kota)

Participants: Students of College.

No. of Participants: 54

Venue: New Hall, MBPG College

The 30-Hour Skill Development Program "Primary Health Awareness Program" was inaugurated on 22 June 2023 at 7:30 AM by our IQAC coordinator Mrs. Vinita Sharma. As per the course plan the session was started and organized smoothly in all the days. On 06 July-2023 Add on Course was completed successfully and certificates were issued to the participants.

During the 30 hours Add on course, students participated and experience that the course was informative and gained knowledge. Dr Manasvi Johari insisted that regular physical activity such as walking, running, or playing sports can improve your mood, distract you from worries, and relieve tension and stress. Exercise can also improve your general health. One can benefit most from regularly exercising for 30 minutes or more, but it's okay to build up to it gradually. The awareness programme was to educate the mass about the ways to combat the mental stress along with the physical weaknesses and move ahead

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in life with a much enthusiastic spirit and energy. Dr Manasvi Johari was the resource persons of the course. The course is of 30 hours. The add on course was open to all streams and 54 students joined for the course and 54 got the certificate after completing the course.

SHWETA SAXENA

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