

T.Z.A.S.P. MANDAL'S
PRAGATI COLLEGE OF ARTS AND COMMERCE, DOMBIVLI

Department of Accountancy

Academic Year: 2020-2021

"REPORT ON ONLINE CEDES CERTIFICATE COURSE"

The Department of Accountancy has started online certificate course named "CEDES (Certificate in English communication and Digital education with Excel Specialization)" during the academic year in association with Anudip Foundation Kalyan for all Third year students. Information about the course already given in orientation programme further Notice of Course is share with students via Whatsapp. The course was started in month of July 2020 and successfully completed in month of December 2020 in online mode (Google Meet). During the academic year 25 students enrolled but only 16 students successfully completed.

After completion of course, Anudip foundation also conducted online placement session for the 15 Students of CEDES batch of Pragati College on 2nd December 2020 with Kasturi Joshi, Placement Officer, Anudip foundation for social welfare, Thane. Again Anudip foundation conducted online interview session for the 16 Students of CEDES batch of Pragati College on 7th December 2020 with Rahkee Kantale, Soft skill Trainer, Anudip foundation for social welfare, Thane. The list of students is as follow:

Sr.No	Name	Class	Completed	Sr.No	Name	Class	Completed
1	Hrishikesh More	TYBCom	✓	14	Yachika More	TYBCom	
2	Mayuri Chavan	TYBCom	✓	15	Bhakti Utekar	TYBCom	
3	Ranjita Swami	TYBCom	✓	16	Akshata Ghugare	TYBCom	✓
4	Harsha Bhoir	TYBCom		17	Damini Chaudhari	TYBCom	
5	Darpan Patil	TYBCom	✓	18	Kajal Vanjare	TYBCom	✓
6	Harshal Bhoir	TYBCom	✓	19	Kusum Munda	TYBCom	✓
7	Meenakshi Nadar	TYBCom		20	Manali Palkar	TYBCom	
8	Krishna Nighale	TYBCom	✓	21	Komal Bidwi	TYBCom	✓
9	Jyoti Jain	TYBCom		22	Nityanand Pillai	TYBCom	✓
10	Mansi Shiriskar	TYBCom		23	Shweta Padwal	TYBCom	✓
11	Siddhesh Navale	TYBCom	✓	24	Snehal Parab	TYBCom	✓
12	Priyanka Jadhav	TYBCom		25	Pratik Patil	TYBCom	✓
13	Pooja Thukrul	TYBCom	✓				



Mohane
Dr. Jyoti H. Pohane
Head, Dept of Accountancy
Principal
PRAGATI COLLEGE
Dombivli (E)

THANKING LETTER

To Pragati College of Arts and
Commerce Dombivli

Subject – Thanking letter towards successful Completion of Anudip Foundation's Training and Placement programme in the academic year 2020-21.

Respected Madam/Sir, Greetings from the Anudip Foundation!

Anudip in collaboration with CSR Partners has initiated "Skill Development Program for Youths". We would like to express our gratitude towards your college for collaborating with us for this Training and Placement programme.

During Training programme Candidates were trained on CEDES, Communicative English (Enguru app), Mock Interviews, Soft Skills Development along with Revision and Assessment for every module.

During the training we found students were very enthusiastic and attentive. They had high aspirations along with dedication towards learning new Digital skills. All of them participated actively during training sessions.

Candidates were offered various placement opportunities Based on their interests and educational background. Most of them have been successfully placed in reputed organisations in Mumbai.

We thank all the candidates for believing in us and giving us the opportunity to cater their needs to upgrade themselves as per latest trends in the professional world.

We would also like to thank the Training and Placement officials from the college, other members of Training and Placement committee, respective Head of the Departments, Professors and all the other concerned people who made this Training and Placement programme, a successful event.

We would like continue with our collaboration for upcoming years as well; for the betterment of skill development and placement opportunities for your college candidates.

Thank you.

Executive,
Anudip Foundation for Social Welfare.



**LIST OF ENROLLED STUDENTS OF PRAGATI COLLEGE, DOMBIVLI WITH
ANUDIP FOUNDATION, KALYAN.**

ONLINE CERTIFICATE COURSE (CEDES)

(Certificate in English communication and Digital education with Excel Specialization)"

Course Duration: - 185 Hrs. (2 Hrs. Daily) and 65 Days (5 Days in Week)

Course Period: - July 2020 to December 2020 (Online Mode)

Sr.No	Name	Class	Course Enrollment Status	Course Completion Status	Online Placement Session Status	Online Interview Session Status
1	Hrishikesh More	TYBCom	Enrolled	Completed	Attended	Attended
2	Mayuri Chavan	TYBCom	Enrolled	Completed	Attended	Attended
3	Ranjita Swami	TYBCom	Enrolled	Completed	Attended	Attended
4	Harsha Bhoir	TYBCom	Enrolled	Not-Completed	---	---
5	Darpan Patil	TYBCom	Enrolled	Completed	Attended	Attended
6	Harshal Bhoir	TYBCom	Enrolled	Completed	Attended	Attended
7	Meenakshi Nadar	TYBCom	Enrolled	Not-Completed	---	---
8	Krishna Nighale	TYBCom	Enrolled	Completed	Attended	Attended
9	Jyoti Jain	TYBCom	Enrolled	Not-Completed	---	---
10	Mansi Shiriskar	TYBCom	Enrolled	Not-Completed	---	---
11	Siddhesh Navale	TYBCom	Enrolled	Completed	Attended	Attended
12	Priyanka Jadhav	TYBCom	Enrolled	Not-Completed	---	---
13	Pooja Thukrul	TYBCom	Enrolled	Completed	Attended	Attended
14	Yachika More	TYBCom	Enrolled	Not-Completed	---	---
15	Bhakti Utekar	TYBCom	Enrolled	Not-Completed	---	---
16	Akshata Ghugare	TYBCom	Enrolled	Completed	Attended	Attended
17	Damini Chaudhari	TYBCom	Enrolled	Not-Completed	---	---
18	Kajal Vanjare	TYBCom	Enrolled	Completed	Attended	Attended
19	Kusum Munda	TYBCom	Enrolled	Completed	Attended	Attended
20	Manali Palkar	TYBCom	Enrolled	Not-Completed	---	---
21	Komal Bidwi	TYBCom	Enrolled	Completed	Attended	Attended
22	Nityanand Pillai	TYBCom	Enrolled	Completed	Attended	Attended
23	Shweta Padwal	TYBCom	Enrolled	Completed	Attended	Attended
24	Snehal Parab	TYBCom	Enrolled	Completed	Attended	Attended
25	Pratik Patil	TYBCom	Enrolled	Completed	Attended	Attended



ANUDIP FOUNDATION

Course Structure

CEDES (Certificate in English Communication and Digital education with Excel Specialization)

Content: Communicative English (Enguru App)

Digital Literacy

Financial Literacy

Workplace Readiness

MOS Excel

Workplace Readiness

- Introduction and Learner Orientation
- Personal Hygiene and a Healthy Lifestyle
- Relocation for a Better Life and Staying away from home.
- Getting Ready for Work
- Time Management
- Developing discipline and Understanding the Office Work Culture
- Human Resources in an Organization
- Resume writing and interviews skills

Digital Literacy

- Computer & it's Hardware
- Computer Software and Operating System
- Working With Windows and mac
- Introduction to Microsoft Excel
- Microsoft Excel-Formatting Cells and using find & replace
- Microsoft Excel: Sorting and Filtering Data
- Microsoft Excel Formulas and Functions
- Microsoft Excel - VLOOKUP & HLOOKUP
- Microsoft Excel - Inserting charts and hyperlinks
- Getting started with Microsoft Word
- Microsoft Word - Formatting Text
- Introduction to Internet
- Online Activities
- Online navigation tool
- Online collaboration and remote access tool
- Email - Creating Gmail account & basic functionality of email

Financial Literacy

- Introduction to Financial Literacy
- Employment
- Borrowing



ANUDIP FOUNDATION

- Savings
- Banking
- Insurance

Microsoft Office Specialist Excel Expert

- Manage And Share Workbooks
- Manage Workbook Review
- Apply Data Formats & Validation
- Advanced Conditional Formatting & Filtering
- Create & Modify Custom Workbook Element
- Apply Functions & Formulas
- Look up data by using functions
- Perform data analysis & Business Intelligence
- Creating Advance Charts & Elements
- Create & Manage Charts & Pivot Tables.

Durations: Hours- 185(2 hours daily)

Days- 65 (5 days in week)

Mode: Online (google hangout app)

Note:

- Students will be provided with Login ID & password, which will useful for accessing books and giving exams on LMS application.
- Students will be provided two app for accessing study material
 1. Enguru App (for English)
 2. Diya App(LMS)



Certificate of Merit is awarded to
HRISHIKESH SHRIKANT MORE

for successfully completing 193 hours of training on

Certificate in English Communication and Digital education with Excel Specialization

from August 2020 to October 2020

at Anudip Foundation Skill and Career Development Center, Kalyan
Thane, Maharashtra.

Grade :- B1

Reg. No. :- U91900WB2007NPL116269

Student Reg. No. :- MHAFK/AF0084338



Monisha Banerjee
[Chief Executive Officer]

Certificate of Merit is awarded to
SIDDHESH YASHWANT NAWLE

for successfully completing 193 hours of training on

Certificate in English Communication and Digital education with Excel Specialization

from August 2020 to October 2020

at Anudip Foundation Skill and Career Development Center, Kalyan
Thane, Maharashtra.

Grade :- B

Reg. No. :- U91900WB2007NPL116269

Student Reg. No. :- MHAFK/AF0083393



Monisha Banerjee

[Chief Executive Officer]

Certificate of Merit is awarded to
POOJA RAMAKANTTHUKRUL

for successfully completing 193 hours of training on

Certificate in English Communication and Digital education with Excel Specialization

from August 2020 to October 2020

at Anudip Foundation Skill and Career Development Center, Kalyan
Thane, Maharashtra.

Grade :- B

Reg. No. :- U91900WB2007NPL116269

Student Reg. No. :- MHAFK/AF0084262



Monisha Banerjee
[Chief Executive Officer]