

CLASS CIRCULATION

AM
7/10/17



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West), Mumbai, 400 064

Date: 7th October, 2017

Notice

The Department of Business Communication is organizing a lecture on 'Communication Skills' by **Mr. Raj Sagar Bhatia, Ashray Association** on **Monday, 9th October, 2017.**

All the students are requested to assemble in the auditorium at 10.30 a.m.

Prof. Emelia Noronha
Business Communication



Dr. N.N. Pandey HOD,
Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West), Mumbai, 400 064

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Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West),
Mumbai, 400 064

Date: 13th September, 2017

The **Department of Business Communication and Foundation Course** under aegis of IQAC is organizing a seminar on 'Social Media & Cyber Crime' by Mr. Krishna Prakash, IPS on Saturday, 16th September, 2017.

All the students are requested to assemble in the auditorium at 10.30 a.m.



Dr. N.N. Pandey
Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, S. V. Road, Malad (West), Mumbai - 400064.

Date: 23rd January, 2018

NOTICE

The Department of Business Communication under the aegis of IQAC is organizing a conference on 'Youth and Wellness: Body, Mind and Spirit' on **22nd February 2018** for the students. *at 10.15 a.m. in the audi.*

Students who attend the conference will get Certificate of Participation

Interested students should register their name with the following Professors:

Prof. Emelia Noronha
Prof. Bharti Tiwari
Prof. Tanvi Rao

Prof. Emelia Noronha
HOD, Dept. of Business Communication



Dr. N.N. Pandey
Principal

TY A&B

DI/N -ACT/GEN /00

CLASS CIRCULATION

Mn
28/7/18



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West), Mumbai, 400 064.

28/07/2018

Notice

All the students of **F.Y.B.Com** are hereby informed that their **Tutorial lectures in subjects of Mathematical & Statistical Techniques and Business Communication** will be commencing from Monday, 30th July, 2018.

The students are requested to check the notice board on 1st Floor about **Batches and Time - Table**



Dr. N. N. Pandey
Principal & HOD

DI/N-STD/GEN/00

Y DIV-A → [Signature]
Y DIV-B → [Signature]
Y DIV-C → [Signature]

CLASS CIRCULATION

Mn
2/7/18



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West), Mumbai, 400 064

2nd July 2018


NOTICE

Remedial Lectures


Students are hereby informed that the remedial lectures in the subject of Mathematics & Statistics, EVS and Business Communication will be conducted for students who have ATKT in these subjects.

Interested students can register their names with the following professors on or before 7th July, 2018:

- (i) Prof. Akshata Pawar - Mathematics & Statistics
- (ii) Prof. Tanvi Rao - Business Communication
- (iii) Prof. Shweta Ranade - EVS


Prof. Madhavi Nighoskar
Vice Principal




Dr. N.N. Pandey
Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, Malad (West), Mumbai, 400 064

2nd July 2018

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- (ii) Prof. Tanvi Rao - Business Communication
- (iii) Prof. Shweta Ranade - EVS

Prof. Madhavi Nighoskar
Vice Principal



Dr. N.N. Pandey
Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics

Sunder Nagar, S. V. Road, Malad (West), Mumbai – 400064

NOTICE

7th November 2017

Tutorial Schedule in the subject of Business Communication for F.Y.B.Com Semester II
Academic Year-2017-18

Sr. no.	Topics	From	To
1.	Group Discussion	4 th Dec. 2017	9 th Dec. 2017
2.	Group Discussion	11 th Dec. 2017	19 th Dec. 2017
3.	Interview	2 nd Jan 2018	6 th Jan 2018
4.	Interview	8 th Jan. 2018	13 th Jan. 2018
5.	Book Review (Presentations) (Language Lab)	15 th Jan 2018	20 th Jan 2018
6.	Book Review (Presentations) (Language Lab)	22 nd Jan	27 th Jan. 2018
7.	Report Writing (Language Lab)	29 th Jan. 2018	3 rd Feb. 2018
8.	Proposal Writing (Language Lab)	5 th Feb. 2018	10 th Feb. 2018
9.	Sales Letter (Language Lab)	12 th Feb. 2018	17 th Feb. 2018
10.	Summary Writing (Language Lab)	19 th Feb 2018	24 th Feb 2018
11.	Revision	26 th Feb. onwards	

Prof. Emelia Noronha
Prof. Bharti Tiwari
Prof. TanviRao

E. Noronha



N. N. Pandey

Dr. N. N. Pandey
Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics
Sunder Nagar, S. V. Road, Malad (West), Mumbai - 400064.

Date: 23rd January, 2018

NOTICE

The Department of Business Communication under the aegis of IQAC is organizing a conference on **'Youth and Wellness: Body, Mind and Spirit'** on **22nd February 2018** for the students.

The topics are displayed on the notice board.

- Registration of paper: 9th February, 2018
- Last date of submission of Research paper: 15th February, 2018
- The best research paper will be awarded.

Interested students should register their name with the following Professors:

Prof. Emelia Noronha
Prof. Bharti Tiwari
Prof. Tanvi Rao

HOD, Dept. of Business Communication



Dr. N. N. Pandey

Principal

DI/N -ACT/GEN /00

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**Prahladrai Dalmia Lions College of Commerce &
Economics**
Sunder Nagar, Malad (West)
Mumbai, 400 064.

4 Oct. 2017

NOTICE

The Department of Business Communication and Career Guidance Cell is organizing a **Guest lecture on 'Grooming'** with reference to communication by TiTLi Early Childhood Training Institute on 5th October, 2017.

Students are requested to assemble in the auditorium at 10:40 a.m.

Prof. Emelia Noronha

Prof. Kirti Sigtia



Dr. N.N. Pandey

Principal

DI/N-STD/Gen/00



**Prahladrai Dalmia Lions College of Commerce &
Economics**

Sunder Nagar, Malad (West)
Mumbai, 400 064.

4 Oct. 2017

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Dr. N.N. Pandey

Principal

DI/N-STD/Gen/00



Prahladrai Dalmia Lions College of Commerce & Economics

Sunder Nagar, Malad (W), Mumbai-400 064.
ISO 9001:2015 Certified

Lecture on Communication Skills

By the Department of Business Communication and Foundation Course

The Department of Business Communication and Foundation Course successfully organized an enlightening lecture on Communication Skills on 09th October 2019. It was conducted by Mr. Rajsagar, a renowned expert from the esteemed Ashray Association. The event aimed to provide students with a comprehensive understanding of both verbal and non-verbal communication, delving into the intricacies of effective communication techniques.

The lecture commenced with an engaging and interactive fun activity, setting a lively atmosphere for the students. This activity not only captivated the audience but also served as an icebreaker, fostering a conducive environment for learning and participation. Throughout the session, Mr. Rajsagar expertly delved into the various facets of communication, elucidating its significance and impact on personal and professional relationships. He shed light on the importance of verbal communication, emphasizing the role of effective speech, articulation, and active listening in conveying ideas and understanding others. Moreover, he emphasized the significance of non-verbal communication, highlighting the power of body language, facial expressions, and gestures in conveying emotions and intentions.

Overall, the lecture organized by the Department of Business Communication and Foundation Course, featuring Mr. Rajsagar from Ashray Association, proved to be a highly informative and impactful event. The attendees gained valuable knowledge and practical tools to improve their communication skills, which will undoubtedly benefit them in their academic pursuits and future professional endeavors.

Ms. Emelia Noronha

E. Noronha

Ms. Madhavi Nighoskar

MM Nighoskar



BAMane



Total 109 students attended
PRAHLADRAI DALMIA LIONS COLLEGE OF COMM. AND ECO.

Sunder Nagar, Malad (W), Mumbai-400 064.

Attendance Sheet for the year 2017-18 Class: FYBcom Date: 09/10/17.

Name of Activity: Lecture on 'Communication Skills' by Ashray Assoc.

Name of Subject / Association: Business Communication

Name of Teacher: Emelia N Signature of Teacher: [Signature]

Sr. No.	Roll No.	Name of student	Signature	Feedback : A = Good B = Satisfactory C = Unsatisfactory
1.	FYBcom ³⁵⁸	Chandrika Bhairot	[Signature]	A
2	386	Sanam Mawrya	[Signature]	A
3.	394	Melurasa Karishma	[Signature]	A
4	988	Anshu Kashaf	[Signature]	A
5.	962	Anisha Shetty	[Signature]	A
6.	987	Sana Shaikh	[Signature]	A
7.	979	Deepa Yudas	[Signature]	A
8.	930	Rajal Kargankar	[Signature]	A
9	986	Makresh Choudhary	[Signature]	A
10	994	Sayyed Fahat	[Signature]	A
11	989	Neha Suthani	[Signature]	A
12	982	Shaiikh Shifa	[Signature]	D.
13	959	Sheikh Shabbir	[Signature]	A
14	1014	Thakur Bohan	[Signature]	B
15	937	Sunil m. mane	[Signature]	A.
16	951	Vaibhavi Patel	[Signature]	B
17	901	Samir Alam	[Signature]	B
18	948	Bhank Patel	[Signature]	C
19	FYBcom 692-E	Sumit Shastri	[Signature]	A
20	557	Atul Singh	[Signature]	A
21	FYBcom 681	Neeeraj Shetty	[Signature]	A
22	977	Nilesh Yadav	[Signature]	A
23	199	SHOBHIT GUPTA	[Signature]	A
24	346	Advait Katar.	[Signature]	A





PRAHLADRAI DALMIA LIONS COLLEGE OF COMM. AND ECO.

Sunder Nagar, Malad (W), Mumbai-400 064.



Attendance Sheet for the year 2017-18 Class: EYBrom Date: 9/10/17

Name of Activity: Lecture on Comm Skills by Ashray Ass.

Name of Subject / Association: B.C.

Name of Teacher: Emelia N. Signature of Teacher: [Signature]

Sr. No.	Roll No.	Name of student	Signature	Feedback : A = Good B = Satisfactory C = Unsatisfactory
25	322	Shreya Kambli	[Signature]	C
26	367	Omkar Mahadek	[Signature]	B
27	924	Rahul Jhe	[Signature]	A
28	1003	Darshan yadav	[Signature]	A
29	946	Sahej Parmar	[Signature]	A
30	845	Rachana V.P. Vishwakarma	[Signature]	A A
31	843	Manmata Vishwakarma	[Signature]	A A
32	414	Shabbir Khan	[Signature]	A
33	380	Vivek.v. Mane	[Signature]	A
34	556	Pandav. Siddheshvare	[Signature]	A
35	541	Pereira. Alston	[Signature]	A
36	724	ABHISHEK SINGH	[Signature]	B
37	714	Tanur Shaivastava	[Signature]	A
38	153	Dubey Sajeed	[Signature]	B C
39	370	Darwood Mekendaj	[Signature]	A
40	11369	Allwin Megel @ 19	[Signature]	C
41	382	Rahul Mangain	[Signature]	C
42	333	Asif Khan	[Signature]	B
43	401	Raj Mehta	[Signature]	B
Total	43			C



[Signature]



PRAHLADRAI DALMIA LIONS COLLEGE OF COMM. AND ECO.

Sunder Nagar, Malad (W), Mumbai-400 064.

Attendance Sheet for the year 2017-18 Class: FY B Com Date: 09/10/17.

Name of Activity: Lecture on 'Comm. Skills' by Ashray Assoc.

Name of Subject / Association: Business Communication

Name of Teacher: Emelia N.

Signature of Teacher: [Signature]

Sr. No.	Roll No.	Name of student	Signature	Feedback : A = Good B = Satisfactory C = Unsatisfactory
1	G/1006	Mehul Chaudhary	<u>[Signature]</u>	B
2)	G/972	Rohit Tripathi	<u>[Signature]</u>	A
3)	G/907	Mayur Chauhan	<u>[Signature]</u>	A
4)	G/981	Jain Hitesh Kumar	<u>[Signature]</u>	A
5)	G/906	Chaudhary Raju	<u>[Signature]</u>	A
6.	G/991	Deepak Purohit	<u>[Signature]</u>	A
7)	B/283	Anshuli Jha	<u>[Signature]</u>	A
8)	B/259	Archan S. Gupta	<u>[Signature]</u>	A
9)	G/974	Tripti Vishwakarma	<u>[Signature]</u>	A
10	G/1000	Manasi Gupta	<u>[Signature]</u>	A
11	G/1011	Anjali Gupta	<u>[Signature]</u>	B
12	E/736	Shreeta Rane	<u>[Signature]</u>	A
13	E/632	Pooja Sawant	<u>[Signature]</u>	A
14	G/925	Shalini Jha	<u>[Signature]</u>	A
15)	E/663	Sarah Sheikh	<u>[Signature]</u>	B
16	E/662	Sheikh Samrin	<u>[Signature]</u>	A
17	E/735	Sadaya Khater	<u>[Signature]</u>	A
18	E/734	Anwelta Kushwaha	<u>[Signature]</u>	A
19	D/526	Punam Pramanik	<u>[Signature]</u>	A
20	D/464	Mousya Sneha	<u>[Signature]</u>	A
21	D/568	Padil munnayamma	<u>[Signature]</u>	A
22	D/475	Negi Pooja	<u>[Signature]</u>	A
23	D/499	Ragini Paswan	<u>[Signature]</u>	A
24	B/176	Ankita Gupte	<u>[Signature]</u>	P



[Signature]



PRAHLADRAI DALMIA LIONS COLLEGE OF COMM. AND ECO.

Sunder Nagar, Malad (W), Mumbai-400 064.

Attendance Sheet for the year 2017-18 Class: FYB/Com Date: 9/10/17

Name of Activity: Ashray ASSO.

Name of Subject / Association: D.C.

Name of Teacher: Emelia N.

Signature of Teacher: J. Nair

Sr. No.	Roll No.	Name of student	Signature	Feedback : A = Good B = Satisfactory C = Unsatisfactory
25	60-A	Mehul M. Bohara.	<u>M Bohara</u>	B
26	73-P	Mohan .u. choudhary	<u>mcs</u>	A
27	128-A	vivek .S.chandhary	<u>@chandhary</u>	A
28	470-D	Abubaker Jubari	<u>Abubaker</u>	A
29		Vipul Singh	<u>Vipul</u>	A
30	165-B	Dharmesh Gola	<u>Dharmesh</u>	A
31	332-C	Aspak Khan	<u>Aspak</u>	A
32	689-E	Snehal Sharma	<u>Snehal</u>	ED
33	842-f	Aishwarya Thatre	<u>Athatre</u>	A
34	869-F	Nisha Patil	<u>NPatil</u>	A
35	846-f	Chahak Jashmin	<u>Ch.</u>	B
36	616-E	Jit Rawal.	<u>Jit Rawal</u>	A
37	661-F	Shagufa Shaikh	<u>S. Shaikh</u>	A
38	969-G	Anshu Tiwari	<u>Anshu</u>	A
39	677-E	Pooja. Sharma	<u>Pooja</u>	A
40	640-E	Meha Satam	<u>M Satam</u>	A
41	301-C	Manda Joshi	<u>M Joshi</u>	A
42	602-E	Kinjal Rajput	<u>Kinjal</u>	A
43	660-E	Shaikh Shaabnam	<u>Shaikh</u>	A
Total	43			



Emelia

PRAHLADRAI DALMIA LIONS COLLEGE OF COMM. AND ECO.
Sunder Nagar, Malad (W), Mumbai-400 064.

Attendance Sheet for the year 2017-18 Class: FYB Com Date: 9/10/17

Name of Activity: Comm skills by Ashray ASS.

Name of Subject / Association: B. C.

Name of Teacher: Emelia N.

Signature of Teacher: [Signature]

Sr. No.	Roll No.	Name of student	Signature	Feedback : A = Good B = Satisfactory C = Unsatisfactory
1	506	Pooja Panihars	[Signature]	Good
2	709	Tejashwi Shinde	[Signature]	Good
3	SyB.com 575-D	Ruchika Raj purolith	[Signature]	Good
4	SyB.com 386-C	Sakshi mandot	[Signature]	Good
5	Sy. B. com 613-E	Umesh Rathod	[Signature]	Satisfactory
6	Sy BCOM 80-A	Dofy chetliar	[Signature]	Good
7	Sy-B.COM 357-C	Dishanth kotian	[Signature]	Satisfactory
8	Sy-B.COM 321-C	Aamir kapadia	[Signature]	Satisfactory
9	SyB.COM 663-E	Shaikh Mohd Umair	[Signature]	Good
10	SyB.COM 664-E	Shaikh Wasim	[Signature]	Good
11	SyB.com 478-D	Manish Panavix	[Signature]	Good
12	SyB.com 641-E	Azharuddin Sayed	[Signature]	Good.
13	SyB.COM 707-E	Vishaj Srinny	[Signature]	Good.
14	SyB.com 619-E	Sakshal Rawal	[Signature]	Good.
15	SyB.com 694-E	Jash Sharma	[Signature]	Good.
16	SyB.com 673-E	Keshav Sharma	[Signature]	Good.
17	SyB.com 642-E	Elwin Sere	[Signature]	Good.
18	SyB.com 356-C	Rahul. Kothari	[Signature]	Very. Good.
19	SyB.com 374-C	Hitesh Lodha.	[Signature]	Very. Good.
20	SyB.com 574-D	Manesh Rajpurhit	[Signature]	Excellent
21	674-E	Mahima Sharma.	[Signature]	Very Good.
22	SyB.com 400-C	Mehta Kinjal	[Signature]	very good.
23	SyB.com 416-C	Mishra Rohit	[Signature]	Very good



[Signature]



Prahladrai Dalmia Lions College of Commerce & Economics

Ref. No.: POC/721

Date: 07 OCT 2017

To,

MR. RAJ SAGAR BHATIA..

Sub: Invitation as a Guest Speaker on the topic 'Communication Skills'.

Respected Sir,

Ours is a 44 yr old premier Institution in the western suburbs of Mumbai. We would like to invite you as the **Guest Speaker on the topic 'Communication Skills'** at the P.D.Lions College on 9th October, 2017 organized by Department of Business Communication under aegis of IQAC.

We will be highly obliged if you send your consent as soon as possible.

Thank You,

Yours truly,

Dr. N. N. Pandey
Principal.





Prahladrai Dalmia Lions College of Commerce & Economics

Ref. No.: POC/722

Date: 07 OCT 2017

To

MR. RAJ SAGAR BHATIA.

Sub: Thank you for accepting our invitation as a Guest Speaker on the topic 'Communication Skills'

Respected Sir,

We greatly appreciate that you accepted our invitation and consented to be the Guest Speaker on the topic 'Communication Skills' at the P.D.Lions College on 9th October, 2017 organized by Department of Business Communication under aegis of IQAC.

Thank You,

Yours truly,

Dr. N. N. Pandey
Principal.



