



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

Unaided- Private, Linguistic Minority (Sindhi) Institute

Approved by A.I.C.T.E. Certified under ISO 9001:2015

Dr. B. H. Nanwani
Director

Affiliated to Savitribai Phule Pune University, NAAC Accredited with “B+” Grade

Institute Codes: SPPU: IMMPO16030, D.T.E.: 6614, AISHE: C-44578, AICTE: 1-21641511

INDEX

CRITERION – I

KEY INDICATOR	1.2 Academic Flexibility
METRIC NO.	1.2.1: Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc.

Index

Sr.No.	Particulars	Page No
1.	Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	
	Academic Year: 2021-2022	02-53

Certificate Courses Conducted

Academic Year: 2021-2022


Sr. No.	Title of the Certificate Course
	A. Certificate Courses Conducted under the aegis of SPPU:
1	IT Skills for Managers - (SVIMS)
2	The Basics of Content Writing - (SVIMS)
3	Understanding Gender Equity - (SVIMS)
4	Fundamentals of Stock Market and Online Trading - (SVIMS)
5	Spirituality for Leadership, Employee Wellbeing and Organizational Excellence - I - (SVIMS)
6	Spirituality for Leadership, Employee Wellbeing, and Organizational Excellence – II - (SVIMS)
	B) Courses Conducted with knowledge Partners:
7	Tally Prime and Advanced Excel - (Disha Computer Institute)
8	Entrepreneurship (In Association with Maharashtra Centre for Entrepreneurship Development -(MCED)
9	Project Based Training on Data Analytics (ERP,BI, and AI) - (Lagozon EduTech Pvt. Ltd)
10	Employability Skills Development Training Programme - (Naandi By Mahindra Pride Classroom)
B	MOOCs - SWAYAM and Others
11	Financial Markets - (Coursera)
12	Tally.ERP9 with GST(Incl. Tally Prime)Tally Authorized Faculty - (Udemy)
13	Financial Management a Complete Study for CA/CMA/CS/CFA/ACCA - (Udemy)
14	The Human Resources Certification Program (HRCI - PHR/SPHR) - (Udemy)
15	SAP FICO (Financial Accounting & Management Accounting) -(Udemy)
16	Financial Modeling and Valuation course - (Udemy)
17	Complete 2-in-1 Python for Business and Finance Bootcamp -(Udemy)
18	Digital Marketing: The ultimate guide to strategic Marketing - (Udemy)
19	Become a Corporate Financial Planning Analyst (LinkedIn Learning)
20	The fundamentals of Digital Marketing - (Google Digital Garage)
21	The Fundamentals of Digital Marketing - (Google digital Unlocked)
22	Certified GST Practitioner - (Henry Harvin Education)
23	Diploma in Data Science- (Borgward Technology India Pvt.Ltd.)
24	Certificate Course in Financial Accounting -(Disha Computer Institute)

Notices and Course Modules with Course Outcomes

A) Certificate Courses Conducted under the aegis of SPPU

1. IT Skills for Managers - (SVIMS)

a. Notice

**SVIMS**
Sadhur Vaswani Institute
of Management Studies
PUNE AND AHMEDABAD

Dr. B. H. Nanwani
Director

**SADHU VASWANI INSTITUTE OF
MANAGEMENT STUDIES FOR GIRLS**
6, Koregaon Road, Pune - 411001. Ph. 020-26054471/91 Fax: 020-26054481
Approved by A.I.C.T.E. (Unaided- Private), Affiliated to S. P. Pune University
Website: www.svims-pune.edu.in Email: director@svims-pune.edu.in
Certified by ISO 9001:2015, SPPU Code: IMMIP016030 D.T.E. Institute Code: 6614

Notice
Certificate Course Announcement


13th May 2022


The Institute is offering SPPU approved Certificate Course titled, IT Skills for Managers


Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 13th May 2022 to 30th May 2022
Course Commencement: 1st June 2022
Minimum Attendance: 75%
Expert: Dr. Abhijeet Kaiwade, Faculty SVIMS
Course Coordinator: Dr. Abhijeet Kaiwade, Faculty SVIMS

Please Note:

1. This course is available for MBA-Part I and II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.


Ms. Vaishali Patil
(Certificate Courses Coordinator)




Dr. B.H. Nanwani
Director
DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
PUNE AND AHMEDABAD

b. Course Module

Course Outcomes:

- 1.CO1 Understand the concepts related to Computer
- 2.CO2 Demonstrate the practical, skills and functions of Ms office
- 3.CO3 Analyze daily transaction effectively by using application of MS office to diagnose and solve daily problems and develop optimal managerial decisions using excel & power point.
- 4.CO4 learn emerging technologies & upgrade their technical skills, to improve their personal computer skills – Banking, UPI .

DURATION: 30 Hours. (Theory: 12 hrs + Practical: 15 hrs. + Tutorial: 03 hrs.)

1. Knowing computer: What is Computer, Basic Applications of Computer; Components of Computer System, Central Processing Unit (CPU), VDU, Keyboard and Mouse, Other input/output Devices, Computer Memory, Concepts of Hardware and Software; Concept of Computing, Data and Information; Applications of IECT; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply. [3]
2. Operating Computer using GUI Based Operating System: What is an Operating System; Basics of Popular Operating Systems; The User Interface, Using Mouse; Using right Button of the Mouse and Moving Icons on the screen, Use of Common Icons, Status Bar, Using Menu and Menu-selection, Running an Application, Viewing of File, Folders and Directories, Creating and Renaming of files and folders, Opening and closing of different Windows; Using help; Creating Short cuts, Basics of O.S Setup; Common utilities. [3]
3. Understanding Word Processing: Word Processing Basics; Opening and Closing of documents; Text creation and Manipulation; Formatting of text; Table handling; Spell check, language setting and thesaurus; Printing of word document. [3]
4. Using Spread Sheet: Basics of Spreadsheet; Manipulation of cells; Formulas and Functions; Editing of Spread Sheet, printing of Spread Sheet. [3]
5. Introduction to Internet, WWW and Web Browsers: Basic of Computer networks; LAN, WAN; Concept of Internet; Applications of Internet; connecting to internet; What is ISP; Knowing the Internet; Basics of internet connectivity related troubleshooting, World Wide Web; Web Browsing softwares, Search Engines; Understanding URL; Domain name; IP Address; Using e-governance website [3]
6. Communications and collaboration: Basics of electronic mail; Getting an email account; Sending and receiving emails; Accessing sent emails; Using Emails; Document collaboration; Instant Messaging; Netiquettes, opening social media-posting, editing post, deleting post, promoting post. [3]

7. Making Small Presentation: Basics of presentation software; Creating Presentation; Preparation and Presentation of Slides; Slide Show; Taking printouts of presentation / handouts. [3]

8. Financial Literacy for Banking Scheme and Applications: Why savings are needed, Banking products-ATM card, Banking Instruments-Cheque, Demand Draft (DD), Banking Services Delivery Channels, Know Your Customer (KYC), Opening of bank account online, Bank's services including remittances, loan, mobile banking, Overdraft, Pension etc., password security and ATM withdrawal, Insurance [6]

9. UPI- understanding the concept, setting account, payments, bill pay, accepting the payment, does and don'ts. [3]

Books:

1. Ata Elahi, Southern Connecticut State University, New Haven, CT, USA, 2018, Computer Systems: Digital Design, Fundamentals of Computer Architecture and Assembly, published by Springer Nature

2. Peter Weverka, 2019, Office 2019 All-in-One For Dummies, Published by: John Wiley & Sons, Inc

3. Hana S. Noor Al-Deen, John Allen Hendricks, 2018, Social Media - Usage and Impact, published by Lexington Books


4. Paolo Tasca, Tomaso Aste, Lorian Pelizzon, Nicolas Perony, 2019, Banking Beyond Banks and Money A Guide to Banking Services in the Twenty-First Century, Springer International Publishing Switzerland

c. Outcome of the Course

- Employability Skill Enhancement

2. The Basics of Content Writing - (SVIMS)

a. Notice



SVIMS
Sadhur Vaswani Institute
of Management Studies
PUNE AND BANGALORE

Dr. B. H. Nanwani
Director

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

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Certified by ISO 9001:2015, SPPU Code: IMMPO16030 D.T.E. Institute Code: 6614

Notice

Certificate Course Announcement


15th May 2022

The Institute is offering SPPU approved Certificate Course titled, The Basics of Content Writing


Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 15th May 2022 to 30th May 2022
Course Commencement: 1st June 2022
Minimum Attendance: 75%
Expert:
Course Coordinator: Ms. Harshali Bhalerao, Faculty SVIMS

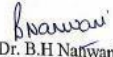
Please Note:

1. This course is available for MBA-Part I and II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.



Ms. Vaishali Patil
(Certificate Courses Coordinator)





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Director, NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411001

b. Course Module

Course outcomes:

1. Develop interest in Content writing and explore content writing as a career option whether, primary or secondary
2. Skill themselves two basic types of Content creation: Social-media and for Businesses and be able to create engaging content for Brand building
3. Explore and unleash the ability to express their thoughts through the power of words and visuals
4. Assess one's content writing skills through output-based variables

Unit I: Building the foundation

07 hours

What is content writing-sources of ideas for content writing-types of content writing-framework for content writing-building a blueprint for writing content-challenges in content writing-how to overcome the challenges-why choose content writing as a career-skills required for content writing

Unit II: Content creation for Social media

14 hours

Introduction to blog writing-how to write blogs-discussion on examples of engaging and interesting blogs written-construction of blogs-writing blogs for various social media platforms-demo and creation of blogs-Corporate blogs- Customisation of posts for every social media platform-know-how and specifics of writing content on Facebook, LinkedIn, Instagram and Twitter-creating content for each of the social media platforms-distribution of content across various channels

Unit III: Content creation for Businesses/Corporates

09 hours


Digital content formats for Corporate-Creation of content for Press releases-Infographics to introduce the organization-creation of profiles for key people in organisations-creation of small videos to engage your customers-Content creation for brand engagement-email writing for specific occasions-writing engaging letters for Employer branding

c. Outcome of the Course

- Employability Skill Enhancement

3. Understanding Gender Equity - (SVIMS)

a. Notice



SVIMS
Sadhva Vaswani Institute
of Management Studies
WISDOM AND SERVICE

Dr. B. H. Nanwani
Director

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

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Notice

Certificate Course Announcement


25th February 2022

The Institute is offering SPPU approved Certificate Course titled, Understanding Gender Equity


Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 25th February 2022 to 10th March 2022
Course Commencement: 17th March 2022
Minimum Attendance: 75%
Expert: Ms. Viddulata Gawade , Director Vivant Holistic Skill Development Center
Course Coordinator: Ms. Vaishali Patil, Faculty SVIMS

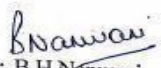
Please Note:

1. This course is available for MBA-Part I and II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.



Ms. Vaishali Patil
(Certificate Courses Coordinator)





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6, KOREGAON ROAD, PUNE-411 001

b. Course Module

Course Outcome

CO1- REMEMBER – the concepts related to gender.

CO2- UNDERSTAND – the gender and workplace bias; understanding PoSH process.

CO3- APPLY – the participants should be able to apply the learning in their real life and workplace to bridge the gaps.

CO4- ANALYZE – Analyze the case studies on gender policies in Barclays, Tata Motors, Coca Cola, etc.

CO5- EVALUATE – Assess the implementation of PoSH in services sector.

CO6- CREATE – Plan and execute a seminar on Gender Equity

Unit 1. Introduction- Concepts- gender, gender parity, gender equality and gender equity. Understanding gender from the perspective of history, mythology, geography, politics, economics, culture and society. (4+3+1) hours

Unit 2. Workplace and Gender- Define workplace, gender bias, HR policies demarcating gender bias - gendered job roles, pay gap, opportunity and promotion. Case discussions. (3+1+1) hours

Unit 3. Legal Framework To Eliminate Workplace Harassment- what is workplace harassment? Prevention of Sexual Harassment- Legal framework, PoSH committee formation, procedures and case examples. (3+2) hours

Unit 4. International Movements For Gender Equity: Discussions of various movements lead by organizations, women, men and others. (3+2+2) hours

Unit 5. Practical – Organize a seminar on Gender Equity to enhance the understanding of industrial, governmental and NGO perspective on the gender equity. (0+5) hours

Books:

1. Guidelines for textbook review and analysis from a gender perspective, Ministry of Education and Training (MOET), UNESCO, <https://docs.iiep.unesco.org/peic/2748.pdf>
2. The International Handbook of Gender and Poverty: Concepts, Research, Policy, by Sylvia Chant (Editor), Edward Elgar Publishing Ltd, 2010.
3. SDG5 - Gender Equality and Empowerment of Women and Girls by Umesh Chandra Pandey; Chhabi Kumar, 2020
4. Gender issues and international legal standards: contemporary perspectives by A. Di Stefano (ed.), 2010 Catania, Italy : Ed.It
5. Women, development and the UN : a sixty-year quest for equality and justice, Jain, Devaki, Bloomington, IN : Indiana University Press, 2005
6. The Sexual Harassment Of Women At Workplace (Prevention, Prohibition And Redressal) ACT, 2013, GOI, <https://legislative.gov.in/sites/default/files/A2013-14.pdf>

Reference List:


1. Promoting gender equality through textbooks: a methodological guide, Carole Brugeilles and Sylvie Cromer, 2009
https://www.researchgate.net/publication/44838920_Promoting_gender_equality_through_textbooks_a_methodolo
2. The United Nations and the advancement of women, 1945-1996, UN. Department of Public Information, New York (NY): UN - United Nations, 1996
3. UN Women annual report, by UN-Women, New York : UN,
4. Towards gender equity in development, Anderson, Siwan; Beaman, Lori A.; Platteau, J.P. (Jean-Philippe) 1947-; World Institute for Development Economics Research, Oxford, England; New York : Oxford University Press, 2018
5. Gender and jobs : sex segregation of occupations in the world, Anker, Richard, International Labour Office, Geneva : International Labour Office, 1998.
6. India's POSH Act 2013: Sexual Harassment of Women at Workplace, POSH Act, 2013, <https://muds.co.in/posh-act-2013-sexual-harassment-women-workplace/>
7. Case study: Flexible work reduces the gender pay gap and saves money, Flexible work is proven to be good for budgets and good for building fair workplaces, <https://www.vic.gov.au/case-study-flexible-work-reduces-gender-pay-gap-and-saves-money>
8. Case study: Gender equality targets to lift women's leadership, <https://www.vic.gov.au/case-study-gender-equality-targets-lift-womens-leadership>

c. Outcome of the Course

- Employability Skill Enhancement

4. Fundamentals of Stock Market and Online Trading - (SVIMS)

a. Notice



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Notice
Certificate Course Announcement


12th May 2022

The Institute is offering SPPU approved Certificate Course titled, Fundamentals of Stock Market and Online Trading


Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 12th May 2022 to 30th May 2022
Course Commencement: 1st June 2022
Minimum Attendance: 75%
Expert:
Course Coordinator: Ms. Vaishali Patil, Faculty SVIMS

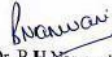
Please Note:

1. This course is available for MBA-Part I and II Finance Specialization students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.



Ms. Vaishali Patil
(Certificate Courses Coordinator)





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6, KOREGAON ROAD, PUNE-411 001

b. Course Module

Course Outcomes:

1. **Co1: Remembering:** Recall the key concepts in Security Market.
2. **Co 2: Understanding** - Explain in detail functions and role of SEBI, stock exchange.
3. **Co.3: Analyzing:** Analyze fundamental and technical analysis of online trading and to know how to do online trading of financial securities/Assets.
4. **CO4: Evaluating:** Evaluate performance of various securities in the market.
5. **Co 5: Creating:** Create online portfolio

Unit 1: Introduction to SEBI and Indian Securities Market. (10 Hrs.)

- SEBI – Securities and Exchange Board of India
- Structure of SEBI, Functions of SEBI
- Role of SEBI
- Authority and Power of SEBI.
- Key indicators of securities market
- Rights of a Shareholder
- SEBI's recent Investor Protection measures
- Stock exchanges in India: Vision, Mission and Functions
- Meaning of securities Types of securities

Unit 2: Trading Online (6+2 Hrs.)

- Pre requirements and documentation
- online trading and mobile applications
- KYC Procedure (Opening of Trading and Demat Account)
- Precautions to be taken while online trading
 - Fundamentals and technical analysis (online trading)


Unit 3: Profit Management: (8+4 Hrs.)

- Create online portfolios (Minimum 3)
- Prepare profit and loss statement on the basis of portfolio/online trading
- **Reference List:**
 1. Indian Financial Services, M Y Khan
 2. Marketing of Financial Services, Dr D Guruswamy
 3. Financial Services In India, Avadhani, V.A.
 4. Risk and Insurance Concepts , P Perriasamy, M Veerasevalam
 5. Financial services of India, Dr. D Guruswamy
 6. Capital Markets & Financial Services, Anil Agashe

c. Outcome of the Course:• Employability Skill Enhancement

5. Spirituality for Leadership, Employee Wellbeing and Organizational Excellence - I (SVIMS)

a. Notice

**SVIMS**
Sadhur Vaswani Institute
of Management Studies
for Girls

Dr. B. H. Nanwani
Director

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Notice
Certificate Course Announcement


28th October 2021


The Institute is offering SPPU approved Certificate Course titled, Spirituality for Leadership, Employee Wellbeing, and Organizational Excellence – I

Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 28th October 2021 to 10th October 2021
Course Commencement: 13th November, 2021
Minimum Attendance: 75%
Expert: Dr. B.H.Nanwani , Director SVIMS
Course Coordinator: Ms. Vaishali Patil, Faculty SVIMS
Please Note:

1. This course is available for MBA-Part II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.


Ms. Vaishali Patil
(Certificate Courses Coordinator)




Dr. B.H. Nanwani
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001

b. Course Module

Certificate Course: Spirituality for Leadership, Employee Wellbeing and Organizational Excellence [I]

[30 hours; 2 Credits]

Course Learning Outcomes:

1. Students will be exposed to application of spirituality and integrating it to various spheres of management activities and practice.
2. Use spiritual practices to build personal mastery and excellence in organisations

Facilitating the achievement of course learning outcomes

1. Understanding of spirituality at workplace- Seminar, discussions and cases Case analysis
2. Able to understand the various organizational theories and design in the context of spirituality at workplace for creating inclusive organizations- Cases and small group discussions Case analysis
- 3 Understand the linkage between spirituality and creativity - Cases and small group discussions Case analysis and assignment
- 4 To expose the students to the tools and techniques of developing Spiritual Excellence Model - Discussions
- 5 Discourses explaining tools and techniques for achieving personal mastery through spiritual practices, exercises and reflection

Syllabus

Unit I: Spirituality – perceptions and definitions, Workplace spirituality, Different approaches to understand spirituality at workplace, Spirituality as a solution to the rising Greed and malaise of modern organizations; Spirituality and organizational performance, Overview of models of organizational transformation, spirituality and organizational transformation, Role of Emotions in organizational transformation, Intrinsic motivation and spirituality, creating an inclusive organization through spirituality [10]

Unit II: Overview of Different Business Excellence Models, Spiritual excellence model for employee wellbeing and organizational excellence; Personal mastery for managerial excellence, Spirituality and innovation, mind sciences for creativity, Concept of energy at workplace and creating energy at workplace, Energy based organizational culture. [10]

Unit III: Personal Mastery and Excellence [Discourses + Reflection+ Exercises +Affirmations]

Discourses by Rev. Dada J P Vaswani

1. Be in the Driver's Seat
2. Burn Anger Before Anger Burns You
3. How to Deal with Problems/Challenges
4. Keep your Thoughts Right
5. Kill Fear Before Fear Kills You
6. Positive Thinking
7. Stress Management
8. The Magic of Forgiveness [10]

Suggested Readings: 1. Sengupta, S.S. (2018). *Compendium on Integrating Spirituality and Organizational Leadership*, (2nded.). New Delhi: New Delhi Publishers.

2. Conger, J.A. (1994). *Spirit at work: Discovering the spirituality in leadership*. San Francisco: Jossey-Bass. Faculty of Management Studies, University of Delhi 83

3. Fairholm, G.W. (1997). *Capturing the heart of leadership: Spirituality and community in the new American workplace*. Westport, CT: Praeger.

4. Fry, L.W. (2005). Toward a paradigm of spiritual leadership. *The Leadership Quarterly*, 16(5), 619-7221.

5. Giacalone, R.A., & Jurkiewicz, C.L. (2003). *Handbook of workplace spirituality and organizational performance*. New York: M.E. Sharpe.

6. Miller, D.W. (2006). *God at work: The history and promise of the faith at work movement*. New York: Oxford University Press.


7. Books authored by Rev. Dada J P Vaswani on topics of Unit III

c. Outcome of the Course

- Employability Skill Enhancement

**6.Spirituality for Leadership, Employee Wellbeing, and Organizational Excellence – II
- (SVIMS)**

a. Notice



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6, Koregaon Road, Pune – 411001. Ph: 020-2605-4471/91 Fax: 020-2605-4481
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Dr. B. H. Nanwani
Director

Notice
Certificate Course Announcement


15th April 2022


The Institute is offering SPPU approved Certificate Course titled, Spirituality for Leadership, Employee Wellbeing, and Organizational Excellence – II

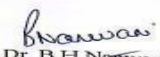
Details:
Course Duration: 30 Hours
Fees: Free
Important Dates:
Registration for the Course: 15th April 2022 to 30th April 2022
Course Commencement: 2nd May 2022
Minimum Attendance: 75%
Expert: Dr. B.H.Nanwani , Director SVIMS
Course Coordinator: Ms. Vaishali Patil, Faculty SVIMS

Please Note:

1. This course is available for MBA-Part II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.


Ms. Vaishali Patil
(Certificate Courses Coordinator)




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6, KOREGAON ROAD, PUNE-411001

b. Course Module

Course Outcomes:

1. To expose students to spiritual leadership for creating an environment of faith, love and meaningful co -existence in the organisation
2. To expose the students how to create a culture of inspiration and aspiration at workplace for employee engagement.
3. To help students understand Spiritual Leadership and its role in Organizational Transformation and Development.
5. To help students analyse how workplace spirituality can bring about sustainable development
6. Discourses explaining tools and techniques for achieving personal mastery through spiritual practices, exercises and reflection

Unit I: Introduction to history of leadership, Charismatic leadership, Transformational leadership, Authentic leadership, Servant leadership, Spiritual leadership, Integral leadership styles, Level 5 Integral Leadership Styles. Theories of spiritual leadership through vision, hope faith, and altruistic love. [10]

Unit II: SDGs, Spiritual dimension of sustainable development, Spirituality for creating inclusive societies, Green consciousness, Sustainable living; value based social engagement by business. [Concepts and Case Studies] [10]

Unit III: Personal Mastery and Excellence [Discourses + Reflection+ Exercises +Affirmations] [10]

Discourses by Rev. Dada J P Vaswani

1. Cultivation of Mind, Body and Soul-I
2. Cultivation of Mind, Body and Soul-II
3. How to Be a True Friend
4. Seven Commandments of the Bhagwad Gita
5. The Way of Service
6. Therapy of Thanksgiving
7. World's Greatest Need - Love in Action

Suggested Readings:

1. Sengupta, S.S. (2018). Compendium on Integrating Spirituality and Organizational Leadership, (2nded.). New Delhi: New Delhi Publishers.
2. Conger, J.A. (1994). Spirit at work: Discovering the spirituality in leadership. San Francisco: Jossey-Bass. Faculty of Management Studies, University of Delhi 83
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4. Fry, L.W. (2005). Toward a paradigm of spiritual leadership. *The Leadership Quarterly*, 16(5), 619-7221.


5. Giacalone, R.A., & Jurkiewicz, C.L. (2003). *Handbook of workplace spirituality and organizational performance*. New York: M.E. Sharpe

c. Outcome of the Course

- Employability Skill Enhancement

7.Tally Prime and Advanced Excel - (Disha Computer Institute)

a. Notice



SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, Koregaon Road, Pune – 411001. Ph. 020-26054471/91 Fax: 020-26054481
Approved by A.I.C.T.E. (Unaided- Private), Affiliated to S. P. Pune University
Website: www.svims-pune.edu.in Email: director@svims-pune.edu.in
Certified by ISO 9001:2015. SPPU Code: IMMP016030 D.T.E. Institute Code: 6614


Notice
Certificate Course Announcement
15th April 2022

The Institute is offering a Certificate Course titled, Tally Prime and Advanced Excel - (Disha Computer Institute)

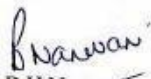
Details:
Course Duration: 60 Hours
Fees: Rs.1200/-
Important Dates:
Registration for the Course: 15th April 2022 to 28th April 2022
Course Commencement: 30th May 2022
Minimum Attendance: 75%
Expert: Mr. Ajinkya Bhawe , Trainer , Disha Trust
Course Coordinator: Ms. Vaishali Patil

Please Note:


1. This course is available for MBA-Part I & II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.



Ms. Vaishali Patil
(Certificate Courses Coordinator)



Dr. B.H. Nanwani
Director
DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411001



b. Course Module



TALLY ERP 9

**हा दोन महिन्यात
जॉब रेडी**

INTRODUCTION

- What Is The Use Of Tally?
- Tally Versions?
- What Is Accounting?
- Debit & Credit, Cash Transaction
- Credit Transaction, Narration,
- Sundry Debtors, Sundry Creditors
- Capital, Drawings, Assets, Liabilities,
- Types of Accounts (Personal, Real and Nominal)
- Golden Rules of Accounts

ACCOUNTING MASTERS

- Accounts Info, Groups Creation
- Ledgers Account Creation
- Cost Centers Creation
- Voucher Types Creation
- Accounting Voucher Entries
- Accounting Features
- General Accounts & Inventories
- Income/Expense Statements
- Profit Loss Statements
- Allow Multi Currency, Maintain Cost Centers
- Use Reversing Journals & Optional Vouchers
- Enable Cheque Printing
- Allow Zero Valued Entries

PAYROLL

- Company Features
- Statutory & Taxation
- Enable Payroll Statutory
- Set/Alter Payroll Statutory Details
- Payroll Info Creation
- Employee Groups Creation
- Employees Creation
- Units (Work) Creation
- Attendance / Production Types Creation
- Pay Heads Creation
- Salary Details Creation
- Payroll Voucher Entries
- Attendance Details, Payroll Report, Statement of Payroll
- Pay Slips-Single, Multi, and E-mail Id's
- Pay Sheet, Payroll Statement
- Payment Advice, Payroll Register
- Employee Profile – All, Single, and Group
- Attendance Sheet, Attendance Register
- Statutory Reports

INVENTORY MASTERS

- Inventory Info, Stock Groups Creation
- Unit of Measure Creation
- Stock Items Creation
- Inventory Voucher Entries
- Receipt Note, Delivery Note
- Inventory Features
- Allow Purchase/Sale Order Processing
- Track Additional Cost of Purchase
- Use Tracking Numbers (Delivery/Receipt Notes)

An ISO 9001:2015 Certified
DiSHA®
COMPUTER INSTITUTE
Experts In Computer Training

Curriculum -Advance Excel

Create statements according to the function.

Working with the web and external data

Formatting numbers

Working with charts

Data management

Data analysis tools

What- if data analysis

Working with list

Workgroup collaborations

Customizing excel

Print settings


Special operation

c. Outcome of the Course

- Employability Skill Enhancement

8. Entrepreneurship (In Association with Maharashtra Centre for Entrepreneurship Development (MCED))

b. Notice



SVIMS
Sadhur Vaswani Institute
of Management Studies
REGULATED AND AIDED

SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS

6, Koregaon Road, Pune – 411001. Ph. 020-26054471-91 Fax: 020-26054481
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Website: www.svims-pune.edu.in Email: director@svims-pune.edu.in
Certified by ISO 9001:2015. SPPU Code: IMMP016030 D.T.E. Institute Code: 6614

Notice

Certificate Course Announcement


15th April 2022

The Institute is offering a Certificate Course titled, **Entrepreneurship (In Association with Maharashtra Centre for Entrepreneurship Development -(MCED))**


Details:
Course Duration: 30 Hours
Fees:
Important Dates:
Registration for the Course: 15th April 2022 to 22nd April 2022
Course Commencement: 29th April 2022
Minimum Attendance: 75%
Expert: Mr. Shashikant Kumbhar
Course Coordinator: Dr. Abhijeet Kaiwade

Please Note:

1. This course is available for MBA-Part I & II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.




Ms. Vaishali Patil
(Certificate Courses Coordinator)



DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
KOREGAON ROAD, PUNE-411001


b. Course Module



महाराष्ट्र उद्योजक
MCED

**MAHARASHTRA CENTRE FOR
ENTREPRENEURSHIP DEVELOPMENT (MCED)**

An ISO 9001-2015 Certified Organization
As Autonomous society working under Directorate of Industries Government of Maharashtra



Maharashtra Centre for Entrepreneurship Development (MCED)

Organised

Entrepreneurship Awareness Program (EAP)
In collaboration with SVIMS, Pune for Girls MBA Part I & II
Duration 6 Days (3+3)

Day	Event	Activities / Session
1 st	Inauguration, introduction, program outline. Role of MCED and activities of MCED	
	Entrepreneurship as a career choice.	
	Entrepreneurial Traits.	
	Experience Sharing as successful women entrepreneur.	
	Whom to contact for what.	
	Role of DIC and schemes of Financial assistance.	
2 nd	Role of MSKVIB and schemes of Financial assistance.	
	Role of Lead Bank,	
	Role of Nationalized Banks, Schedule Banks.	
	Schemes of Financial assistance.	
	Business Opportunity Guidance (BOG).	
	Business Opportunity Search & Scanning (BOSS).	
3 rd	Various business opportunities.	
	Project Identification.	
	Product selection	
	Steps for starting Micro, Small and Medium Enterprise (MSME)	
	How to set up Small Scale Industry (SSI).	
	Entrepreneurial Personality Development.	
4 th	Personality Grooming.	
	Communication Skill.	
	Concept of Marketing.	
	Market Survey.	
	Market Research.	
	Marketing Management.	

HEAD OFFICE:- A-38, M.I.D.C., AREA, NEAR RAILWAY STATION, POST BOX NO. 546, AURANGABAD – 431 005. (M.S.)
PHONE: (020) 2332587, 2332563, 8275093218
Portal: www.mced.co.in
Email: executivedirectormced2@gmail.com, coordinationmced02@gmail.com, homced2@gmail.com

5 th	Risk Analysis.	
	Preliminary Project Report (PPR)	
	Preparation of Business Plan.	
	Preparation of Preliminary Project Report.	
	Procedures and Formalities to be completed.	
	License, GST, etc.	
6 th	Documents.	
	Legal procedures	
	Online application under PMEGP.	
	Online application under CMEGP.	
	Loan application under PMEGP, CMEGP and other schemes.	
	Submission of Preliminary Project Report (PPR).	
6 th	Presentation of 3 Sample Preliminary Project Reports (PPR) by students.	Feed Back.
		Parents, Students, Teachers Meet.
		Sharing of views.
		Presentation of representatives from
		1 Student.
		1 Parent.
		1 Teacher.
		Certificate Distribution.
		Valedictory.


Shashikant Kumbhar
Sr. Project Officer
MCED, Pune



HEAD OFFICE:- A-38, M.I.D.C., AREA, NEAR RAILWAY STATION, POST BOX NO. 546, AURANGABAD – 431 005. (M.S.)

PHONE: (020) 2332587, 2332563, 8275093218

Portal: www.mced.co.in


Email: executivedirectormced2@gmail.com, coordinationmced02@gmail.com, homced2@gmail.com

c. Outcome of the Course

- Employability Skill Enhancement

9 .Project-Based Training on Data Analytics (ERP, BI, and AI) (Lagozon EduTech Pvt. Ltd)

a. Notice



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Dr. B. H. Nanwani
Director

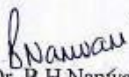
Notice
Certificate Course Announcement
1st July 2021


This is inform to MBA part I and II year students that Lagozon EduTech Pvt. Ltd are offering various courses related to Marketing, Finance and Human Resource Management specialization.

These courses will add value and enhance your knowledge. Students are requested to visit the website to enroll for the courses of interest.

After enrolling, the students should give their names along with the name of the course enrolled to Ms Vaishali Patil


Ms. Vaishali Patil
(Certificate Courses Coordinator)


Dr. B.H Nanwani
Director
DR. B. H. NANWANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411001



TOC
of
“Power BI”

Content

1. Introduction to Power BI

- What is Power BI
 1. Power BI Desktop
 2. Power BI Service
- Power BI - Building Blocks
 1. Datasets
 2. Visualizations
 3. Tiles
 4. Reports
 5. Dashboards
- Why Power BI
- Licensing in Power BI
- Power BI Other Component
 1. Power BI Mobile App
 2. On-Premises Gateway
 3. Power BI Report Server
 4. Power BI Embedded
- Power BI Desktop Installation

2. Import Data into Power BI

- Data Sources
- Import data into Power BI from Excel

3. Explore Power BI Desktop

- Explore Power BI Desktop
- Ribbon
- View
- Filter
- Visualization
- Fields
- Create a visual
- Exercise

4. Building Report in Power BI

- Import Data
- Model
- Manage Relationship
- Design a Dashboard
- Exercise

5. Explore Visualization in Power BI

- Explore Power BI Visualization
 1. Stacked Bar Chart
 2. Stacked Column Chart
 3. Clustered Bar Chart
 4. Clustered Column Chart
 5. 100% Stacked Bar Chart
 6. 100% Stacked Column Chart
 7. Line Chart
 8. Area Chart
 9. Stacked Area Chart
 10. Line and Stacked Column Chart
 11. Line and Clustered Column Chart
 12. Ribbon Chart
 13. Waterfall Chart
 14. Funnel Chart
 15. Scatter Chart
 16. PIE Chart
 17. Donut Chart
 18. Tree Map Chart
 19. Map
 20. Filled Map
 21. Gauge
 22. Card
 23. Multi-Row Card
 24. Slicer
 25. Table
 26. Matrix Table
- Exercise

6. Explore Power Query

- Power Query Introduction
- Use of Power Query
- Explore Power Query Ribbon
 - Home
 - Transform
 - Add Column
 - View
 - Tools
 - Help
- Exercise

7. Explore Power Query

- Explore Power Query Ribbon
 - Home
 - Transform

- Add Column
- View
- Tools
- Help
- Exercise

8.Data Modelling in Power BI

- What is Data Modeling
- Type of Data Modeling
- Dimension Tables
- Fact Tables
- Type of Key
 1. Primary Key
 2. Foreign Key
- Cardinality in Power BI
 1. One-to-Many, or Many-to-One
 2. One-to-One
 3. Many-to-Many
- Cross-Filter Direction
 1. Single:
 2. Both:
- Exercise

10. DAX in Power BI

- Overview
 1. Measure
 2. Calculated Column
 3. Calculated Table
 4. Row Level Security
 5. Functions
- Type of Functions
 1. Date and Time Functions
 2. Filter Functions
 3. Information Functions
 4. Logical Functions
 5. Math and Trig Functions
 6. Relationship Functions
 7. Statistical Functions
 8. Table Manipulation Functions
 9. Text Functions
 10. Time Intelligence Functions

11. DAX in Power BI

1. Date and Time Functions
2. Filter Functions
3. Information Functions
4. Logical Functions
5. Math and Trig Functions
6. Relationship Functions

12. DAX in Power BI

1. Information Functions
2. Logical Functions
3. Math and Trig Functions
4. Relationship Functions

13. Advanced Power BI Features

- Drill Down
- Drill Through
- Tooltips
 - Default Tooltips
 - Custom Tooltips
- Bookmarks
- Buttons
- Edit Interactions
- Dynamic TopN and BottomN
- Q & A in Power BI Desktop

14. Row Level Security in Power BI

- Static Row Level Security
 - Manage Roles
 - View Roles
 - Publish The Report
 - Power BI Services
- Dynamic Row Level Security
 - Manage Roles
 - View Roles
 - Publish The Report
 - Power BI Services
- Workspaces Access

15. Power BI Services

- Login into Power BI Service
- Explore Power BI Service
 - Home

- Favorites
- Recent
- Create
- Apps
- Share with me
- Deployment Pipelines
- Learn
- Workspaces
- Publishing and Sharing Report

16. Mobility in Power BI

- Power BI Mobile Apps
 - a. iPhone
 - b. iPad
- Mobile Layout
- Installation Mobile App
 1. Home
 2. Apps
 3. Workspaces
- My Workspace

17. Python Installation and Configuration

- Python Installation
- Exercise
- Reference Video Link

18. Python Integration with Power BI

- Python Integration with Power BI
- Run Python Script

19. Project

20. Power BI Exam


END
of
Document

c. Outcome of the Course

- Employability Skill Enhancement

**10 .Employability Skills Development Training Programme
(Naandi Foundation By Mahindra Pride Classroom)**

a. Notice

**SADHU VASWANI INSTITUTE OF
MANAGEMENT STUDIES FOR GIRLS**
6, Koregaon Road, Pune - 411001. Ph. 020-26054471/91 Fax: 020-26054481
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Certified by ISO 9001:2015, SPPU Code: IMMP016030 D.T.E. Institute Code: 6614

Dr. B. H. Nanwani
Director


Notice
Certificate Course Announcement
15th September 2021

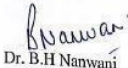
The Institute is offering a Certificate Course titled, Employability Skills Development Training Programme - (Naandi Foundation by Mahindra Pride Classroom)


Details:
Course Duration: 31 Hours
Fees: Free
Important Dates:
Registration for the Course: 15th September 2021 to 30th September 2021
Course Commencement: 6th October 2021
Minimum Attendance: 75%
Expert: Ms. Ruby (Trainer, Naandi Foundation by Mahindra Pride Classroom)
Course Coordinator: Ms. Vaishali Patil

Please Note:

- 1.This course is available for MBA-Part II students.
2. Certificates will be issued only upon fulfilment of attendance norms and success in assessments.


Ms. Vaishali Patil
(Certificate Courses Coordinator)


Dr. B.H Nanwani
DR. B DIRECTOR WANI
DIRECTOR
SADHU VASWANI INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE-411 001



b. Course Module

Mahindra PRIDE CLASSROOM		Naandi		
Framework for Intermediate level - Online Sessions				
Objective		1. To help students overcome their fear of speaking in English		
		2. To instill confidence in students		
		3. To make students socially aware and responsible citizens		
		4. To increase students' employability quotient		
Day	S. No.	Session Title	Duration	Skill
1	1	First Impression	2	Induction & Life Skills
2	2	I am Unique	2	Life Skills
3	3	Being a Responsible Netizen	2	Life Skills
4	4	Email Etiquette	2	Soft Skills
5	5	Job Opportunities	2	Life Skills
6	6	Money Management	2	Life Skills
7	7	TeamWork	2	Life Skills
8	8	Interview Preparation 1	2	Interview Skills
9	9	Extempore Speech + GD - Input Session	2	Communication Skills & Interview Skills
10	10	Extempore Speech – Advanced(Assessed)	2	Interview Skills & Assessment
11	11	Group Discussion (Assessed)	2	Interview Skills & Assessment
12	12	Interview Preparation 2	2	Interview Skills
13	13	Embracing Change	2	Life Skills
		Mock Interviews (Assessed)	2.5	Interview Skills & Assesments
		Mock Interviews (Assessed)	2.5	
		Total	31	


c. Outcome of the Course

- Employability Skill Enhancement

B. MOOCs-SWAYAM and Others

11.Financial Markets - (Coursera)

a. Notice



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Dr. B. H. Nanwani
Director

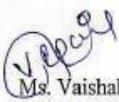
Notice
Certificate Course Announcement

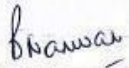
1st October 2021


This is inform to MBA part I and II year students that NPTEL, UdeMy, Coursera, Henry Harvin Education Borgward Technology India Pvt. Ltd. and Disha Computer Institute are offering various courses related to Marketing, Finance and Human Resource Management specialization.

These courses will add value and enhance your knowledge. Students are requested to visit the website to enroll for the courses of interest.

After enrolling, the students should give their names along with the name of the course enrolled to Ms Vaishali Patil


Ms. Vaishali Patil
(Certificate Courses Coordinator)


Dr. B.H Nanwani
Director
DR. B. H. NANWANI
DIRECTOR
INSTITUTE OF MANAGEMENT STUDIES FOR GIRLS
6, KOREGAON ROAD, PUNE 411 001



b. Course Module

The screenshot shows the Coursera course page for 'Yale Financial Markets'. At the top, there are navigation links for 'For Individuals', 'For Businesses', 'For Universities', and 'For Governments'. The Coursera logo and a search bar are also visible. The course title 'Yale Financial Markets' is prominently displayed, along with the text 'Taught in English | 8 languages available | Some content may not be translated'. A blue button indicates 'Enroll for Free Starts Nov 27' with a note 'Financial aid available'. Below this, it states '1,730,139 already enrolled'. A summary box contains the following information: a 4.8 star rating (26,074 reviews), 'Beginner level' (No previous experience necessary), 'Approx. 33 hours to complete' (3 weeks at 11 hours a week), and 'Flexible schedule' (Learn at your own pace). Navigation tabs for 'About', 'Modules', 'Recommendations', 'Testimonials', and 'Reviews' are present. At the bottom, a 'Skills you'll gain' section lists 'Behavioral Finance', 'Financial Markets', 'Finance', and 'Behavioral Economics'.

This screenshot shows the 'Modules' section of the course page. The 'Modules' tab is selected in the navigation bar. On the left, a list of seven modules is shown, each with a dropdown arrow: 'Module 1' (3 hours to complete), 'Module 2' (4 hours to complete), 'Module 3' (3 hours to complete), 'Module 4' (6 hours to complete), 'Module 5' (3 hours to complete), 'Module 6' (4 hours to complete), and 'MODULE 7' (4 hours to complete). On the right, the 'Instructor' section features a profile for Robert Shiller, a 'Top Instructor' at Yale University with 9,075 ratings (4.8 stars) and 1,834,444 learners. Below this, the 'Offered by' section identifies the course as being provided by Yale University, with a 'Learn more' link.

c. Outcome of the Course

- Employability Skill Enhancement

12. Tally. ERP9 with GST(Incl. Tally Prime)Tally Authorized Faculty -(Udemy)

b. Course Module

<p>Finance & Accounting > Accounting & Bookkeeping > TallyPrime (Tally,ERP)</p> <h1>Complete Accounting + Tallyprime + Tally ERP9 + GST (4 in 1)</h1> <p>TallyPrime,Tally ,Payroll ,Bookkeeping ,Accounting,TallyPrime With GST, Financial, Tally ERP9 With GST, tally erp 9</p> <p>4.2 ★★★★★ (614 ratings) 58,126 students</p> <p>Created by A.M.A.M Mubeen (Expert In Tally & Finance & Microsoft Office & Power BI)</p>	<h3>What you'll learn</h3> <ul style="list-style-type: none"> ✓ Accounting background & manual accounting ✓ Introduction of tally prime ✓ Record transactions for new company in tally prime ✓ Record opening balance with transaction in tally prime ✓ Godown and stock creation in tally prime ✓ Payroll in tally prime ✓ Backup and restore in tally prime ✓ Record transactions for new company in tally erp9 ✓ Record opening balance with transaction in tally erp9 ✓ Godown and stock creation in tally erp9 ✓ Payroll in tally erp9 ✓ Backup and restore in tally erp9 ✓ Tally prime installation and company creation & company alteration ✓ Types of vouchers in tally prime ✓ Record opening balance in tally prime ✓ Bank reconciliation in tally prime ✓ Manufacturing accounts in tally prime ✓ Tally prime with gst ✓ Tally erp9 installation and company creation & company alteration ✓ Record opening balance in tally erp9 ✓ Bank reconciliation in tally erp9 ✓ Manufacturing accounts in tally erp9 ✓ Tally erp9 with GST ✓ Export report in tally erp9
<h3>Course content</h3> <p>28 sections • 90 lectures • 14h 53m total length</p> <ul style="list-style-type: none"> ✓ COURSE CONTENTS ✓ CHAPTER-01 ACCOUNTING BACKGROUND ✓ CHAPTER-02 MANUAL ACCOUNTING IN MICROSOFT EXCEL ✓ CHAPTER-03 TALLY PRIME INSTALLATION AND COMPANY CREATION, & ALTERATION ✓ CHAPTER-04 INTRODUCTION OF TALLY PRIME ✓ CHAPTER-05 TYPES OF VOUCHERS IN TALLY PRIME ✓ CHAPTER-06 RECORD TRANSACTIONS FOR NEW COMPANY IN TALLY PRIME ✓ CHAPTER-07 RECORD OPENING BALANCE IN TALLY PRIME ✓ CHAPTER-08 RECORD OPENING BALANCE WITH TRANSACTION IN TALLY PRIME ✓ CHAPTER-09 BANK RECONCILIATION IN TALLY PRIME 	<ul style="list-style-type: none"> ✓ CHAPTER-10 GODOWN AND STOCK CREATION IN TALLY PRIME ✓ CHAPTER-11 MANUFACTURING ACCOUNTS IN TALLY PRIME ✓ CHAPTER-12 PAYROLL IN TALLY PRIME ✓ CHAPTER-13 TALLY PRIME WITH GST ✓ CHAPTER-14 BACKUP AND RESTORE IN TALLY PRIME ✓ CHAPTER -15 TALLY ERP9 INSTALLATION ✓ CHAPTER -16 COMPANY CREATION ✓ CHAPTER-17 RECORD TRANSACTIONS FOR NEW COMPANY IN TALLY ERP9 ✓ CHAPTER-18 RECORD OPENING BALANCE IN Tally ERP9 ✓ CHAPTER-19 RECORD OPENING BALANCE WITH TRANSACTION IN TALLY ERP9 ✓ CHAPTER-20 BANK RECONCILIATION IN TALLY ERP9

- ✓ **CHAPTER-21 GODOWN AND STOCK CREATION IN TALLY ERP9**
- ✓ **CHAPTER-22 MANUFACTURING ACCOUNTS IN TALLY ERP9**
- ✓ **CHAPTER-23 PAYROLL IN TALLY ERP9**
- ✓ **CHAPTER-24 TALLY ERP9 WITH GST**
- ✓ **CHAPTER -25 BACKUP & RESTORE IN TALLY ERP9**
- ✓ **CHAPTER-26 EXPORT REPORT IN TALLY ERP9**

c. Outcome of the Course

- Employability Skill Enhancement

13. Financial Management a Complete Study for CA/CMA/CS/CFA/ACCA –(Udemy)

b. Course Module

<p>Finance & Accounting > Finance Cert & Exam Prep > Certified Management Accountant (CMA)</p> <h1>Financial Management A Complete Study for CA/CMA/CS/CFA/ACCA</h1> <p>500+ lectures & case studies for CA /PCC / CFA / CS Final / CMA Inter / MBA Finance / B. Com Final Exams & Professionals</p> <p>Bestseller 4.5 ★★★★★ (2,624 ratings) 22,951 students</p> <p>Created by Raja Natarajan, B.Com., PGDDBA, FCA</p>	<h3>What you'll learn</h3> <ul style="list-style-type: none">✓ Understand Basics of Financial Management✓ Carry out Financial Ratio Analysis✓ Prepare Fund Flow Statement & Evaluate Fund Flow Movement✓ Understand Capital Structure Decisions, Leverage, Capital Structure Theories✓ Understand Working Capital Management, Inventory Management, Treasury Management, Debtors Management, Creditors Management✓ Appreciate Importance of Time Value of Money✓ Prepare Cash Flow Statement & evaluate cash flows✓ Calculate Cost of Capital (WACC & Marginal)✓ Understand Capital Budgeting Process, Payback, ARR, NPV, IRR, MIRR, Profitability Index, Discounted Payback✓ Understand Various sources of Finance
<h3>Course content</h3> <p>21 sections • 568 lectures • 79h 16m total length</p> <ul style="list-style-type: none">✓ Introduction to Financial Management✓ Time Value of Money✓ Financial Analysis✓ Old Lectures in Ratio Analysis (PPT Based)✓ Case Studies and Practice Problems - RATIO ANALYSIS✓ Cash Flow Analysis✓ Old Lectures in Cash Flow (PPT Based)✓ Fund Flow Analysis✓ Fund Flow Analysis (Old Lectures PPT Based)✓ Cost of Capital	<ul style="list-style-type: none">✓ Old Lectures in Cost of Capital (PPT Based)✓ Capital Structuring Decisions✓ Types of Financing✓ Investment Decisions - Introductions and Cash Flows Computation✓ Investment Decisions - Traditional Capital Budgeting Tools✓ DISCOUNTED PAY BACK PERIOD METHOD✓ NPV, Profitability Index & IRR Methods✓ Management of Working Capital✓ Old Lectures in Working Capital✓ On Demand Videos for clarifying Doubts✓ Final Section

c. Outcome of the Course

- Employability Skill Enhancement

14. The Human Resources Certification Program (HRCI - PHR/SPHR) -(Udemy)

b. Course Module

Business > Human Resources > Human Resources

The Human Resources Certification Program (HRCI - PHR/SPHR)

An Exam Preparation Guide to the Human Resource Body of Knowledge

4.3 ★★★★★ (1,524 ratings) 8,423 students

Created by [Sorin Dumitrascu](#)

Last updated 11/2023 English English

What you'll learn

- ✓ Master strategic business management techniques in HR context.
- ✓ Enhance skills in HR development and training methodologies.
- ✓ Navigate complex employee and labor relations scenarios effectively.
- ✓ Develop expertise in workforce planning and hiring strategies.
- ✓ Understand comprehensive compensation and benefits structures.
- ✓ Implement proactive risk management practices in HR.

Course content

21 sections • 524 lectures • 31h 47m total length [Expand all sections](#)

✓ The Human Resources Certification Program (HRCI - PHR/SPHR)	16 lectures • 1hr 9min
✓ Human Resources Core Knowledge - Skills, Concepts, and	24 lectures • 1hr 16min

relations scenarios effectively.		practices in HR.	
Course content			
21 sections • 524 lectures • 31h 47m total length		Expand all sections	
<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▼ The Human Resources Certification Program (HRCI - PHP/SPHR) 16 lectures • 1hr 9min ▼ Human Resources Core Knowledge - Skills, Concepts, and Tools 24 lectures • 1hr 16min ▼ Human Resources Core Knowledge - Functions and Activities 26 lectures • 1hr 17min ▼ Business Management and Strategy - The HR Function and Business Environment 26 lectures • 1hr 21min ▼ Business Management and Strategy - HR and the Strategic Planning Process 30 lectures • 1hr 35min ▼ Business Management and Strategy - HR Functions and Roles 22 lectures • 1hr 33min ▼ Workforce Planning and Employment - Employment Legislation 23 lectures • 1hr 34min ▼ Workforce Planning and Employment - Recruitment Strategies 27 lectures • 1hr 37min ▼ 8. Workforce Planning and Employment- Sourcing and Selecting Candidates 30 lectures • 1hr 51min ▼ Workforce Planning and Employment - Orientation, Onboarding and Exit Strategies 24 lectures • 2hr 1min 	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▼ 8. Workforce Planning and Employment- Sourcing and Selecting Candidates 30 lectures • 1hr 51min ▼ Workforce Planning and Employment - Orientation, Onboarding and Exit Strategies 24 lectures • 2hr 1min ▼ Human Resource Development - Regulations and Organizational Development 27 lectures • 1hr 44min ▼ Human Resource Development - Employee Training 21 lectures • 1hr 5min ▼ Human Resource Development - Performance Appraisal and Talent Management 25 lectures • 1hr 29min ▼ Compensation and Benefits - Regulations, Strategies, and Needs Assessment 31 lectures • 2hr 7min ▼ Compensation and Benefits - Managing Policies, Programs, and Activities 21 lectures • 58min ▼ Compensation and Benefits - Organizational Responsibilities 20 lectures • 1hr 9min ▼ Employee and Labor Relations - Employment Regulations and Organizational Prog... 28 lectures • 1hr 48min ▼ Employee and Labor Relations - Behavioral and Disciplinary Issues and Resolution 26 lectures • 1hr 19min ▼ Employee and Labor Relations - Unions and Collective Bargaining 25 lectures • 1hr 32min ▼ Risk Management - Organizational Risk and Safety and Health Legislation 27 lectures • 1hr 41min ▼ 20. Risk Management- Workplace Safety, Security, and 25 lectures • 1hr 38min 		

c. Outcome of the Course

- Employability Skill Enhancement

15.SAP FICO (Financial Accounting & Management Accounting) -(Udemy)

b. Course Module

IT & Software › Other IT & Software › SAP FICO

SAP FICO (Financial Accounting & Management Accounting)

The course covers both configuration and end-user processes for SAP FICO module

Bestseller 4.4 ★★★★★ (8,663 ratings) 50,806 students

Created by [Rana W Mehmood](#)

What you'll learn

- ✓ Configuration and Implementation for SAP FICO module
- ✓ SAP Business analysis to improve financial activities
- ✓ Be able to take SAP FI Certification exam
- ✓ Understand how a required business process runs on SAP
- ✓ Requirements gathering for the Business Record to Report process cycle
- ✓ Hands-on experience with SAP system activities
- ✓ Be able to work as both SAP End-User and Consultant
- ✓ Integration of SAP FICO with SAP MM and SAP SD

Course content

7 sections • 45 lectures • 40h 21m total length

- ✓ SAP FI (Financials/Financial Accounting)
- ✓ SAP CO (Controlling/Management Accounting)
- ✓ SAP Asset Accounting
- ✓ SAP New General Ledger
- ✓ Integration of FI with MM and SD
- ✓ SAP Data Migration
- ✓ Bonus Lecture: Additional Information, Documentation & Certification Exam

c. Outcome of the Course

- Employability Skill Enhancement

16. Financial Modelling and Valuation course - (Udemy)

b. Course Module

The screenshot shows the course page for 'Financial Modelling and Valuation' on Udemy. The course is categorized under 'Finance & Accounting > Financial Modeling & Analysis > Financial Modeling'. It is described as a '100% Practical Course to Learn financial models from the scratch'. The course has a rating of 4.4 stars from 8 ratings and 125 students. It was created by Kuldeep Sharma and last updated on 1/2023. The course is available in English and English (Auto). The 'What you'll learn' section lists six learning objectives. The 'Course content' section shows three sections: 'Getting hands on MS Excel', 'Finance & Accounting Concepts', and 'Valuation Concepts'.

Finance & Accounting > Financial Modeling & Analysis > Financial Modeling

Financial Modelling and Valuation

100% Practical Course to Learn financial models from the scratch

4.4 ★★★★★ (8 ratings) 125 students

Created by [Kuldeep Sharma](#)

Last updated 1/2023 English English [Auto]

What you'll learn

- ✓ Learn foundational concepts of MS Excel
- ✓ Understand Time value of Money
- ✓ Learn Cost of capital and Capital Budgeting
- ✓ Compute financial ratios and analyze them Techniques
- ✓ Understand the steps involved in the construction of financial models
- ✓ Build valuation models using Discounted Cash Flow method

Course content

3 sections • 9 lectures • 1h 7m total length

- ▼ Getting hands on MS Excel
- ▼ Finance & Accounting Concepts
- ▼ Valuation Concepts

c. Outcome of the Course

- Employability Skill Enhancement

17. Complete 2-in1 Python for Business and Finance Bootcamp -(Udemy)

b. Course Module

<p>Finance & Accounting > Finance > Finance Fundamentals</p> <h1>Complete 2-in-1 Python for Business and Finance Bootcamp</h1> <p>Data Science, Statistics, Hypothesis Tests, Regression, Simulations for Business & Finance: Python Coding AND Theory A-Z</p> <p>4.4 ★★★★★ (1,039 ratings) 11,476 students</p> <p>Created by Alexander Hagmann</p>	<h4>What you'll learn</h4> <ul style="list-style-type: none"> ✓ Learn Python coding from Zero in a Business, Finance & Data Science context (real Examples) ✓ Learn Statistics (descriptive & inferential, Probability Distributions, Confidence Intervals, Hypothesis Testing) ✓ Learn Regression (Covariance & Correlation, Linear Regression, Multiple Regression, ANOVA) ✓ Learn how to use Numpy and Scipy for numerical, financial and scientific computing ✓ Learn how to use stats (scipy) for Statistics and Hypothesis Testing ✓ Learn how to create meaningful Visualizations and Plots with Matplotlib and Seaborn ✓ Learn how to solve and code real Projects in Business, Finance & Statistics ✓ Understand and code Sharpe Ratio, Alpha, Beta, IRR, NPV, Yield-to-Maturity (YTM) ✓ Understand the difference between the Normal Distribution and Student's t-distributions: what to use when ✓ Learn Business & Finance (Time Value of Money, Capital Budgeting, Risk, Return & Correlation) ✓ Learn how to use the Bootstrapping method to perform hands-on statistical analyses and simulations ✓ Learn how to use all relevant and powerful Python Data Science Packages and Libraries ✓ Learn how to use Pandas to process Tabular (Financial) Data - cleaning, merging, manipulating ✓ Learn how to use statsmodels for Regression Analysis and ANOVA ✓ Learn how to create user-defined functions for Business & Finance applications ✓ Learn how to unleash the full power of Python and Numpy with Monte Carlo Simulations ✓ Learn how to code more advanced Finance concepts: Value-at-Risk, Portfolios and (Multi-) Factor Models
<h4>Course content</h4> <p>33 sections • 402 lectures • 37h 36m total length</p> <ul style="list-style-type: none"> ✓ Getting Started ✓ ---- PART 1: PYTHON BASICS, TIME VALUE OF MONEY AND CAPITAL BUDGETING ---- ✓ How to use Python as a Calculator for basic Time Value of Money Problems ✓ How to use Lists and For Loops for TVM Problems with many Cashflows ✓ 100% Python: Objects, Data Types, Operators & Functional Programming ✓ How to solve for IRR & YTM with While Loops and Conditional Statements ✓ How to create great graphs with Matplotlib - Plotting NPV and IRR ✓ The Numpy Package: Working with numbers made easy! 	<ul style="list-style-type: none"> ✓ How to solve complex TVM and Capital Budgeting problems with Python and Numpy ✓ --- PART 2: STATISTICS AND HYPOTHESIS TESTING WITH PYTHON, NUMPY AND SCIPY --- ✓ How to perform Descriptive Statistics on Populations and Samples ✓ Common Probability Distributions and how to construct Confidence Intervals ✓ How to estimate Population parameters with Samples - Sampling and Estimation ✓ How to perform Hypothesis Tests: Z-Tests, t-Tests, Bootstrapping & more ✓ -- PART 3: ADVANCED PYTHON, MONTE CARLO SIMULATIONS AND VALUE AT RISK (VAR) --- ✓ n-dimensional Numpy Arrays / How to work with numerical Tabular Data ✓ How to create your own user-defined Functions

<ul style="list-style-type: none"> ✓ Monte Carlo Simulations and Value-at-Risk (VAR) with Python and Numpy 	<ul style="list-style-type: none"> ✓ Multiple Regression Models
<ul style="list-style-type: none"> ✓ --- PART 4: MANAGING (FINANCIAL) DATA WITH PANDAS: BEYOND EXCEL --- 	<ul style="list-style-type: none"> ✓ Case Study: Multi-Factor Models (Fama-French)
<ul style="list-style-type: none"> ✓ Pandas Basics - Starting from Zero 	<ul style="list-style-type: none"> ✓ Issues in Linear Regression Analysis and Logistic Regression
<ul style="list-style-type: none"> ✓ Pandas Intermediate 	<ul style="list-style-type: none"> ✓ Extra Section: Introduction to Object Oriented Programming (OOP)
<ul style="list-style-type: none"> ✓ Data Visualization with Pandas, Matplotlib and Seaborn 	<ul style="list-style-type: none"> ✓ What's next? (outlook and additional resources)
<ul style="list-style-type: none"> ✓ Pandas Advanced 	
<ul style="list-style-type: none"> ✓ Managing Time Series and Financial Data with Pandas 	
<ul style="list-style-type: none"> ✓ Creating, analyzing and optimizing Financial Portfolios with Python 	
<ul style="list-style-type: none"> ✓ --- PART 5: REGRESSION ANALYSIS (A MUST-HAVE FOR MACHINE LEARNING) --- 	
<ul style="list-style-type: none"> ✓ Correlation and Regression 	
<ul style="list-style-type: none"> ✓ OLS Regression, ANOVA and Hypothesis Testing 	

c. Outcome of the Course

- Employability Skill Enhancement

18. Digital Marketing: The ultimate guide to Strategic Marketing - (Udemy)

b. Course Module

The screenshot shows a Udemy course page. The left panel has a dark background with white text. At the top, it says 'Marketing > Digital Marketing > Digital Marketing'. The main title is 'The Complete Digital Marketing Course - 12 Courses in 1'. Below that, it says 'Master Digital Marketing Strategy, Social Media Marketing, SEO, YouTube, Email, Facebook Marketing, Analytics & More!'. There is a rating of 4.5 stars with 168,662 ratings and 772,082 students. At the bottom, it says 'Created by Rob Percival, Daragh Walsh, Codestars • over 2 million students worldwide!'. The right panel has a white background with a black border. The title is 'What you'll learn'. Below it, there are four bullet points with checkmarks: 'Grow a Business Online From Scratch', 'Make Money as an Affiliate Marketer', 'Get Hired as a Digital Marketing Expert', and 'Work From Home as a Freelance Marketer'.

Marketing > Digital Marketing > Digital Marketing

The Complete Digital Marketing Course - 12 Courses in 1

Master Digital Marketing Strategy, Social Media Marketing, SEO, YouTube, Email, Facebook Marketing, Analytics & More!

4.5 ★★★★★ (168,662 ratings) 772,082 students

Created by Rob Percival, Daragh Walsh, Codestars • over 2 million students worldwide!

What you'll learn

- ✓ Grow a Business Online From Scratch
- ✓ Make Money as an Affiliate Marketer
- ✓ Get Hired as a Digital Marketing Expert
- ✓ Work From Home as a Freelance Marketer

Course content

19 sections • 247 lectures • 22h 43m total length

- ▼ Introduction
- ▼ Market Research
- ▼ Make a Website
- ▼ Email Marketing
- ▼ Copywriting
- ▼ Search Engine Optimization (SEO)
- ▼ YouTube Marketing
- ▼ Facebook Marketing
- ▼ Twitter Marketing
- ▼ Quora Marketing

- ▼ Quora Marketing
- ▼ Google AdWords / Ads
- ▼ Google Analytics
- ▼ Instagram Marketing
- ▼ Pinterest Marketing
- ▼ LinkedIn Marketing
- ▼ Facebook Ads
- ▼ App Marketing
- ▼ Old Content
- ▼ Conclusion

c. Outcome of the Course

- Employability Skill Enhancement

19. Become a Corporate Financial Planning Analyst (LinkedIn Learning)

b. Course Module

The screenshot shows the LinkedIn Learning course page for "Become a Corporate Financial Planning Analyst". The page includes the course title, a star rating (0 reviews), and buttons for "Add to list", "Mark complete", and "Write review". The "Overview" section states that the course is for those who want to become a Corporate Financial Planning Analyst and lists three key skills: developing basic analyst skills, demonstrating technical skills, and building leadership and communication skills. The "Syllabus" section lists 16 courses, with the first one being "Strategic Planning Foundations".

Overview

Over the past decade, the financial planning and analysis profession has grown dramatically. Learn the skills you need to gather, analyze and present financial data so you can become a Corporate Financial Planning Analyst, and begin working toward becoming a corporate strategic partner.

- Develop basic financial analyst skills required as a Corporate Financial Planning Analyst
- Demonstrate technical skills to execute effectively.
- Build leadership and communication skills to excel and advance.

Syllabus

- Course 1: Strategic Planning Foundations
 - Learn how to conduct an effective strategic planning process that results in a clear, compelling

Course 2: Finance Foundations

- Get a basic introduction to the world of finance, from analyzing risk and return and obtaining financing to understanding how markets and banks operate.

Course 3: Accounting Foundations: Managerial Accounting

- Learn the basics of managerial accounting to help you make better organizational decisions.

Course 4: Managerial Economics

- Learn how to use economics to make better business decisions. Explore economic theories to strategize and solve business problems from demand and competition to pricing products.

Course 5: Project Management Foundations

- Learn what it takes to deliver projects successfully. Explore the basics of project management, from building a project plan to managing progress.

Course 6: Communication Foundations

- Build your communication skills. Learn how to communicate more effectively in professional situations, including meetings, email, and presentations.

Course 7: Creating and Giving Business Presentations

- Learn the fundamentals of preparing for and delivering a compelling business presentation.

Course 8: Financial Analysis: Making Business Projections

- Analyze past performance data and get a realistic picture of your company's future performance using Microsoft Excel.

Course 9: Running a Profitable Business: Understanding Financial Ratios

-

Course 10: Excel Data Analysis: Forecasting

- Use Excel's data-analysis tools to create accurate and insightful forecasts.

Course 11: Excel: Economic Analysis and Data Analytics

- Use big data to forecast economic trends. Find out how to perform regression analysis for economic forecasting using Microsoft Excel.

Course 12: Financial Forecasting with Big Data

- Quickly create financial forecasts using big data, predictive analytics, and Microsoft Excel.

Course 13: Forecasting Using Financial Statements

- Learn where a business is headed and the resources it will need to succeed. Find out how to build financial forecasts using income statements and balance sheets.

Course 14: Finance Foundations: Business Valuation

- Learn how to value a business using different valuation methods, such as multiples, earnings ratios, and discounted cash-flow analysis.

Course 15: Excel Statistics Essential Training: 1

- Learn statistics. Dr. Joseph Schmuller uses Microsoft Excel to teach the fundamentals of descriptive and inferential statistics.

Course 16: Learning SQL Programming

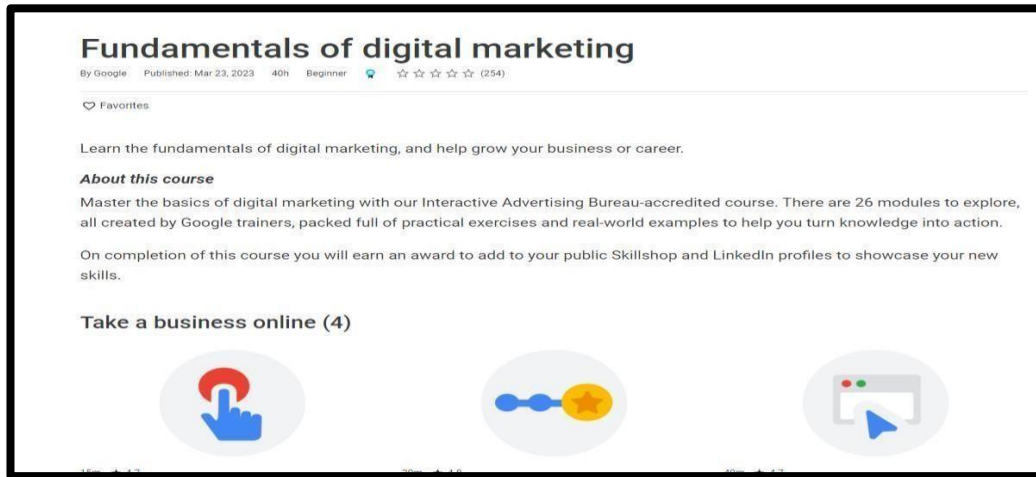
- Learn the basics of SQL, the programming language for retrieving and editing data from databases such as SQL Server, MySQL, MariaDB, and PostgreSQL.

c. Outcome of the Course

- Employability Skill Enhancement

20. The fundamentals of Digital Marketing - (Google Digital Garage)

b. Course Module



c. Outcome of the Course

- Employability Skill Enhancement

21. The Fundamentals of Digital Marketing - (Google digital Unlocked)

Google Unlocked Certificate Skills

After the successful completion of the Fundamentals of Digital Marketing course under Google Digital Garage, students will have professional grade skills in the domain like SEM, SEO, E-Commerce, Social media marketing and more. The complete list of skills from Google Digital Unlocked Certificate are listed below-

Analytics and Data Insight	Business Strategy
Content Marketing	Display Advertising
E-commerce	Email Marketing
Local Marketing	Mobile Marketing
SEM	SEO
Social Media Marketing	Video Marketing
Video Ad Creation	Web Optimisation

Google Digital Unlocked Certificate Certification

The Google Digital Unlocked Certificate increases the credibility of your skills in the Digital Marketing space, you can attach the gained certificate in your CV for a better impression while searching for a job. As it reflects that you have the adequate skills for the same.

Jobs after you complete Google Unlocked Certificate

Register & Check Eligibility

Name
Eg: Mayank Gaur

Mobile Number
Eg: 9500000093

Email
Eg: mayank@gmail.com

Course
—Select Course—

Register Now

Featured

ICFAI Business School (IBS) Mumbai (Maharashtra)

Affiliated | Est. 1993

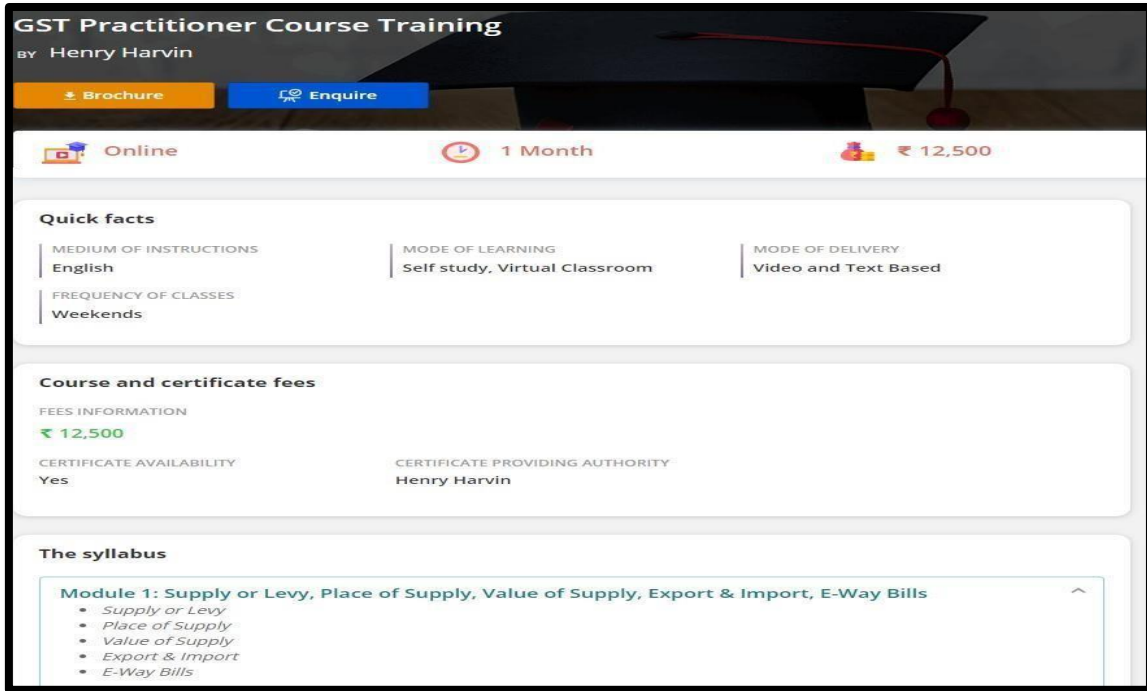
Brochure Apply Now

C. Outcome of the Course

- Employability Skill Enhancement

22. Certified GST Practitioner - (Henry Harvin Education)

b. Course Module



GST Practitioner Course Training
by Henry Harvin

Brochure Enquire

Online 1 Month ₹ 12,500

Quick facts

MEDIUM OF INSTRUCTIONS English	MODE OF LEARNING Self study, Virtual Classroom	MODE OF DELIVERY Video and Text Based
FREQUENCY OF CLASSES Weekends		

Course and certificate fees

FEES INFORMATION
₹ 12,500

CERTIFICATE AVAILABILITY
Yes

CERTIFICATE PROVIDING AUTHORITY
Henry Harvin

The syllabus

Module 1: Supply or Levy, Place of Supply, Value of Supply, Export & Import, E-Way Bills

- Supply or Levy
- Place of Supply
- Value of Supply
- Export & Import
- E-Way Bills

c. Outcome of the Course

- Employability Skill Enhancement


23.Diploma in Data Science- (Borgward Technology India Pvt. Ltd.)

c. Outcome of the Course

- Employability Skill Enhancement

24. Certificate Course in Financial Accounting -(Disha Computer Institute)

b. Course Module




DISHA
COMPUTER INSTITUTE
Experts in Computer Training

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CAA-(Certificate in Advance Accounting)

CAA Program designed to enable students to set up complete, adjust, and summarized records of business activities according to accepted accounting principles and techniques; use accounting information to enhance business planning, decision making, problem solving and management control, and apply both financial and managerial accounting principles, Taxation, Banking and techniques.

Duration	7 months
----------	----------

Enquiry Form

Select City
▾

Select Course
▾

About this course

A computerized accounting specialist performs accounting duties for a company or corporation utilizing accounting software and computer technology. A computerized accounting specialist may work in positions such as full-charge bookkeeper, accounting clerk, payroll clerk, data entry clerk, accounting receptionist, auditing clerk, accounts payable clerk, financial clerk. After completing this course, one can be appointed as tax accountant, revenue managers, tax analyst, tax recruiter, tax advisor, tax examiners, property tax consultants, business tax consultant, income tax consultant, tax manager and collectors. Taxation is very lucrative and fast growing career for those candidates who have interest in this field. Today, every organization requires people having expertise in this field such as public sector undertakings and corporate houses, etc.

Testimonial

Designers and drafters use it to create two-dimensional (2D) and three-dimensional (3D) computer drawings.

- Vinay Rane

Complete CAA-(Certificate in Advance Accounting) Course Content

Complete CAA-(Certificate in Advance Accounting) Course Content

[View Course Syllabus](#)

<ul style="list-style-type: none"> COMPUTER APPLICATION ◦ Computer Fundamental ◦ Use of Computer Peripherals ◦ Windows 2016 ◦ Microsoft Word 2016 ◦ Microsoft Excel 2016 ◦ Microsoft PowerPoint 2016 ◦ Microsoft Access 2016 ◦ Internet ◦ Outlook 	<ul style="list-style-type: none"> ADVANCE ACCOUNTANCY ◦ Accountant Role in Society ◦ Introduction Book Keeping & Advance Accountancy ◦ Accounting Concepts ◦ Classification of Accounts ◦ Journals ◦ Ledger ◦ Depreciation ◦ Balance Sheet & Profit Loss A/C ◦ Finalization Accounts ◦ Ratio Analysis
<ul style="list-style-type: none"> COMPUTERISED ACCOUNTING ◦ Accounting Software ◦ Company Creation ◦ Security Controls ◦ Ledger ◦ Accounting Voucher ◦ Inventory Voucher ◦ Cost Center ◦ Groups ◦ Godowns ◦ Trail Balance ◦ Display ◦ Profit and Loss Accounts ◦ Balance Sheet ◦ Payroll ◦ Report Printing ◦ Accounts using Accounting Software 	<ul style="list-style-type: none"> TAXATION ◦ VAT ◦ TDS ◦ TCS ◦ Service Tax ◦ Excise Duty ◦ CST ◦ Profession Tax ◦ Income Tax ◦ Advance Tax ◦ Forms ◦ Filing Up Returns
<ul style="list-style-type: none"> AUDITING ◦ Error ◦ Need 	<ul style="list-style-type: none"> BANKING ◦ Banking System in India ◦ Relation between Banker & Customer ◦ Bankers Operation

c. Outcome of the Course

- Employability Skill Enhancement