



IIS (DEEMED TO BE UNIVERSITY), JAIPUR

PLACEMENT REPORT

YEAR 2019-20

Campus Placements Year 2019-20

The detailed list of the companies* and selections **till date** is as under
With 75% placement in the department of Management

S. No.	Name of the Company	Selections
1.	Activant Solutions	1
2.	Aegis Skills	2
3.	All I AM Pvt. Ltd	7
4.	Amood Finance	2
5.	Arena Animation	1
6.	AU Skills Academy	1
7.	Be HR Solutions	1
8.	Being Enterprizing	11
9.	Bharat Financial Inclusion Ltd.	7
10.	Brill Techno	8
11.	Byju's	2
12.	Capegemini	3
13.	CIDC	4
14.	Deloitte	2
15.	EY	10
16.	Gallop & Bounce HR Service	4
17.	Genpact	18
18.	Google	3
19.	Girnar Care Pvt. Ltd.	8
20.	HDFC	3
21.	IBM	8
22.	ICICI Bank	3
23.	ICICI Prudential	10
24.	ICICI Training Academy	8
25.	IDFC First Bank	5
26.	ImaginXP	1
27.	Infosys Technologies	5
28.	Nerdy Turtlez	33
29.	Nestle	1
30.	Policy Bazaar	3
31.	Purple Poppy	2
32.	Property Gaurdian	1
33.	Safeducate	5
34.	Sanguine Global	4
35.	SAP	2
36.	Staffin Solutions	3
37.	Tarul Advisor	2
38.	Vodafone	41

Other companies that visited IISU campus in 2018-19 are – BOSCH, Siyahi, Appirio, Royal Indiana, SUVASA Studio, Siyahi, First India News, Abacus, Voylla Fashion, Sanguine Global, Saurashtra Solutions, Jaipur Rugs.

Total Placements: 235 (till date) through Campus Recruitment

Internships

The Curriculum at The IIS University is designed to give the students hands on experience in the corporate world through Internships. These internships are scheduled every year in the summer break. The students go for 30 days internships during their winter break and 45 days internship in their summer break. However, some students also take the internships post their class time table.

The students have been doing their summer project under various corporate houses in Jaipur and outside Jaipur also. The pre-final year students are all ready to have a peek into the corporate world. The summer internships are undertaken under various Departmental Heads in different corporate houses of multiple industries. The students Gearing up for the summer internship, these students are ready to explore industries like Banking and Finance, Insurance, Public Sector, IT, Hospitality, Telecom, Textiles and Power to name a few. In 2019-2020 More than 400 companies came for internship.

COURSE	NUMBER OF STUDENTS
B.A. PSYCHOLOGY	8
BSC	7
B.SC. JD	5
BSC PSYCHOLOGY	2
BA	2
BAJMC	33
BBA	69
BCA	7
BFT	28
BVA	33
CHEMISTRY	1
M.A. Psychology	4
MSC	29
M.SC. Psychology	5
MAJMC	12
MBA	132
MSW	3
ZOOLOGY	11
BCOM	8
MSC Environment	2
MFT	4
Internshala	60
	465

Few of the company names are listed below.

S. No.	Name of the Company	S. No.	Name of the Company
1	ACC Limited	2	Aditya Birla Money
3	Aegon Religare Life Insurance	4	Akola Block Printing
5	Amol Pharmaceuticals Private Limited	6	Asha Global
7	Avinav Fashion Export House	8	Axis Bank
9	Bajaj Allianz	10	Bank of Rajasthan
11	Bharti Cellular Limited	12	Bikanerwala Foods Pvt. Ltd
13	Birla Cement Works	14	Birla Sunlife Insurance Company Ltd.
15	Britannia Industries Ltd.	16	BSNL
17	BTV	18	Centre Electronic Engineering Research Institute
19	Cheer Sagar	20	Consulting Engineering Group
21	Consumer Action & Network	22	Core Infotech
23	Dainik Bhaskar	24	DCM Fertilizer
25	Data Infosys	26	Delhi Commission for Protection of Child Rights
27	Dhanlaxmi Bank	28	Divya Enterprises
29	DNA	30	DUCAT India
31	ETV Rajasthan	32	Fortis Escorts
33	Fortis Healthcare	34	Fullerton Securities
35	HDFC Bank	36	Hewlett Packard India
37	Hindustan Zinc Ltd.	38	Hotel Ram Bagh Palace
39	ICICI Bank	40	ICICI Prudential Asset Management Company
41	IL & FS	42	India Infoline
43	ING Vyasa Bank	44	J.K. Cement
45	Jaipur Ceramics	46	Jaydeep Cotton
47	Kagzi Exports	48	Kanika Creations
49	Lotus Derivative and Com Trade Pvt.Ltd	50	Mahindra & Mahindra Ltd.
51	Maruti Company	52	Max Mobile
53	Naman Marbles	54	NAN Exports
55	National Insurance	56	Natural Software (P) Ltd
57	NBC	58	Nestle India
59	Nokia Siemens Network	60	Nuclear Power Corporation
61	Oasis Chemical Labs	62	Ocean Exim India Pvt. Ltd
63	Orient Prints	64	Oswal Wool and Mills,
65	Parag Dairy	66	Parle-G
67	Pink City Advertising Company	68	Pratham Software
69	Proctor & Gamble	70	R.K. Marble
71	Rajasthan Drugs and Pharmaceutical Ltd.	72	Rajasthan Patrika
73	Rajasthan Patrika	74	Rajasthan Patrika
75	Rajasthan Tours Pvt.Ltd	76	Rama Print
77	Reliance Life Insurance	78	Religare Enterprises Ltd.
79	Religare Securities	80	RIICO

81	RSWM Mayur	82	Sangam India Ltd.
83	SBI Mutual Funds	84	SDMH
85	Sheraton Rajputana Hotel	86	Shree Cement
87	Shree Ram Enterprises	88	Siemens Information System
89	Sistema Shyam Teleservices Limited	90	SMS Medical College & A.G Hospitals
91	TATA AIG	92	Tata Docomo
93	Tata Teleservices	94	Toineer Suiting Pvt. Ltd Company
95	TV 99	96	UNI
97	Union Bank of India	98	Vikram Knitted
99	Wedding Affair Magazine	100	Yes Bank
101	ZNET Technologies Pvt. Ltd.	102	Narayana Hridayalaya

Recruiters at The IIS (deemed to be) University

The list of recruiters at IISU has been soaring on numbers. It has been a mix of industries like Audit, Finance, Banking, Information Technology, Insurance, Consultancy, Outsourcing, Research, Pharmaceuticals, Airlines, Software, Media, Technology, Training and Education, NGO.

Google & British Telecom have been a new addition to the exiting list of recruiters. The list of the companies who approached IISU for On Campus and Off Campus Drives and for other Placement opportunities are as under



ACTIVITIES OF THE PLACEMENT CELL

The vital component of the Placement Cell Structure is hosting activities which create awareness in students about the essential skills related to the career prospects and future employment prospects in the areas of their interest.

In 2019-20, other than the campus drives that were conducted for recruitment purposes, a host of varied activities were also organized and carried out for the student's exposure to the employability skills and industry interface.

Training & Placement Cell Activity Details for 2019-2020

- **July –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Meeting in reference to Consultancy and Student's placement & internships at Manu Yantralaya	16-Jul	Mr. Mahendra Banthia CEO	
2.	Guest Lecture on 'Career in Management'	31-Jul	Mr. Kapil Dixit M.D. T.I.M.E. Jaipur	BBA & B.Com students

- **August –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Pre evaluation of students under LAD course	01-Aug	Dr. Shivi Saxena Ms. Khushbu Bhardwaj Dr. Anubha Jain Dr. Himangni Rathore	BCA Sem I students
2.	Digital Marketing Workshop by IIM and Make Intern	2-3 Aug	Mr. Kush Bhardwaj Trainer, IIM Bangalore	Open for all UG/PG students
3.	Pre evaluation of students under LAD course	5-6-7-8 Aug	Dr. Shivi Saxena Ms. Khushbu Bhardwaj Dr. Roopam Kothari Dr. Monica Sharma	MBA Sem I students
4.	Pre evaluation of students under LAD course	9-Aug	Dr. Shivi Saxena Ms. Khushbu Bhardwaj Dr. Garima Srivastava	BA-JMC Sem I Students and MA-JMC Sem I students

5.	Pre evaluation of students under LAD course	10-Aug	Dr. Shivi Saxena Ms. Khushbu Bhardwaj Dr. Garima Srivastava	BA-JMC Sem I Students
6.	Guest lecture on 'Corporate Expectations: From Classroom to Cubicle'	10-Aug	Dr Archana Rathore, Assistant Professor, IBS Business School	Students of Management and Journalism
7.	Meeting in reference to Consultancy and Student's placement & internships at Tesca Technologies	13-Aug	Mr. Ashutosh Agarwal Director	
8.	Opening of Placement Registration Camp	20-Aug onwards		For all UG/PG final year students
9.	'Topp Scholar' Campus Drive	27-Aug	Mr. Gaurish Purohit HR Manager	MBA final year students

• **September –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Deloitte Online test for Campus Recruitment	11-Sep		BCA and B.Sc. Maths/Physics final year students
2.	Deloitte Campus Recruitment	16-Sep		BCA and B.Sc. Maths/Physics final year students
3.	CA test for LAD course	18-19-20-21	Dr. Shivi Saxena Ms. Khishbu Bhardwaj	MBA Sem I students
4.	CA test for LAD course	19-20 Sep	Dr. Shivi Saxena Ms. Khishbu Bhardwaj	BCA Sem I students
5.	SAP online test for Campus Recruitment	20-Sep		BCA and B.Sc. Maths/Physics final year students
6.	CA test for LAD course	21-Sep	Ms. Khushbu Bhardwaj	MA-JMC Sem I
7.	EY online test for Campus Recruitment	23-Sep		B.Com pass Course, Honors & Professional final year students
8.	'Employability Mock Process Workshop'	23-24-25 Sep	Mr. Abhinav Bhardwaj Mentor and Motivational speaker	B.Com final year students
9.	Interviews for Student Placement Coordinators	24-25 Sep	Dr. Shivi Saxena	All students of the University
10.	CA test for LAD course	25-26-	Ms. Khushbu	BA-JMC Sem I

		27-28 Sep	Bhardwaj	
11.	Industrial Visit to Zee Studios	26-Sep	Mr. Devanshu Khatri Regional Manager, Zee Studios	MBA HR & ABM students
12.	Soft Skills & Personality Development Workshop	27-28 Sep	Ms. Nikita Bhatia Trainer & Image Consultant	Open for all students of University
13.	EY Campus Recruitment Drive	30-Sep	Mr. Ketan Bansal Recruitment Lead	B. Com Final year students

• **October –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Employability Workshop	10-11-12 October 2019	Ms. Akansha Manchanda	BBA
2.	TCS Campus Drive	11 October 2019	Online	BCA
3.	CV and Statement of Purpose Report	14 October 2019	Mrs. Vidya Suresh, Country manager, ESIGELEC India office	Open for all students of University
4.	Connect meeting with Ecohoj	19 October 2019	Mr. Ayush Sharma	NA

• **November –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	TCS Online test	07 November 2019	Online	BCA
2.	Inno data Interviews	18 November 2019	Ms. Parul Arora, Manager HR, Innodata	M. sc. Psychology

• **December –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Ecohoj -Guest Lecture	7 December 2019	Mr. Ayush Sharma	Open for all students of University
2.	Capgemini	12-13-14 December 2019	Online exam	BCA

- **January –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Job Fair	7 January 2020	In collaboration with Employment exchange state government	Open for all students of University
2.	Genpact Campus Drive	23 January 2020	Ms. Ankita Pritum	Open for all UG and PG final year students of University
3.	Imagin XP Guest Lecture	31 January 2020	Mr. Aman Sanjay	BCA and Visual Arts

- **February –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Policy Bazaar	5 February 2020	Mr. Saurabh Chauhan	MBA Final Year
2.	French Embassy Visit	6 February 2020	Mr. Rachit Dhawan, Campus France, Delhi	
3.	Imagin XP Campus Drive	10 February 2020	Mr. Aman Sanjay	BCA and BVA
4.	IDFC Bank	14 February 2020		MBA, BBA, and B.COM
5.	Activant solutions	15 February 2020	Ms. Shelly Gupta	B.Sc. MSc. Stats
6.	FIS	17-18 February 2020	Mr. Rohit Kumar Sharma	Open for all UG and PG final year students of University
7.	ICICI Prudential	19 February 2020	Ms. Kumari Saroj	MBA Pre final year

- **March –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Vishwa Samwaad Kendra	2 March 2020		Journalism Students
2.	Aachoo	19 March 2020		Graphic and Fashion Designing

- **May –**

S.No.	Name of the Activity	Date of Activity	Resource Person	Target group
1.	Teleperformance	7 May	Ms. Krati Jain	Open for all UG and PG final year students of University

TRAINING AND PLACEMENT CELL

Guest Lecture on UI Design

Date: 13 February 2020

Venue: Aditya Hall

The objective of the guest lecture was to make students aware about opportunities in UI Design. On 13th February, 2020 an interactive session was conducted by Mr. Aman Sanjay, Assistant Manager at ImaginXP coordinated by Mr. Yash, (BDM) Business Development Manager, Imagin XP at Aditya Hall. ImaginXP is a registered trade mark of Giggle Galaxy Private Limited and it is India's leading UX Design and Design Thinking organization.

Students from Department of Computer Science and Visual Arts were acquainted about the growing importance of UX design in the present scenario as well as in the coming future. Mr. Sanjay explained how UX design helps enterprises in their businesses by fulfilling the user's need and providing positive experience that keeps a user loyal to the product or brand. He also answered a few queries in context to the scope of UX design, its eligibility, etc.



Outcome: Students got to know about UI Designer as a career option. Students received a thorough knowledge and were acquainted about the growing importance of UX design in the present scenario, Students got to know about UI Designer as a career option.

Digital Marketing Workshop by IIM and Make Intern

Date: 2 -3 August, 2019

Venue: Ojas Hall

Participants: 70

Students of IIS Deemed to be University attended a 2 day workshop on digital marketing which was held on 2 -3 August 2019, organised by IISU Training & Placement Cell. Mr Kush Bhardwaj from IIM Indore was invited to address digital marketing to the students to enlighten us about the various concepts. Objective of the session is to impart knowledge on Digital Marketing. The workshop started by interacting with students and become interesting to learn. He encouraged students to make and present business plan through digital medium , Also he encouraged students about the awareness about basic concepts in digital marketing such as keywords, heat map and some more concepts. We discussed some components of digital marketing . The session ended by learning how to make blog online using google blogger.

Day:2

Second day started with welcoming sir, and cleared the doubts of the students, after that we made another business plan with different group, and we presented the idea and learn the various aspects of presentation. How to take attention of the audience. The day went with discussing other topics of digital marketing and learning the importance of using keywords in website , how to increase the traffic on the website. We learned different aspects of digital marketing. The session ended by selecting members for the digital club of the college. Outcome Students were made familiar with concepts of digital marketing.

Digital Marketing Workshop



Guest Lecture on Corporate Expectations: From Classroom to Cubicle

Date: 10th August 2019

Venue: AV Hall

Participants: 80

The Placement and Training Cell of The IIS (Deemed to be) University organised a guest lecture on 'Corporate Expectations: From Classroom to Cubicle' on Saturday, 10th August 2019 for the students of Management and Journalism. The objective of the session is to make students learn the various skills such as team building, levels of management, human skills, communication and response, adaptability to change and flexibility.

The session was taken by Dr. Archana Rathore, Assistant Professor, IBS Business School, Jaipur in Vinayak Hall of the University. The session aimed at educating students about the expectations of corporate industry and to help them reckon the challenges they will face on stepping into the corporate world. Dr Rathore threw light on subjects like society's paradigm, team building, levels of management, human skills, communication and response, adaptability to change and flexibility. The session was highly interactive and gained excellent participation from students. To conclude the session Ms. Khushbu Bhardwaj, Trainer presented memento to Dr Archana Rathore as a token of gratitude of the university. **Outcome:** students learn the various skills such as team building, levels of management, human skills, communication and response, adaptability to change and flexibility

Corporate Expectations: From Classroom to Cubicle



Employability Mock Process' Workshop

Date: 10th, 11th and 12th October, 2019

The Department of Management Studies and the Training & Placement Cell, IIS (deemed to be) University had organised a **Three-Day Workshop on 'Employability Mock Process'** held on 10th, 11th and 12th October, 2019 for the students of BBA Semester III and V. There were about **75** students participated in the Workshop. The Workshop was chaired by the Resource person Ms. Akansha Manchanda, Endeavor Careers, Jaipur. The key Resource person was felicitated and warmly welcomed by Dr. Shivi Saxena, Training and Placement Officer, IIS (deemed to be) University, Jaipur.

The objective of the Workshop was to develop the employability skills among the students and instill confidence in them.

In this Workshop, the following areas have been covered:

Day1 Preparation for Aptitude Test

The workshop was commenced on October 10th 2019. On the first day, Ms. Manchanda discussed about how to enhance aptitude and reasoning skills. She discussed various forms of vocabulary including the meaning, origin, pronunciation and usages of words, their synonyms and antonyms, as well as uses of idioms and phrases.

Day2 Techniques for Group Discussions and Mock Group Discussions

On October 11th 2019, the resource person discussed the techniques of participation in Group Discussions, Do's & Don'ts in Group Discussions, and conducted Mock Group Discussions for the students. There were about six Group Discussions held in the session. Each group consisted of 8-10 members. The topics of the discussion were related with current scenario. All the students actively participated in the mock Group discussions. At the end of each discussion, the resource person gave personal feedback to the students.

Day3 Tips for Personal Interview and Mock Personal Interviews

On the third day of the Workshop i.e. October 12th 2019, the resource person addressed the students about the tips for how to face Personal Interviews effectively. Mock interviews were conducted for all the participant students. During the mock interview, questions were asked from students like - introduce yourself, tell about your hobbies, strengths, weaknesses, career objective, and some specific questions regarding their discipline. This gave an opportunity to

the students to interact with the Resource person and her team for personal counselling. Feedback was also provided to each student on their performance.

Outcome: The workshop was successful in promoting the employability and aptitude skills among students. The sessions were very interactive with the students. It helped the students in promoting knowledge of reasoning, vocabulary and grammar. The workshop gave an insight on the use of communication skills, leadership skills, effective listening, outer box thinking, self-efficacy, Interview skills, and use of data and information during Group Discussions.

Report on professional makeup workshop

“Make up is an art and beauty are the spirit”

The workshop was on power dressing and professional make up organized by the Training and Placement cell of The IIS University was conducted by Pooja Khandelwal, make-up artist and currently an IISU student.

The workshop first focused on professional grooming. Grooming is presenting yourself. Ms. Pooja believed that grooming and make up must be as natural as possible. Since every time we use artificial chemical embedded products so she believed in using natural herbal products to take care of the skin naturally without harming.

The workshop next focused on how to do makeup, the do's and don'ts while applying makeup. She thoroughly explained the steps involved in it and also talked about the consistency, density and texture of layers on the face to give it a professional look.

This workshop was both theoretical and practical. Here, we had one volunteer on whom Ms. Pooja applied makeup to show the right way of doing so.

The workshop concluded with a very beautiful makeup on the volunteer's face. To conclude the conclusion of the workshop when art, spirit, and nature comes together it creates an innate beauty.

Three Day Workshop on 'Employability Skills'

Participants: B.com & B.com (Hons) Semester V

Venue: Aditya Hall

Coordinator: Dr. Shivi Saxena

Training and placement cell in association with Endeavor organized a 3-day workshop on preparation for Aptitude test, Group Discussion and Personal interview on 23rd, 24th and 25th Sep 2019.

The workshop was organized for B. Com final year students to prepare them for their placements. The aim of the workshop was to guide the students about the placement process practically.

The resource person for DAY 1 was Advocate Abhinav Bhardwaj. He is a mentor and a motivational speaker for aspirants of prominent jobs and exams. He talked about the prerequisite requirements to sit for placements, how to enhance the Resume, myths about GD and PI, tips to crack Aptitude test, Group discussions and personal interview.

Day 1 workshop was concluded by Mr. Anmol Singh who conducted a mock aptitude test for the students to know their command on the aptitude subjects.

Day 2 Mock group discussion was conducted. It was evaluated by Advocate Abhinav Bharadwaj and Ms. Akanksha. Students were divided in group of 4. GD topics included- Abrogation of Section 370, views on live in relationship, do short cloths leads to rape and reservation. Evaluators gave their inputs at end of each GD to every student on how better they can present their views.

Day 3 Mock Personal Interview was conducted by Ms. Akanksha. This conversational exercise resembled a real interview which helped students to understand what is expected in a real job interview and helped them to improve their self-presentation.

JOB FAIR

Date: 7th January 2020

Venue: IISU Campus

The IIS (deemed to be university), Jaipur and Sub Regional Employment Office, Jaipur organized State level Skills, Employment and Entrepreneurship Assistance Campaign 7th January 2020. The event was organized in the University ground. The inaugural ceremony was held in AV Hall. Ribbon cutting ceremony was done by Dr. Samit Sharma, Director, S.E.E, Mr. Rajeev Pandya, ADM Jaipur District and Dr. Ashok Gupta, Vice Chancellor of IIS (deemed to be university).

Apart from UG and PG students of IIS (deemed to be University), the Job Fair was also open for other female students from other colleges of Jaipur wherein, along with the placement opportunities to final year students and alumnae, attention was also given to the internships for first year and pre final year students. Recruiters such as, Genpact, Fortis hospital, EHCC, Hotel Crown plaza, Hotel Clarks Amer, Inox leisure ltd., etc. participated in the event and offered jobs and internships to a good number of students. The event was attended by approximately 500+ students, and more than 300 were selected for placements and internships.

Sub Regional Employment Office also organized a lucky draw for all the participants of the event. All the lucky winner won exciting gifts at the end of the event.

The entire event was well-coordinated by Student Placement Coordinators Under the guidance of Dr. Shivi Saxena, Placement officer, The IIS (Deemed to be) University.

Soft Skills and Personality Development Workshop

Date: 27-28 September, 2019

Venue: Aditya Hall

Topic: Soft Skills and Personality Development

Participants: 90

A two days' workshop on Soft Skills and Personality Development by Ms. Nikita Bhatia from Accenture attended by 102 students of the IIS University from 27-28 September.

Topics covered on day 1 were Interpersonal Behavior, Transactional Analysis, Johari Window, Emotional Intelligence, Self-Awareness and Self-Management and SWOT Analysis of oneself that comprised of some test to understand student's ego state, their relationship with himself and others which gave the student's an opportunity to know their capabilities and strength.

Topics covered on day 2 were First Impression, Body Language (including standing, sitting and palm postures and gestures), Interviews and Group Discussion which helped the student's to pleasantly present themselves in any formal gatherings.

It was a knowledgeable and enlightening experience for everyone.

Soft Skills and Personality Development Workshop



Talk Journalism

With the changing needs of media that is undergoing these days; there is a requirement for platforms where the learners can take a step towards initiating the media dialogue. Aiming towards the same the Training and Placement cell of IIS (deemed to be) University became the bridge between the students of journalism department and the 6th Annual Talk journalism - 2019 which took place between 20-22 September, 2019 at Hotel Fairmont, Jaipur.

Talk Journalism is an event which enables students to listen and interact with various prominent journalists from many media houses. This year to promote the learning of the working of the news agencies and news industries which is why a newsroom was made. The Training and placement cell called out to all the interested candidates to sum up in 100 words that why should they be the part of Newsroom. Anisha Singh, Sapna Isswani and Shruti Bohra finally got the selection mail from Talk Journalism for the same.

Various famous personalities like MP Mr. Shashi Tharoor, the veteran Media personality, Indian TV anchor, writer and Managing director of NDTV Mr. Ravish Kumar, the political satirist, columnist, podcaster and author Mr. Cyrus Broacha, the Indian television journalist and anchor of CNN-News 18 Mrs. Marya Shakil and many such personalities were the prime speakers at the forum.

Our students got the golden opportunity to intermingle with them, ask questions and video interview them behind the scene and report their sessions as well, Anisha Singh covered a story on Mr. Tharoor's session and that even got published in DainikBhaskar. She even covered the Ravish Kumar story in Hindi. Sapna got to have a video interview of Mrs. Marya Shakil, Mrs. Deepal Trivedi (Editor, Ahmedabad Mirror) and Ms. Nistula Hebbar (editor- Politics in National Bureau of The Hindu), and Ms. Prerna Sahini (city editor- Dainik Bhaskar). They even learnt how news room works at different Hierarchy and what perception to have in mind while writing a new beat, how to do the field work, what and how a reporter does; from classroom to newsroom how the transition takes place.

The aspiring journalists in making from the university got recognized for their work and was rewarded in form of bylines of various stories for the same. Anisha got to cover 5 Hindi stories and begged the Best Reporter of the newsroom. Shruti Bohra got 4 Hindi stories and 1 English story. Sapna got bylines for 4 English stories and credits for 5 pictures and 3 videos. They learnt various tips from many sessions and seemed to have an amazing and a very memorable experience.

Resume and Statement of Purpose

A two-hour workshop was held on 14th October, 19 in The IIS University, Jaipur which was open for all the students of the university. The workshop focused on building a student's resume and the Statement of Purpose. The workshop started around 1 pm with the felicitation of the guest speaker who was Mrs. Vidya Suresh, the country manager, ESIGELEC India office.

In the first half, Mrs. Vidya Suresh emphasized on the significance of resume. She elaborated some of the characteristics of a good resume. She also explained the format of a CV which has to be in the reverse chronological order. She highlighted some of the main points which has to be included in the person's CV and those were: Personal contact details, Professional experience, Educational qualification, language skills, computer skills, Personal interests, References. She also emphasized on the importance of using some of the action words that can make a resume more attractive. In the educational column of the resume-Specializations, ranks, honors, awards, publications etc. are to be included to get an overall review of the person's performance.

Other things like attending a workshop, learning a new language could also be included. She also mentioned things that don't work in a CV which include spelling errors, lack of personal details, poorly presented photograph, fancy formatting etc. The second half was all about how to write a Statement of Purpose. The student has to understand that it is not a literary exercise. The answer to the following questions has to be there in the SOP: -

- What do I wish to accomplish?
- How did I arrive to this choice?
- How will this impact my future career plans?
- What style am I going to adopt?
- Who's my audience?

She also suggested checking the SOP, editing it, rewriting it and asking a family member or a friend to read the document to provide suggestions. The things that are to be taken into consideration when writing an SOP is, to avoid lies, plagiarism, flattery, childish sentences.

The workshop was wrapped up around 3 pm. The efforts of Mrs. Vidya Suresh ji were appreciated and encouraged by the staff as well as the attendees. There were a lot of questions put up by the audience which impressed the guest speaker. She showed her willingness for such workshops more in the in the coming future which is certainly motivating and encouraging both for the students as well as the faculty.

Industrial Visit to Zee Studio

Date: 26 September, 2019

An Industrial Visit to **ZEE STUDIO**, Sitapura, Jaipur was organized by the Training and Placement Cell and Department of Advertising and Brand Management. Dr. Shivi Saxena and Dr. Shubha Meghwanshi facilitated the visit for students.

The studio stands as one of its own kind, spread over 4 acres of land, with 4 studios in the premises. During the visit, the students were acquainted with the Pre and Post recording sections viz. Screening, Recording, Editing Sound and Screening. **Mr. Devanshu Khatri**, Centre Head, ZIMA & ZICA Jaipur Rajasthan briefed the students about ZEE Studio. He introduced ZEE's journey through a presentation. Zee started its journey from Adampur. It has 96 years of legacy. Mr Subash Chandra is Chairman at ZEE. ZEE is currently having more than 70 channels around the world. He enlightened all the students about the various zee group such as Z-Learn, Z-media, Z-news, dishtv, ZEE Gold, Essel world and play win. He also briefed students about the ZEE institute "ZIMA "&" ZICA" for learning short and long term courses for students to enhance their skills.

Mr. Devanshu also informed the students about the job opportunities for the students in the field of media and television. He inducted students about the programmes offered by Zee for career enhancement. The visit ended with a detailed question-answer round put forward by the students.

Session on Incubation Centre

A session was held on 20.08.19 in the meeting room of IISU campus on 'Handholding Budding Student Entrepreneurs by establishing Incubation Center'.

And was attended by the HD of all professional courses of IIS deemed to be University.

The session covered the necessity of Incubation center on campus and the requirements for the same. The speaker started the session, elaborating the necessity of incubation center. He apprised the audience about the Government funding policy for campus incubation center. He also told that Government focuses on entrepreneurship to create more businesses.

The role of the Incubation Center was explained, which basically motivates the students for idea generation. It helps students from idea generation to up scaling business.

The speaker informed that, there are five stages of setting up the cell –

1. Idea generation – Placing an idea drop box in the campus can be a good source for collecting ideas from the students. This provides a good thrust area for incubation center.
2. Infrastructure for establishing the center
3. Concept of businesses – Registration of the start - ups from campus. IPR cell to help for the same.
4. Funding – university should also provide seed funding to the start-up companies, which can be from 1 lac to 10 lacs.
5. Mentoring – A mentor to be appointed, who shall have experience in the same area. Faculty members can be real mentors.

The student start-ups shall be linked with local start-up incubation groups. Co-working spaces shall also be provided to multiple start-ups. The University is required to have incubatees, when planning to establish the incubation center.

The companies which may be established in such start-up can be digital marketing, event management, CA firm, IP firm, photography etc.

LAD Course

LAD (Learning and Development) Course was started in 2019 under training and placement cell.

Course Objective:

A short duration workshop has a short impact and works only as a confidence booster with no overall change in habit and behaviour of a student. Whereas, earlier when the University had the provision of Soft skill classes inculcated in the time table, the response from the students was very good. Keeping this objective of overall personality development and habit building in mind, the University has decided to imbibe the Learning and Development program for its professional courses which have credits attached to it.

1. AECC (Ability Enhancement Compulsory Course)/Foundation Course: Learning and Development was started in 2019-2020.
2. Learning and Development (LAD) course is offered in the following programs.
 - a. UG- BBA, BCA, B.A.JMC
 - b. PG- MBA, M.A.JMC
3. 2 Credits per semester are given to each course.
4. Total number of students under the LAD course are 217 at both the UG and PG level in the year 2019-2020.

Learning Outcomes:

After this course the students will

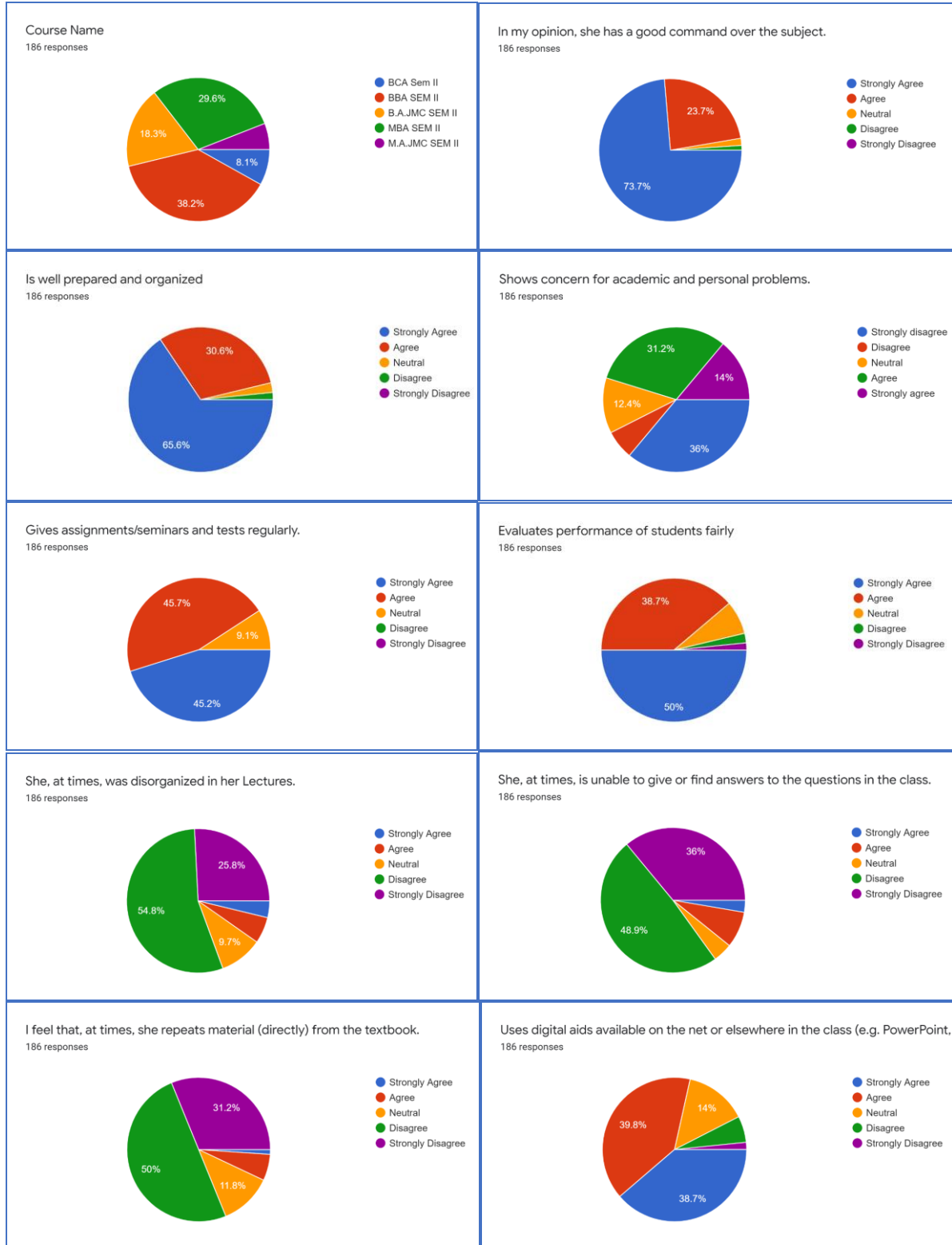
1. The students will build strong verbal and written communication skills.
2. Reading habit will be developed in the students after the course completion.
3. Students will overcome public speaking fear.
4. After the course completion, students will understand the business etiquette, how to behave in a social setting and Netiquette.
5. Time Management is another learning outcome with both theoretical and practical (in bound and out bound) activities.
6. Students will learn how to create industry specific resume both online and offline.
7. Students will overcome the fear of group discussion through various public speaking activities, group discussions and JAM sessions.
8. Students will learn the concepts of professional grooming, behaviour and first impression.

9. Students will learn the personal interview techniques through mock interviews and practice sessions.
10. After the course completion students will learn aspects of personal branding, creating online resume at various platforms, such as Naukri and LinkedIn.
11. Students will learn team work, overcoming stress and practicing soft leadership.
12. This course will help them work on their body language.
13. Students also learn to create their own blogs, on platforms such as blogspot.com and wordpress, Vlogs on youtube and Instagram.
14. This course will help students imbibe the habit of using Social Media as a medium of professional connection with the industries.

Syllabi with progressive approach with the following modules was developed,

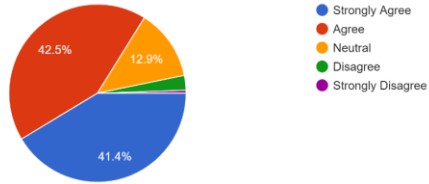
1. Personality development and communication skills
2. Entrepreneurship practical, personal branding and social media branding
3. Resume building, group discussion and personal interview
4. Presentation skills
5. Public speaking, and business etiquette
6. Conflict and stress management
7. Team work and leadership

COURSE EVALUATION – LAD 2019-2020



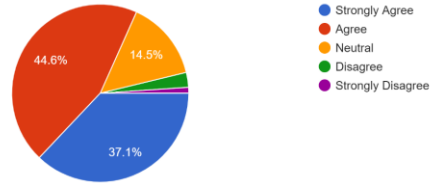
Uses various methods of collaborative work online (Google Docs, Drive, File Sharing).

186 responses



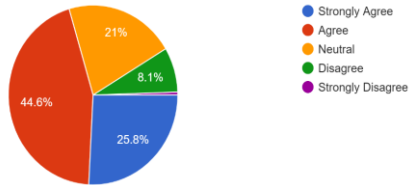
Shares web links/URLs in her lectures.

186 responses



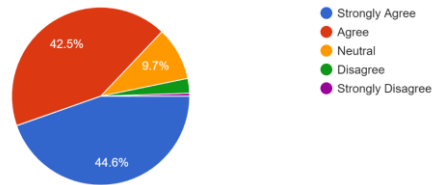
Posts/Assesses assignments, lecture notes for students on metacampus or through email

186 responses



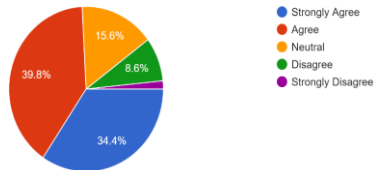
Creates her own digital resources (e.g. PowerPoint, videos, audio).

186 responses



Makes you aware of e-resources (e.g. IISU e-library, different MOOC courses, and Webinars on the topics related to the subject).

186 responses



Feedback: -

1. Teaching style is good ,interesting and enjoyable,understandable.
2. □□
3. Brilliant person
4. Can give more interesting assignments
5. Classes can be more creative
6. Completely satisfied.
7. Everything is on place and good , no suggestions.
8. Excellent teacher
9. Good
10. Good nature
11. Has a very friendly, understanding nature towards the students.
12. Her suggestions helps the students a lot.
13. I feel that we need more opportunities to build our cv
14. I personally feel she is a good teacher n a environment changer. She easily occupies the surroundings and makes others too.
15. I want to say that ma'am is well coordinated and organized but i personal feel that ma'am give assignment on time so that we submit it on time
16. In this semester I saw a lot of change inside her, now i like her way of teaching ♥
17. Interactive person
18. Its amazing course has helped me improve a lot
19. More activites related to personal development
20. More personal evaluation
21. More use of ppt, or word can be there.
22. Nice guider
23. Nice tutor
24. No need of it. As whatever ma'am is teaching is the best
25. No suggestions she has a good command over the subject
26. No suggestions. She is a good teacher.
27. No, as she teaches amazingly.
28. No, she did everything in perfect manner.

29. No, everything is good and she is attentive to..
30. No.. Everything is good
31. Not any suggestion , i think she is good in teaching her subject.
32. Not interested to give suggestions
33. Organized at her lectures
34. Outdoor activities
35. Please, stop doing GD so much.
36. She can be little more interactive
37. She corrects our personality whenever we are wrong
38. She helps everyone build their confidence with the way she teaches.
39. She is a great teacher and has a very friendly vibe.
40. She is a nice teacher
41. She is amazing in her subject
42. She is an amazing trainer. I love her way of training!
43. She is good enough and we love her as well the way she makes things clear is outstanding
44. She is so friendly with student and helps with every problem we need
45. She is very good teacher
46. She is very polite in her behaviour
47. She is very reliable and almost perfect (bcuz nobody is 100% perfect), she doesn't need any suggestions
48. She is well organized and understands all problems in matter of the subject.
49. She motivates student very much.
50. She should share ppts and pdfs with us too
51. She should smile a little more
52. She's a good teacher!
53. Sometimes pulls down the confidence.
54. Tell how to increase confidence
55. There's nothing to be suggested, khushbu ma'am is perfect!
56. To incorporate outdoor activities as well.
57. Want more assignment related to public speaking
58. You're good keep going.

LAD Achievements

The employability and personality development trainings under the LAD course was not only given to the students of professional courses, but students from other streams were also trained as various levels.

S. No.	Duration	Topic	Participants
1	3 Days	Employability Skills	University Wide
2	2 Days	Resume Building and Interview Skills	Fashion Designing
3	10 Days	Soft Skills Training	B.COM and BBA

Blogs new interests

One of the outcomes of the LAD trainings is that the students have created a flare of new interests and have started creating and posting their blog posts on various platforms such as

- Blogspot (blogger.com)
- Wordpress.com
- Instagram

This has improved their critical thinking and creative writing

Few links are shared below

- <https://livingtheheart266354990.wordpress.com/2020/02/18/binge-watching/>
- <https://nocuerr2001.blogspot.com/2020/02/photography-from-my-vision.html?m=1>
- <https://ganikakodnani.blogspot.com/?m=1>
- <https://diyakhandelwal05.blogspot.com/2020/04/natural-healer.html>
- <https://traditiondiet.blogspot.com/p/traditional-diet-and-immunity.html>
- <https://fromblankpaperstoaccentwalls.blogspot.com/2020/02/everything-is-art.html?m=1>
- <https://thatmathurgirl.blogspot.com/2020/02/cant-makeup-and-men-go-together.html?m=1>
- <https://magazine.xpert.tv/7-things-leena-nair-believes-in/>
- <https://magazine.xpert.tv/how-xpert-helped-me-discover-my-idol/>
- <https://magazine.xpert.tv/7-statements-to-prove-twinkle-khanna-is-the-ultimate-savage/>
- <https://magazine.xpert.tv/deepika-padukone-14/>

Students got the opportunity to showcase their talent in the university by conducting technical sessions, which boosted their confidence and gave them a wide platform

- Pooja Khandelwal from Psychology department

Venue: AV Hall

Participants: More than hundred

Topic: Professional Grooming and Makeup

Students have worked part time and have gone for a 6-month internship project.

Companies where the students have gone for Jobs and 6 Month internships are

1. Ecohoy
2. Taj Rambagh
3. RUJ elecom
 - a. An MOU with the university is under process so that an ongoing partnership can be maintained.

In order to use the lockdown period in the most productive way, we used Facebook as an online medium to study with the students.

the modules cover-

1. Developing the positive attitude
2. Communication
 - a. Written
 - b. Verbal
 - c. Non-Verbal communication
3. Time management
4. Stress Management
5. Procrastination
6. Resume- GD-PI
7. Etiquette
8. First Impression
9. Personal Branding
10. Public Speaking
11. Motivation
12. Mental Models
 - a. Values, ethics and Principals
13. Blogging
14. Presentation Skills

We understand that the time is difficult and a lot different from the summer vacation. Therefore, the students are closely connected through **Facebook learning groups**.

Benefits

1. It allows any group administrator to format the content into structured units so that groups can author and deliver courses to members.
2. Group members can click I'm done to let the admin know they've interacted with the unit.
3. Admins can view group insights and see details on unit and post-completion.
4. Connectivity issue is not faced by the students or the faculty, because students have a window of 12-24 hours (as per the deadline given) to study and submit the assignment as per their convenience.
5. Keeping in mind the subject matter, pressure from other subjects and household chores students might be busy in, this feature gives them enough flexibility to study and respond at their time.
6. Any "homework" or the assignment can be posted in the post's comments or on the Discussions tab.
7. What once posted here remains here and students can go back anytime to look back and revise the modules and improve.
8. Zero stress to install any application or worry about the lighting and background, students can learn at their pace.
9. Since there is no fix time, Maximum participation is observed due to flexibility.
10. For the rest of the assignments, we are also using G-Mails and Meta-Campus.
11. Quizzes are conducted on Facebook learning group.

Other applications that we using in conjunction with the Facebook are

- 1) LinkedIn
- 2) Blogger
- 3) YouTube
- 4) Instagram

A few glimpses of our online learning

Unit 1: Understanding Resume making

(New post) Link

(New post) Post

See All 2 Posts

Unit 2: Mastering Group Discussion and personal interview

Group Discussion.pdf File

Group Discussion.pdf File

(New post) Post

See All 5 Posts

Unit 3: Greeting and Managing people and social skills

Discussion topic 2 Post

Discussion topic 1 Link

Whom to introduce when and social etiquette.pdf File

See All 3 Posts

Unit 4: First and Lasting Impression: Business meeting etiquette

Grooming and body language.pdf File

See Post

Unit 5: Mock GD-PI Sessions

No Posts

← Units

Unit 2: Public speaking: Building network

Topic 1 Post

(New post) Post

See All 2 Posts

Unit 3: Fitting in the mix: Blogging your passion

No Posts

Unit 4: Icebreaker: getting to know each other

No Posts

Unit 5: Laws of teamwork

Discussion: Law of Niche Post

The law of Niche- Story.pdf File

Assignment - 2 Post

BCA LAD 2019-2020 >
PRIVATE GROUP · 19 MEMBERS

Write something...

Announcements [SEE ALL](#)

Khushbu Bhardwaj
11 Apr at 15:23 · 📎

Let's do something innovative and interesting...

Let's create a 30-50 second video diary Vlog..share any one or all ...

- 1) Your quarantine experience
- 2) Your Views on what's happening around
- 3) Your routine
- 4) Suggestions ... See more

Chiranshi Mathur and 7 others

Like Comment

New activity SORT

Khushbu Bhardwaj
7 Apr at 14:42 · 📎

Why is it important for a person to find his or her niche?

UNIT 5 - LAWS OF TEAMWORK Discussion: Law of Niche [SEE UNIT](#)

Chiranshi Mathur and 4 others 9 comments

Like Comment

LAD B.A.JMC >
PRIVATE GROUP · 40 MEMBERS

LAD BBA >
PRIVATE GROUP · 72 MEMBERS

Write something...

Announcements [SEE ALL](#)

Khushbu Bhardwaj
11 Apr at 15:20 · 📎

Let's do something innovative and interesting...

Let's create a 30-50 second video diary Vlog..share any one or all ...

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2 1 Comment

Like Comment

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1 Comment · Seen by 4

Announcements [SEE ALL](#)

Khushbu Bhardwaj
Admin · 11 Apr at 15:25 · 📎

Let's do something innovative and interesting...

Let's create a 30-50 second video diary Vlog..share any one or all ...

- 1) Your quarantine experience
- 2) Your Views on what's happening around
- 3) Your routine
- 4) Suggestions ... See more

3 comments

Like Comment

New activity SORT

Khushbu Bhardwaj
Admin · 6 Apr at 15:58 · 📎

What changes are you expecting in people, in their behaviour, working style, and other things, after this pandemic recovery?

Share your opinion

Deadline : Tomorrow EOD

UNIT 1 - DEBATE ON CONTEMPORARY ISSUES TO ENHANCE SPEAKING SKILLS OF STUDENTS [SEE...](#)

Khushbu Bhardwaj
Admin · 6 Apr at 15:44 · 📎

Goal Setting

Watch this video with this group [START](#)

4 Seen by 4

Like Comment

Khushbu Bhardwaj
Admin · 6 Apr at 15:43 · 📎

Goal setting

Watch this video as a support to your goal Setting module. Ask me questions in the comment section, if any.

Watch this video with this group [START](#)

5 Seen by 5

Like Comment

Khushbu Bhardwaj shared a post.
Admin · 5 Apr at 16:30 · 📎

I ain't accepting emails
If you aren't writing
Subject
Salutation
Greeting
Body and a proper

The behaviour which I expect is that they will pay more attention to sanitization and its importance. They would be more health and diet conscious. Major thing is being missing the ones with whom we used to be and how we used to paint the town red with them. Goals for 2020 is to go to a restaurant with friends and to ENJOY. People surely be very very happy and give importance to their work and be...

6 d Like Reply

Khushbu Bhardwaj Tanu Sharma that's t...

Shradha Kukreti
People are becoming more social on phone calling their near and dear ones more frequently, they are getting time to take care of their health, some people who are staying alone are preparing food for themselves learning new tricks and trades, people are doing yoga at home and are pursuing their hobbies also. People will become more focussed on their work, now most of them are aware of the cle... See more

6 d Like Reply

Khushbu Bhardwaj Shradha Kukreti am...

Shradha Kukreti Thank you ma'am

Reena Balani
In my opinion, the end of this NOVEL CORONAVIRUS will itself be a big achievement for our nation and for the world. But the effects of this novel virus could be long lasting. As a result of this pandemic, we might have to face inflation and some other problems. General people, daily wage workers and poor families are suffering the most due to this lockdown and novel coronavirus. People will che... See more

6 d Like Reply

Khushbu Bhardwaj Reena Balani graattil L...

Reena Balani Thank you ma'am

Nishita Chacha
In my opinion, I think people will cherish even the smallest happiness in their life like meeting their loved ones. As a

LAD M.A.JMC >
PRIVATE GROUP · 13 MEMBERS

Units Announcements Watch party Photo

Write something...

Live Photo Recommend

Announcements SEE ALL

Khushbu Bhardwaj
11 Apr at 13:21

Let's do something innovative and interesting...
Let's create a 30-50 second video diary Vlog, share any one or all ...
1) Your quarantine experience
2) Your Views on what's happening around
3) Your routine
4) Suggestions ... See more

Like Comment

Popular post topics X

Discussion Topic 1

New activity SORT

Alfisha Khan
Founding member · 57 mins

Hello everyone, 😊
Hope you all are doing good,
So here's my first vlog which includes a small incident of my life and also few tips to handle stress and anxiety in this lockdown period.

You and 1 other 2 comments · Seen by



LAD M.A.JMC

Sapna Isswani
Founding member · 12 Apr at 00:06

Quarantine experience VLOG!
FIRST TRY 🙏

LAD M.A.JMC

Piyusha Agarwal
Founding member · Yesterday at 17:20

Vlog
First time
Thank you **Khushbu Bhardwaj** ma'am for this task

Khushbu Bhardwaj shared a post.
4 Apr at 23:21

LinkedIn Etiquette
<https://www.instagram.com/tv/BjBneQDP47/?gshid=18528b3f5gwqe>

INSTAGRAM.COM
Instagram Post by Love Affair
Wid Life · April 4, 2020 at 1...

UNIT 1 - UNDERSTANDING RESUME MAKING (New post)

Like Comment

Khushbu Bhardwaj
4 Apr at 23:16

Difference between resume and CV

Each of your choice is

en-Spanish
modifying Monsoon
of Anon
both Government
of fondly
the Compendia Manu

Khushbu Bhardwaj
6 Apr at 16:04

How do you think lightening diyas and making sounds is helping us in the uncertain pandemic situation we are dealing with?

Discussion Topic 1

1 22 comments · Seen by

Like Comment

Khushbu Bhardwaj uploaded a file.
11 Apr at 16:54

Go through this ppt and ask questions, if any.

PDF
Commin and hndu lmsuone.pdf

Set up your group

15:16 63%

BE ADDICTED TO PASSIONS, NOT YOUR DISTRACTION

LAD MBA >
PRIVATE GROUP • 75 MEMBERS

Units Announcements Watch party Photo

Write something...

Live Photo Recommend

Announcements [SEE ALL](#)

Khushbu Bhardwaj
Admin • 11 Apr at 15:22

Let's do something innovative and interesting...

Let's create a 30-50 second video diary Vlog..share any one or all ...

- 1) Your quarantine experience
- 2) Your Views on what's happening around
- 3) Your routine

Set up your group

12 >

Rupali Jain
20 h Love Reply

Khushbu Bhardwaj Rupali Jain loved it

Rupali Jain Thankyou so much mam

Rupali Jain
Here I share my daily routine also whatever I did and do in this quarantine days. Something's are not mentioned like working on my vocabulary and my personality. It's just a small glimpse of my days as I had limited time to show. I hope you guys are safe and having a good time with your family.

20 h Love Reply

Bhavya Gupta

14 h Like Reply

Mahi Tambi

14 h Like Reply

Mahi Tambi
7 h Like Reply

Mahi Tambi
As I love to cook...so with studies I do cooking...I spent my quarantine days by cooking new new dishes....#stayhome #besafe

7 h Like Reply

Simran Kaur
As we all complain that we don't have enough time for workout , learning new skills, so during quarantine I'm utilising these time staying healthy and fit with family and also taking up online courses to enhance my skills.
#stayheathy #stayhome

4 h Like Reply

Neha Garg

4 h Like Reply

MY QUARANTINE ROUTINE

Write a comment...

15:17 63%

12 >

Tanushree Maheshwari
As we all know due to CVOID -19. We all spend our time in our house with our family . In this quarantine days I am watching Ramayana and playing indoors games with my cousins and eating lots of foods that is my experience of quarantine days .

21 m Like Reply

Tanushree Maheshwari

13 m Like Reply

Joies Rathore
The fun and time spent that I could not do with my family in 6 years. Now I am doing all this things in this quarantine time. Because there is very little time to gather the whole family. I am most happy because I got to spend time with dad. There was very little time to spend with Dad. Because of Quarantine, we are a whole family together. It feels great staying at home. I get to learn a lot from... See more

9 m Like Reply

12 >

Kamakshi Bhargava and 15 others >

View previous comments...

Dolly Tekchandani
I belive social skills are very essential. These skills help you in every aspect of life. These skills portray who we are, who we are our values. Helping people will display your good character and also make you trustworthy. Social skills also helps you in meenting your inner soul and when you help others it makes you more happy and relaxed. In todays competitive world this skill plays an important... See more

1w Like Reply

Ritika Vyas
Yes !! According to me social skills are required to succeed in life. For us it creates many opportunities in maintaining social network. As networking helps to grow and surround with the people. If you have good social skills then it will help you to have good conversation with others, understanding people and sense their needs. Your social skills will allow you to meet new people, make new friend... See more

1w Like Reply

Darshika Parmar
I think social skills are important in the modern labor market because computers are still very poor at simulating human interaction. Skill in social settings has evolved in humans over thousands of years. Human interaction in the workplace involves team production, with workers playing off of each other's strengths and adapting flexibly to changing circumstances.

1w Like Reply

Nandini Agarwal
In some way social skills influence one's success as these skills help to present yourself at workplace. The way you interact and maintain relations portray your skills but at the end of the day your works speaks and at workplace only maintaining relations won't help one need to work hard. Also, it totally depends on an individual

1w Like Reply

Khushbu Bhardwaj created a poll.

While sending an email message you should specify a relevant subject that conveys the intent if the message. This is because a message sent without a subject

- is likely to be ignored or omitted by the recipient
Added by you
16 votes
- enables the other person to identify the relevance of the message
Added by you
16 votes
- enables the other person to determine the time limit for taking action
Added by you
1 more...

1 Comment

Khushbu Bhardwaj uploaded a file.

Whom to introduce when and social etiquette.pdf

UNIT 3 - GREETING AND MANAGING PEOPLE AND SOCIAL SKILLS
Whom to introduce when and social etiquette.pdf

10 Seen by 10

Khushbu Bhardwaj shared a link.

<https://business.linkedin.com/talent-solutions/blog/linkedin-best-practices/2016/7/linkedin-profile-summaries-that-we-love-and-how-to-boost-your-own#bruce>

1 Like

Set up your group

Write a comment...