



The Poona Gujarati Kelawani Mandal's  
Haribhai V Desai College (Arts, Science and Commerce), Pune 411002

### NOTICE

All the students of M.Sc. Part I and Part II Environmental Science are hereby informed that, the Department of Environmental Science has organized **Workshop on Presentation Skills** on 29<sup>th</sup> January, 2019. This workshop aims to equip you with the fundamental knowledge and expertise required to present your project research work.

Date: 29<sup>th</sup> January, 2019

Time: 11.00 am to 1.00 pm

Mrs. Amruta Chavan  
Activity Co-ordinator

Haribhai V. Desai College of Arts, Commerce and Science, Pune - 2

ACTIVITY REPORT

❖ Basic Detail:

Name of The Activity: Workshop on Presentation Skills.			
Date	Faculty	Department/Committee	Coordinator name & Phone No.
29.01.2019	Science	Environmental. Sci.	9960565709
Time	Venue	Activity for class / group Expected student number	Nature : Outdoor / Indoor
11:00 - 1:00 p.m	Commerce Lab.	39	Indoor

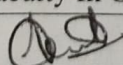
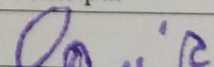
❖ Support/Assistance:

Associate Department/Teacher :	Ms. Amruta V. Charan Env. Sci. Dept.
Audio Visual Instrumentation needed :	Projector.
Non-Teaching staff assistance :	Mr. Akshay Jindapurkar .
Lecture timing Adjustments details :	-
Finance Assistance :	Not Required .
Media/News Assistance :	-

❖ Brief Information about the Activity (Criterion no - )

Topic/ Subject of the activity	Presentation Skills
Objective for conducting the activity	To impart presentation skills to showcase their project work
Methodology	Powerpoint Presentation
Expected outcome	Students will be able to Present Project Work

❖ Recommendations form:

Coordinator EVS Dept.	Faculty In Charge	Vice Principal	Principal
Dr. R.B. Patwardhan R.B. Patil			

Date of Proposal Submission:

IQAC Cell:

1. Activity no as per the Departmental Activity Schedule:
2. IQAC Cell Activity Number:
3. Details and Proofs of activity after completion submitted on:  
(Proposal submission form, invitation to guests with their acceptance, Student/participation with signatures, activity report duly signed and completed, Photos)

