

Ref: SCE/STUTI/Permission Letter

From,

Convener
STUTI(Career Guidance and Placement Cell)
Sapthagiri College of Engineering
Bangalore - 560057.

Through

IQAC COORDINATOR
Sapthagiri College of Engineering
Bangalore - 560057.

To,

The PRINCIPAL
Sapthagiri College of Engineering
Bangalore - 560057.

Respected Sir,

Subject: Requisition to conduct training on Aptitude & personality training for 3rd sem
from 11th February 2021 to 13th February 2021.

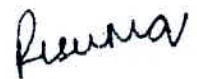
In the benefit of student welfare STUTI is Conducting training on Aptitude & personality
training for 3rd sem from 11th February 2021 to 13th February 2021. So we request you to
kindly approve for the above.

Sl.No.	Particular/Head	Amount in Rupees
1	Honorarium	3,20,059/-
2	Breakfast, Tea, Lunch, High Tea	2000/-
3	Certificates	10,000/-
4	Miscellaneous	1000/-
	Total Amount Allocated in rupees	3,33,059/-

Thanking you



Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore-560 057



Convener

SUMA VISHWANATH
Group Head HRD
Sapthagiri College of Engineering
Sapthagiri Institute of Medical
Sciences & Research Centre

Ref: SCE/STUTI/Circular

Date: 08/02/2021

CIRCULAR

This is to inform that all STUTI team members to attend the meeting held on 09/02/2021 at 2:30PM in placement department.

Agenda of the meeting:

1. To Discuss about resource person for training, and to finalize Conduction dates.
2. To Discuss and finalize about Course content.

Sl. No.	Name	Designation		Department
1.	Mrs. Suma V Hiremath	H R Manager	Convener	PLACEMENT
2.	Mrs.Madhushree	Asst. Professor	Co-Convener	CSE
3.	Mr.Murali Krishna.K	Asst.Professor	Member	EEE
4.	Mr.Rajiv.T	Asst. Professor	Member	CV
5.	Kavya M.V	Asst.Professor	Member	BT
6.	Praneetha G.N	Asst. Professor	Member	ISE
7.	Mr.Madhukumar .Y.C	Asst.Professor	Member	ME
8.	Shobha H	Asst.Professor	Member	ECE
9.	Pooja K R	Student Representative (ISG17CS058)	Member	CSE
10.	Sharan S	Student Representative (ISG17CS078)	Member	CSE


Convener

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Group Head HRD
Sapthagiri College of Engineering
Sapthagiri Institute of Medical
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PRINCIPAL

Principal

Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

Ref: SCE/STUTI/MOM

Date: 09/02/2021

MINUTES OF MEETING

The meeting was held by Convener STUTI team on 09/02/2021 at 2:30PM in Principal cubical.

Agenda of the meeting:

To Conduct Aptitude & personality training for 3rd sem from 11th February 2021 to 13th February 2021.

1. Discussed about resource person, conduction date from 11th February 2021 to 13th February 2021 also decided Resource person from Skill factory.
2. Discussed about Course content and finalized.
3. Informed STUTI team to coordinate with Skill factory to conduct Placement training smoothly

DATES	SESSION 1 (8:30AM TO 12:30AM)	SESSION 2 (1:30 TO 4:30PM)
11/02/2021	Introduction to Communication Soft Skill • Verbal Communication	Communication Skill • Non Verbal Communication
12/02/2021	• Visual Communication • Written Communication • Persuasion	• Active Listening • Clarity • Presentation Skills
13/02/2021	• Public Speaking • Diplomacy	• Story telling • Empathy

Convener

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Group Head HRD
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PRINCIPAL


Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

Sapthagiri College of Engineering

(Affiliated to Visvesvaraya Technological University, Belagavi & Approved by AICTE, New Delhi)

(Accredited by NAAC with 'A' Grade)
(ISO 9001-2015 & 14001-2015 Certified)

#14/5, Chikkasandra, Hesaraghatta Main Road, Bengaluru – 560057

Phone: 080-28372800/1/2

www.sapthagiri.edu.in

Fax: 080-28372797

Ref: SCE/STUTI/Notice

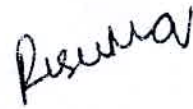
Date: 09/02/2021

NOTICE

It is hereby informed to all 3rd sem students, that the STUTI team of Sapthagiri College of engineering is organizing training on Aptitude & personality training from 11th February 2021 to 13th February 2021. So all the students are requested to register their names to department coordinator of STUTI team.



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Sapthagiri Institute of Medical
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Date: 09/02/2021

NOTICE

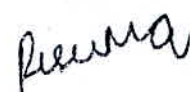
This is to inform 3rd sem students, the schedule for Aptitude & personality training is as follows,

The Schedule of the course is as follows,

DATES	SESSION 1 (8:30AM TO 12:30AM)	SESSION 2 (1:30 TO 4:30PM)
11/02/2021	Introduction to Communication Soft Skill <ul style="list-style-type: none"> • Verbal Communication 	Communication Skill <ul style="list-style-type: none"> • Non Verbal Communication
12/02/2021	<ul style="list-style-type: none"> • Visual Communication • Written Communication • Persuasion 	<ul style="list-style-type: none"> • Active Listening • Clarity • Presentation Skills
13/02/2021	<ul style="list-style-type: none"> • Public Speaking • Diplomacy 	<ul style="list-style-type: none"> • Story telling • Empathy



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Date: 09/02/2021

NOTICE

STUTI team hereby informing to all 3rd sem students, to attend Scheduled test on Quantitative/ logical reasoning/verbal aptitude and soft skill training on 13/02/2021. So all the students are requested to attend the training test without fail.



Convener

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