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# *Tolani College of Commerce (Autonomous)*

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

(Sponsored and Managed by Tolani Education Society, Mumbai - 400 021)  
(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

Re-Accredited (3<sup>rd</sup> Cycle) by N.A.A.C. with 'A' Grade (CGPA 3.03)

150-151, SHER-E-PUNJAB SOCIETY,  
GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu

College NAAC Code No. MHC0GN10577  
AQAR 2021 – 2022

### Capacity Building and Skill Enhancement Initiatives 2021-2022 Course Offered: Physical & Mental Wellness (Online)

#### 1. Introduction:

Adaptation to the new normal meant digitization of education. The lack of interaction amongst learners resulted in cases of isolation. The inputs received from counsellors suggested the need for a Short-Term Course that would put emphasis on physical and mental wellness of the learners.

This course is designed and developed by Dr. Nisar Hussain, Physical Education Instructor of Tolani College of Commerce. He is a Certified Yoga Instructor. To draft the curriculum, inputs were taken from alumni members who are qualified fitness/sports coaches.

#### 2. Objectives:

- To make learners aware about the importance of the physical and mental health in life.
- To improve the physical and mental condition of the learners through active participation in the course.
- To encourage the learners to practice exercises on a regular basis.

#### 3. Targeted Audience:

All the First Year Undergraduate and Postgraduate Learners of A.Y. 2021 – 2022

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#### 4. The Practice:

- The course is for a duration 36 hours and the sessions are conducted for different batches according to the schedule.
- The details of the content covered in the course are as follows:

Sr. No	Topic
1.	Introduction of Fitness and Yoga, Warmup Session/ Cool Down Session
2.	Fitness /Exercise - Bodyweight Exercise, Strength Training and Endurance Training (Aerobic Training)
3.	Fitness /Exercise - Weight Training, Circuit Training and Resistance Training
4.	Yoga – Asana (Standing)
5.	Yoga – Asana (Sitting)
6.	Yoga – Asana (Lying)
7.	Yoga – Pranayama and Meditation
8.	Yoga – Suryanamaskar, Mudra and Kriya
9.	Obesity Management
10.	Nutrition
11.	Balance Diet
12.	Sports Injury, Safety and their Preventive Measures
13.	Mental Health and Well Being
14.	HRPF and SRPF Concepts
15.	Career Opportunities in Sports, Yoga and Fitness Industry
16.	Stress Management

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### iii. Scheme of Evaluation:

Sr. No.	Component	Marks
1.	Online Test	25
2.	Online Assignment	25
	<b>Total (Marks)</b>	<b>50</b>
	Minimum Passing Marks (Online Test + Online Assignment) = 40%	20

### 5. Outcomes:

Sr. No	Topic	Learning Outcomes
1	Yoga	<ul style="list-style-type: none"><li>The learners will be aware of the benefits of different types of yoga.</li><li>The learners will practice different types of Yoga – Asanas and Pranayama for a better lifestyle.</li></ul>
2	Mental Health	<ul style="list-style-type: none"><li>The learners will be aware of the importance of a healthy mind. The learners will be able to deal with stress in their daily life.</li></ul>
3	Physical Health	<ul style="list-style-type: none"><li>The learners will be aware of the importance of various exercises for overall fitness.</li><li>The learners will learn weight, strength, endurance and resistance training exercises.</li></ul>

*M. H. K. S.*





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#### 6. Coordinators from

##### **From Tolani College of Commerce:**

From Batch 1 till Batch 7:

- Dr. Nisar Hussain
- Ms. Reshma Rajput (Assistant Professor, B.M.S. Department)
- Ms. Kiran Challamarad (Alumna-Assistant)

#### **Details of Batch Trainers:**

Sr. No.	Name of the Trainers	Designation
1	Dr. Nisar Hussain	Physical Education Instructor at Tolani College of Commerce
2	Ms. Kiran Irappa Challamarad (Alumna of M. Com. Programme - Batch of 2016)	Teacher at Manik Vidyamandir School and Shooting Coach at Tolani College of Commerce
3	Ms. Meghna Vijay Padave (Alumna of B. Com. Programme -Batch of 2017)	Judo Coach at Vibgyor High School
4	Mr. Prafull Yashwant Singh (Alumnus of B. Com. Programme -Batch of 18)	Archery Coach at Tolani College of Commerce and Volleyball Coach at Holy Paradise High School
5	Mr. Vicky Vijay Behera (Alumnus of B. Com. Programme -Batch of 2017)	Physical Education Teacher in SSL English School and Judo coach at Vissanji Academy

*M. M. S.*





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6	Mr. Sameer Santosh Vishwakarma (Alumnus of B. Com. Programme -Batch of 2019)	Archery Coach at St. Augustine High School and Boxing Mentor
7	Mr. Shashi Bhushan Suresh Chanda Singh (Alumnus of M. Com Programme -Batch of 2013)	Physical Education Teacher in Udayachal High School & Boxing coach and mentor
8	Mr. Sagar Madhukar Pradhan (Alumnus of B. Com. Programme -Batch of 2012)	Physical Education Teacher in I.E.S Orion School and Shooting coach
9	Mr. Vinayak Irappa Challamarad (Alumnus of B. Com. Programme of 2016)	Judo Coach at Vibgyor High School
10	Mr. Arup Dutta (Alumnus of B. Com. Programme -Batch of 2018)	Judo Coach at Tolani College of Commerce
11	Ms. Naina Dharmendra Yadav (Alumna of B. Com. Programme -Batch of 2019)	Judo Coach at D.G. Khetan International School
12	Ms. Pritha Saha	Counsellor Success & Relationship Coach Therapist

*M. H. Saha*





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### 7. Details of Batches:

Academic Year	Batches during the year	Batch Numbers	Dates	Number of Students	
				Enrolled	Completed
2021-2022	07	1 to 7	03/01/2022 To 30/01/2022	1011	1002

Verified & Found Correct

**Teacher In-charge**  
**Ms. Reshma Rajput**

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

**Checked by**  
**Dr. Ansari Mehrunnisa**  
**I.Q.A.C. Co-ordinator**

**PRINCIPAL**  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

**Dr. Vijaya Krishna**  
**Principal**





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College NAAC Code No. MHC0GN10577  
AQAR 2021 - 2022

Capacity Building and Skill Enhancement Initiatives 2021-2022

Course Offered: Management of Creativity (Online)

### 1. Introduction:

This course introduces the learners to the various theoretical concepts related to the human creative process, developing creative ideas, and converting ideas into innovative solutions or products. Topics emphasize the importance of creating a sustainable process to continually innovate in the areas of product, process and service innovation. Learners will be introduced to various common tools and methods to promote creativity in others, contribute to a creative team, manage development frameworks alongside creativity, and establish a culture of creativity within an organization. This course prepares learners to contribute to their organizational needs for the continuous and successful development of new products and services.

### 2. Objectives:

The main objectives are to:

- Create a business-oriented approach to creativity.
- Expose learners' creative potential and help them to develop creative thinking skills.
- Relate creativity with business survival, growth and sustainability, for both commercial and social enterprises.

### 3. Target Audience:

First Year Postgraduate Learners (M.Com. Part I)

### 4. The Practice:

- i. The course is for a duration 10 days and the sessions are conducted for a duration of 3 hours a day.
- ii. There are 4 modules. Study material is provided for reference. The details of the modules are as follows:

- 1) Introduction to Creativity
- 2) Components of Creativity
- 3) Creativity Techniques
- 4) Managing Creativity





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Unit/ Module No.	Modules/Units	No. of Hours
I	Introduction to Creativity:	6
	<ul style="list-style-type: none"><li>• Concept of Creativity</li><li>• Importance of Creativity in Idea Generation</li><li>• Creativity Process</li><li>• Enablers &amp; Barriers to Creativity</li></ul>	
II	Components of Creativity:	8
	<ul style="list-style-type: none"><li>• Creative Personality</li><li>• Three Components of Creativity (Expertise, Creative Thinking Skills &amp; Motivation)</li><li>• Characteristics of Creative Group</li></ul>	
III	Creativity Techniques:	8
	<ul style="list-style-type: none"><li>• Brain Storming</li><li>• Lateral Thinking</li><li>• Six Thinking Hats</li><li>• Storyboard</li></ul>	
IV	Managing Creativity:	8
	<ul style="list-style-type: none"><li>• Entrepreneurial Creativity</li><li>• Time Pressure &amp; Creativity</li><li>• Steps to Increase your own Creativity</li><li>• Creative Problem Solving</li></ul>	
<b>Total</b>		<b>30</b>

#### Evaluation Pattern:

The performance of the learners will be evaluated in two components. One component will be the Internal Assessment component carrying 50% marks and the second component will be the Semester End Examination carrying 50% marks. The allocation of marks for the Internal Assessment and Semester End Examination are as follows:

A) Internal Assessment: 50 marks

Project: 40 marks for Project Report and 10 marks for Presentation

B) Semester End Examination: 50 marks







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### 5. Outcomes:

After completion of the course, learners are expected to:

- Summarize the key characteristics of creativity in a variety of business contexts.
- Categorize and evaluate the potential drivers and barriers to creativity.
- Apply different approaches, tools and techniques related to creativity.
- Evaluate the role of knowledge and technology management in developing new products/services and processes.

### 6. Co-ordinators from:

**Details of the Coordinator:**

Dr. Sadhana Venkatesh,  
(Associate Professor- Tolani College of Commerce)

**Details of the Trainer:**

Ms. Swati Anawatti  
(Visiting Faculty – Tolani College of Commerce)

### 7. Details of the Batch:

Academic Year	Batches during the year	Batch Numbers	Dates	Number of Students	
				Enrolled	Completed
2021-2022	01	01	26/03/2022 to 07/05/2022	129	121





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### List of Master of Commerce (M. Com.) Learners enrolled for Management of Creativity for A.Y. 2021 - 2022

Serial No.	Name	Roll No	Enrolled	Completed
1	Srishti Agrawal	1	Yes	Yes
2	Manish Amin	2	Yes	Yes
3	Bangera Riti	3	Yes	No
4	Shreyash Bhosle	4	Yes	Yes
5	Chaurasiya Priyanka	5	Yes	Yes
6	Rupesh Chaurasiya	6	Yes	Yes
7	Sahil Chavan	7	Yes	Yes
8	Aruna Chettiar	8	Yes	Yes
9	Sadiya Choudhary	9	Yes	Yes
10	Akansha Dalvi	10	Yes	Yes
11	Shubham Dandekar	11	Yes	Yes
12	Rachel Dantes	12	Yes	Yes
13	Rochelle Dias	13	Yes	Yes
14	Shalu Dubey	14	Yes	Yes
15	Nita Gavkare	15	Yes	Yes
16	Chandani Gray	16	Yes	Yes
17	Tanmay Gulekar	17	Yes	Yes
18	Vaishali Jain	18	Yes	Yes
19	Anuradha Jaiswal	19	Yes	Yes
20	Bhavna Jogadiya	20	Yes	Yes
21	Pooja Kadam	21	Yes	Yes
22	Sneha Kadam	22	Yes	Yes
23	Sayma Khan	23	Yes	Yes
24	Kokate Samir	24	Yes	No
25	Harshal Kokbankar	25	Yes	Yes
26	Laxmi Koli	26	Yes	Yes
27	Lubna Lakdawala	27	Yes	Yes
28	Pooja Mali	28	Yes	Yes
29	Aditi Marathe	29	Yes	Yes
30	Ankita Maurya	30	Yes	Yes
31	Manisha Maurya	31	Yes	Yes





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32	Lekha Mungekar	32	Yes	Yes
33	Sharmila Nadar	33	Yes	Yes
34	Pranali Naik	34	Yes	Yes
35	Nair Gayathri	35	Yes	Yes
36	Saurabh Palekar	36	Yes	Yes
37	Shravani Pandit	38	Yes	Yes
38	Vithoba Parab	39	Yes	Yes
39	Patel Kiran	40	Yes	Yes
40	Jyothi Patil	41	Yes	Yes
41	Madhushree Patil	42	Yes	Yes
42	Saurabh Patole	43	Yes	Yes
43	Prajapati Krupa	45	Yes	Yes
44	Geetanjali Rajak	46	Yes	Yes
45	Nida Rar	47	Yes	Yes
46	Shubhada Redkar	48	Yes	Yes
47	Snehalata Sabat	49	Yes	Yes
48	Neeraj Saroj	50	Yes	Yes
49	Md Aqeel Shaikh	51	Yes	Yes
50	Nooralam Shaikh	52	Yes	Yes
51	Shaikh Sameer	53	Yes	Yes
52	Manjiri Shirsekar	54	Yes	Yes
53	Ashish Shriyan	55	Yes	Yes
54	Ankita Shukla	56	Yes	Yes
55	Vijaylaxmi Thevar	57	Yes	Yes
56	Neha Tiwari	58	Yes	Yes
57	Priya Vishwakarma	59	Yes	Yes
58	Gauri Yadav	60	Yes	Yes
59	Geeta Yadav	61	Yes	Yes
60	Harsh Yadav	62	Yes	Yes
61	Karishma Yadav	63	Yes	Yes
62	Neetu Yadav	64	Yes	Yes
63	Pratiksha Yadav	65	Yes	Yes
64	Priyanka Yadav	66	Yes	Yes
65	Rahul Yadav	67	Yes	Yes
66	Chavan Pooja	68	Yes	No
67	Nectu Choudhary	69	Yes	Yes
68	Shweta Tilve	70	Yes	Yes

*M. P. K.*





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69	Neha Shukla	71	Yes	Yes
70	Ajgunde Madhu	72	Yes	Yes
71	Kunal -	81	Yes	Yes
72	Tushar Ramesh	82	Yes	Yes
73	Simran Barboza	83	Yes	Yes
74	Anisha Bind	84	Yes	Yes
75	Mausmi Chanda	85	Yes	Yes
76	Sweety Gupta	86	Yes	Yes
77	Maurya Anshuman	87	Yes	Yes
78	Susmita Das	88	Yes	Yes
79	Smita Dhawal	89	Yes	Yes
80	Ritesh Gajmal	90	Yes	Yes
81	Sanket Ghare	91	Yes	Yes
82	Golsanghi Rohit	92	Yes	No
83	Varsha Gupta	93	Yes	Yes
84	Zubiya Hawaldar	94	Yes	Yes
85	Sunil Jali	95	Yes	Yes
86	Kallaparamban Aasly Antony	96	Yes	Yes
87	Khan Falak	97	Yes	Yes
88	Yasmin Khan	98	Yes	Yes
89	Pranay Lavhate	99	Yes	Yes
90	Mali Patil Reshma Sanjaykumar	100	Yes	Yes
91	Singh Shikha	101	Yes	Yes
92	Alexander Martis	102	Yes	Yes
93	Matkar Priyanka Sunil	103	Yes	Yes
94	Jayraj Nagpal	104	Yes	Yes
95	Nahak Amrita Nagarjun	105	Yes	Yes
96	Parikh Hem Deepesh	106	Yes	No
97	Mitali Parmar	107	Yes	Yes
98	Parmar Naitik Prakash	108	Yes	Yes
99	Ravina Patel	109	Yes	Yes
100	Pawar Shweta Ganesh	110	Yes	Yes
101	Vranda Punjabi	111	Yes	Yes
102	Aishwarya Rai	112	Yes	Yes
103	Aparna Sabat	113	Yes	Yes
104	Komal Sagare	114	Yes	Yes
105	Saini Ishu	115	Yes	No

*Signature*





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106	Rohil Salvi	116	Yes	Yes
107	Hasti Satra	117	Yes	Yes
108	Uday Kumar Sav	118	Yes	Yes
109	Shivani Sawant	119	Yes	Yes
110	Asif Shaikh	120	Yes	Yes
111	Shaikh Iram	121	Yes	Yes
112	Shahnaz Shaikh	122	Yes	Yes
113	Neeraj Shegade	123	Yes	Yes
114	Arvind Shukla	124	Yes	Yes
115	Sweta Singh	125	Yes	Yes
116	Iqra Siddiqui	126	Yes	Yes
117	Niraj Tiwari	127	Yes	Yes
118	Rinky Vishwakarma	128	Yes	Yes
119	Aarti Yadav	129	Yes	Yes
120	Abhishek Yadav	130	Yes	Yes
121	Ritam Yadav	131	Yes	Yes
122	Vikash Yadav	132	Yes	Yes
123	Zazalbar Jasmine	133	Yes	No
124	Pramod Tiwari	134	Yes	Yes
125	Neha Singh	135	Yes	Yes
126	Diksha Mirgal	136	Yes	Yes
127	Margi Kanchan	137	Yes	No
128	Taashi Thukral	138	Yes	Yes
129	Todiwalla Shahin Jimmy	139	Yes	Yes

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*Sadhana Venkatesh*

**Teacher In-charge**  
**Dr. Sadhana Venkatesh**

Internal Document Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

*Dr. Ansari Mehrunnisa*  
**Checked by**  
**Dr. Ansari Mehrunnisa**  
**I.Q.A.C. Co-ordinator**

*Dr. Vijaya Krishna*

**PRINCIPAL**  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.  
**Dr. Vijaya Krishna**  
**Principal**





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# *Tolani College of Commerce (Autonomous)*

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

(Sponsored and Managed by Tolani Education Society, Mumbai - 400 021)  
(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

Re-Accredited (3<sup>rd</sup> Cycle) by N.A.A.C. with 'A' Grade (CGPA 3.03)

150-151, SHER-E-PUNJAB SOCIETY,  
GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu

College NAAC Code No. MHC0GNI0577

AQAR 2021 - 2022

**Short Term Value-Added Certificate Course**  
**in Office Automation Fundamentals and Advanced MS-Office(Online)**  
**in collaboration with Aptech Limited**  
**2021 – 2022**

• **Introduction:**

Aptech Ltd is a premiere training institute pioneering in individual segments such as IT Learning Solutions, Banking and Finance and English Communication. Aptech won the Golden Peacock National Training Award (2019) This is a global learning solutions company that provides education and training services.

In Office Automation Fundamentals and Advanced MS-Office, learners will be trained to make effective use of Microsoft Office and different online platforms to stay ahead of others in the competitive job market.

**Objectives:**

- To train the learners in Advanced Microsoft Office Suite where they will learn the important tools in Word, PowerPoint, Excel and Outlook.
- To enable the learners to make effective use of online platforms of communication and data storage.





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#### Target Audience:

The course is offered to: **First Year Degree College Learners**

#### 1. The Practice:

i. Team:

The team consists of the following members:

- Coordinators from:
  - Aptech Ltd. 1
  - Tolani College of Commerce 1
- Trainer 1

ii. The total duration of the course is **40 Hours**.

iii. The Course is categorized in two parts as 'Basic Level' and 'Advanced Level'.

**The details of the 'Basic Course' are as follows: (14 Hours)**

- Getting Started with Windows 10 & MS-Office 2019
- Working with Microsoft Word
- Working with Microsoft Excel
- Working with Microsoft PowerPoint

*M.A. Khan*





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Website : [tcc.tolani.edu](http://tcc.tolani.edu)

#### **The details of the 'Advanced Course' are as follows: (26 Hours)**

- Working with Microsoft Word-II
- Data Analysis and Security of Data in Microsoft Excel 2019
- Pivot Tables and Pivot Charts in Microsoft Excel 2019
- Understanding Microsoft PowerPoint 2019-II
- Understanding Microsoft OneNote 2019
- Using Microsoft Outlook 2019
- Skype, Skype for Business and Microsoft Teams
- Using Microsoft OneDrive 2019

#### **2. Outcomes:**

- Learners will be able to use the features of Microsoft Office to create professional-looking documents, spreadsheets, and presentations.
- Learners will discover how to sort, filter and query data with database functions.
- Learners will be able to apply conditional formatting and work with ranges and charts.
- Learners will be able to effectively use Skype and Microsoft Teams (MS-Teams).
- Learners will be able to use OneDrive2019.







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Website : tcc.tolani.edu

### 3. Coordinators from:

#### **Aptech Ltd.:**

For the Academic Year 2021-2022

**Mr. Sarwan Singh**

#### **Tolani College of Commerce:**

For the Academic Year 2021-2022

**Ms. Bandita Singh**

#### **Details of Batch Trainer:**

For the Academic Year 2021-2022

**Mr. Eldhose Matthew**

### Details of Batches:

**No. of Batches: 10**

Academic Year	Batches during the year	Batch Number	Dates	Number of Learners		
				Enrolled	Completed	Certified
2021-2022	10	1 to 10	18/04/2022 to 07/12/2022	499	401	401

**NOTE:** The batches had learners from different undergraduate programmes.

*M/18/2022*





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**Certificates of learners who have successfully completed the course**





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Certificates of learners who have successfully completed the course

*Bandita Singh*

**Teacher In-charge  
Ms. Bandita Singh**

*Dr. Ansari Mehrunnisa*  
Internal Coordinator for Data Verification & Validation  
Tolani College of Commerce (Autonomous), Mumbai-33

**Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator**

*Dr. Vijaya Krishna*

**PRINCIPAL**  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

**Dr. Vijaya Krishna  
Principal**





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**College NAAC Code No. MHC0GN10577**  
**AQAR 2021 - 2022**

**Short Term Value-Added Certificate Course**  
**in Programming Principles and Techniques (Online)**  
**in collaboration with Aptech Limited Consulting Private Ltd.**  
**2021 - 2022**

**1. Introduction:**

Aptech Ltd, a premiere training institute pioneering in individual segments such as IT Learning Solutions, Banking & Finance and English Communication. Aptech won the Golden Peacock National Training Award (2019). This is a global learning solutions company that provides education and training services.

This course trains the learners in Programming. They will learn to write computer code to create a program, to solve a problem, to implement algorithms and represent algorithms as pseudo code or a flowchart.

**2. Objectives:**

- To train the learners in Advanced Programming Suite and to teach them the important programming tools and algorithms.

**3. Target Audience:**

The course is offered to:

**Undergraduate learners of First Year Bachelor of Science (Information Technology) i.e. B.Sc. (IT)**





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## *Tolani College of Commerce (Autonomous)*

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#### **4. The Practice:**

i. Team:

The team consists of the following members:

- Coordinators from:
  - Aptech Limited 1
  - Tolani College of Commerce 1
- Trainer 1

ii. The total duration of the course is **30 Hours**.

iii. The course details are as follows:

#### **Chapters:**

1. Introduction to Computers and Programming Tools
2. Flow Charts and Pseudo Codes
3. Selection constructs and operators
4. Iteration Constructs & Structured Programming
5. Array
6. File handling
7. Data Flow Diagrams
8. Elements of Programming Language

#### **5. Outcomes:**

- In the duration of this 30 hours course, learners will be able to design, code, compile, run and debug computer programs.
- Learners will be able to demonstrate basic problem-solving skills: analyzing problems, modeling a problem as a system of objects, creating algorithms, and implementing models and algorithms in an object-oriented computer language.





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#### 6. Coordinators from:

##### **Aptech Limited:**

For the Academic Year 2021-2022

**Mr. Sarwan Singh**

##### **Tolani College of Commerce:**

For the Academic Year 2021-2022

**Ms. Bandita Singh**

##### **Details of Batch Trainer:**

For the Academic Year 2021-2022

**Mr. Tejas Singh**

#### 7. Details of Batch:

Academic Year	Batches during the year	Batch Number	Dates	Number of Learners		
				Enrolled	Completed	Certified
2021-2022	1	1	25/05/2022 To 09/12/2022	29	24	24





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**Certificate of learners who have successfully completed the course**





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Certificate of learners who have successfully completed the course

*Bandita Singh*  
Teacher In-charge  
Ms. Bandita Singh

Verified & Found Correct  
*[Signature]*  
Internal Co-ordinator For  
Tolani College of Commerce  
Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*[Signature]*  
PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.  
Dr. Vijaya Krishna  
Principal







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**College NAAC Code No. MHCOGN10577**  
**AQAR 2021 - 2022**

**Short Term Value-Added Certificate Course**  
**Mutual Fund Distributors' Regulatory Certification Course (Online)**  
**in collaboration with FinX**  
**(AV Financial Experts Network Private Limited)**  
**2021- 2022**

### 1. Introduction:

FinX (AV Financial Experts Network Private Limited) is a collaborative network involved in skilling and capacity-building for the BFSI (Banking, Financial Services and Insurance) Sector, focusing on competency building for the investments and financial services sector.

NISM-Series-V-A: Mutual Fund Distributors' Certification is one of the regulatory certifications mandated by **Securities and Exchange Board of India (SEBI)** for specific job roles in the financial services. The certification seeks to create a common minimum knowledge benchmark for all persons involved in selling and distributing mutual funds.

Regulatory certifications are highly valued by the corporates operating in the BFSI sector, as they are viewed by as a minimum benchmark, which every individual operating in that space is expected to possess. Regulatory certifications are essential for almost all specialised roles in the BFSI sector and possessing them considerably improves a learner's chance to get employed in that industry.

This certification aligns with the vision of the College to:

- ✓ Provide education which is progressive
- ✓ Provide employment-oriented courses

### 2. Objectives:

- ✓ Provide practical relevance of financial concepts in real life job roles.
- ✓ Give training in mandatory NISM regulatory certification.





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### **3. Target Audience:**

The course is offered to: **Third Year Degree College Learners.**

### **4. The Practice:**

#### **i. Team:**

The team for "Mutual Fund Distributors' Regulatory Certification" consists of:

- ✓ 1 Trainer
- ✓ Guest Speakers

#### **ii. Training Duration:**

Sr.no.	Particulars	Duration (Hours)
1	Pre- read study time	8 hours
2	Trainer led sessions (6 sessions of 2 hours each)	12 hours
3	Post- session study time	8 hours
4	Practice Tests on CIEL LMS	8 hours
5	Mock Exam on NISM portal	2 hours
6	Final Exam	2 hours
	<b>Total</b>	<b>40 hours</b>





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iii. The details of the study module are as follows:

- Chapter 1: Investment Landscape
- Chapter 2: Concept & Role of a Mutual Fund
- Chapter 3: Legal Structure of Mutual Funds in India
- Chapter 4: Legal & Regulatory Framework
- Chapter 5: Scheme related information
- Chapter 6: Fund distribution & Channel Management Practices
- Chapter 7: Net Asset Value, Total Expense Ratio & pricing of units
- Chapter 8: Taxation
- Chapter 9: Investor Services
- Chapter 10: Risk, Return & Performance of Funds
- Chapter 11: Mutual Fund Scheme Performance
- Chapter 12: Mutual Fund Scheme selection

#### **5. Outcomes:**

On successful completion of the "Mutual Fund Distributors' Regulatory Certification" the learners should:

- ✓ Know the basics of mutual funds, their role and structure.
- ✓ Understand how mutual funds are distributed in the market and how schemes are evaluated.
- ✓ Understand how suitable products and services can be recommended to prospective investors in the market.
- ✓ Get oriented to the accounting, valuation, and taxation aspects underlying mutual funds and their distribution.

*M.A.*





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#### 6. Co-ordinators from:

FinX:

**Ms. Nisha Shah**

Tolani College of Commerce:

Since the Academic Year 2021-2022

**Ms. Jayalakshmi Singh**

Name of Trainer:

**Ms. Shweta Camma**

#### 7. Details of Batch:

Duration of the Course: 16<sup>th</sup> August, 2021 to 21<sup>st</sup> August, 2021 (Online)

Academic Year	No. of Batches	No. of students		
		Enrolled	Completed	Certified
2021-2022	01	04	02	02

List of Learners in 'NISM- Series-V- A: Mutual Fund Distributors' Regulatory Certification  
Course conducted by FinX for A.Y. 2021 - 2022

Sr. No.	Name of Learner	Programme & Class	Roll No.	Enrolled	Completed	Certified
1	Suzanne Lobo	T.Y.B.A.F.	20	Yes	Yes	Yes
2	Renita Mathias	T.Y.B.A.F.	23	Yes	Yes	Yes
3	Rohit Patil	T.Y.B.Com.	394	Yes	No	No
4	Shweta Tiwari	M.Com. II	118	Yes	No	No





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### Photographs

#### Certificate Distribution Ceremony on 07/10/2021



Principal Madam Dr. Vijaya Krishna felicitating the learners





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**राष्ट्रीय प्रतिभुति बाजार संस्थान**  
National Institute of Securities Markets  
**प्रमाणपत्र Certificate**

**NISM**

श्री / सुनी भा / Ms. RENTA RUDOLPH MATHIAS  
( पी.ए.ए. प्रमा. क्र. / P.A.A. Number : (02PM1705) )  
( राष्ट्रीय प्रमा. क्र. / Registration Number : NISM 20210006246 )  
( प्रमा. क्र. / Exam Number : 2103212093 )

शिक्षण संस्थान/Institution को/From और/And प्रमाणित करने वाले/Who has successfully completed the "NISM Series-V-A, Mutual Fund Distributors Certification Examination," as required under the SEBI (Certification of Associated Persons in the Securities Markets) Regulations, 2007

परीक्षा तिथि Test Date	परीक्षा केंद्र Test Centre	भाषा Language	अंक Marks	टिप्पणी Remarks
September 16, 2021	EXAM FROM ANYWHERE	English	82	PASS

दिनांक/Issue Date : September 21, 2021  
स्थान/Place : Mumbai  
वैधता/Valid Till : September 16, 2024

सुरेश कासम, रजिस्ट्रार/Suresh Kastam, Registrar

For online verification of this NISM Certificate, please login to NISM Skills Registry at <https://certifications.nism.co.in>

Certificates of learners who have successfully completed the NISM exam

*Mango*





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**राष्ट्रीय प्रतिभूति बाजार संस्थान**  
National Institute of Securities Markets  
**प्रमाणपत्र Certificate**

**NISM**

श्री / सुमी Ms. / Ms. **SUZANNE RICHARD LOBO**  
( पी.ए.एन. संख्या PAN Number : **BOUFL0821N** )  
( पंजीकरण संख्या Registration Number : **NISM-20210009671** )  
( NISM का ID Number : **210002953** )



ने नेशनल प्रतिभूति और वित्तियन बोर्डे (नसिम) बाजारों में सहभाग्य व्यक्तियों का प्रमाणिकरण, विनियम, 2007 के अंतर्गत  
"ए.ए.ए. - म्यूचुअल-ए-ए - वित्तियन (नेसिम) विनियम - प्रमाणिकरण परीक्षा" सफलतापूर्वक पूर्ण कर ली है।  
has successfully completed the "NISM Series-V-A: Mutual Fund Distributors Certification Examination," as required under the SEBI  
(Certification of Associated Persons in the Securities Markets) Regulations, 2007

परीक्षा तिथि Test Date	परीक्षा केंद्र Test Centre	भाषा Language	अंक Marks	टिप्पणी Remarks
September 16, 2021	EXAM FROM ANYWHERE	English	81	PASS

परीक्षा तिथि : September 21, 2021  
परीक्षा स्थान : Mumbai  
यह प्रमाणपत्र वैध है : September 15, 2024

  
सुनील कदम, सचिव/पंजीकृत Sunit Kadam, Registrar

For online verification of this NISM Certificate, please login to NISM Skills Registry at <https://certifications.nism.ac.in/nismnism>

## Certificates of learners who have successfully completed the NISM exam





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तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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Verified & Found Correct

*J.R.S.N*

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous) Mumbai - 93

Teacher In-charge  
Ms. Jayalakshmi Singh

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*Vijaya Krishna*

PRINCIPAL

Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

Dr. Vijaya Krishna  
Principal





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**College NAAC Code No. MHC0GN10577**  
**AQAR 2021 - 2022**

**Short Term Value-Added Certificate Course**  
**Chartered Financial Expert (CFX) (Online)**  
**in collaboration with FinX**  
**(AV Financial Experts Network Private Limited)**  
**2021– 2022**

## **I. Introduction:**

**FinX** (AV Financial Experts Network Private Limited) is a collaborative network involved in skilling and capacity-building for the BFSI (Banking, Financial Services and Insurance) Industry, focusing on competency building for the investments and financial services sector.

Chartered Financial Expert (CFX) is a short-term professional certification targeted at learners who are looking for a successful career in Banking, Financial Services and Insurance Industry. The programme is designed to make learners job/entrepreneurship ready.

This certification is supported by leading industry and educational institutions - Indian Banks Association, General Insurance Council (GIC), Association of Mutual Funds in India (AMFI) and Centre for Investment Education & Learning (CIEL). The core of the Chartered Financial Expert (CFX) programme is the content, curated to help learners to acquire relevant skills for real world corporate scenarios. The modules have been designed, taking into consideration the regulatory necessities as well as the practical learning of the learners.

*Handwritten signature*





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This course aligns with the vision of the College to:

- ✓ Provide education which is progressive
- ✓ Provide employment-oriented courses

#### **2. Objectives:**

- ✓ To get trained in theoretical and practical aspects of financial markets such as capital markets, mutual funds, life insurance, health insurance, financial planning etc.
- ✓ To get trained in behavioural and selling skills.
- ✓ To prepare and acquire NISM certifications.

#### **3. Target Audience:**

The course is offered to: Third Year and Postgraduate learners.

#### **4. The Practice:**

##### **i. Team:**

The team for "Chartered Financial Expert" course consists of:

- ✓ 1 Trainer
- ✓ Guest lectures by industry experts

##### **ii. Training Duration:**

Sr.no.	Particulars	Duration (Hours)
1	Trainer led sessions	125 hours
2	Self- reading through LMS content	125 hours
	<b>Total</b>	<b>250 hours</b>



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iii. The details of the study module are as follows:

The content is divided into three modules.

- ✓ Technical Skills – 12 Modules (Includes examples, caselets, quizzes)
- ✓ Behavioral Skills – 7 Modules
- ✓ Business and Selling Skills – 8 Modules

### **Technical Skills:**

- Chapter 1 - Introduction to Securities Markets
- Chapter 2 - Securities: Types, Features and Concepts
- Chapter 3 - Primary Markets
- Chapter 4 – Secondary Markets
- Chapter 5 - Derivative Markets
- Chapter 6 - Mutual Fund
- Chapter 7 – Banking
- Chapter 8 – Lending
- Chapter 9 - Insurance Concepts and Life Insurance
- Chapter 10 – Health Insurance
- Chapter 11 – General Insurance
- Chapter 12 Financial Planning

### **Behavioural Skills:**

- Chapter 1 – Growth Mindset
- Chapter 2 – Grit and Resilience
- Chapter 3 - Communication
- Chapter 4 - Grooming
- Chapter 5 – Time Management
- Chapter 6 – Excellence and Process Orientation
- Chapter 7 – Work Ethics

*M.A.*





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### **Business and Selling Skills:**

- Chapter 1 - What is Selling
- Chapter 2 – Customer Needs
- Chapter 3 – Sales Process
- Chapter 4 - Territory Coverage
- Chapter 5 – Sales Planning and Forecasting
- Chapter 6 – Relationship Management
- Chapter 7 – Sales Data Analytics
- Chapter 8 – Virtual Sales

### **5. Outcomes:**

On successful completion of the “Chartered Financial Expert” course the learners should:

- ✓ Acquire relevant skills for real-world corporate scenarios.
- ✓ Understand various aspects of banking, financial services and insurance industries - Savings, Protection, Investment and Lending.
- ✓ Successfully clear NISM regulatory certifications.

### **6. Coordinators from:**

**FinX:**

Ms. Nisha Shah

**Tolani College of Commerce:**

Since the Academic Year 2021-2022

Ms. Jayalakshmi Singh

*Mumbai*





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## 7. Details of Batch:

### **Duration of the Course:**

1<sup>st</sup> Batch - 20<sup>th</sup> October, 2021 to 7<sup>th</sup> January, 2022 (Online)

2<sup>nd</sup> Batch – 18<sup>th</sup> May, 2022 to 20<sup>th</sup> August, 2022 (Online)

### **Name of Trainer:**

1<sup>st</sup> Batch -

Ms. Shweta Camma

2<sup>nd</sup> Batch -

Mr. Siddharth Goenka

Academic Year	No. of Batches	Batch Number	No. of Students		
			Enrolled	Completed	Certified
2021-2022	02	1	30	26	26
2021-2022		2	26	16	16





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### List of Learners in 'Chartered Financial Expert' Short-term Professional Certification Course conducted by FinX for A.Y. 2021 - 2022

(1<sup>st</sup> Batch)

Sr. No.	Name	Programme & Course	Roll No.	Enrolled	Completed	Certified
1	Kayalvizhi Nadar	T.Y.B.A.F.	17	Yes	Yes	Yes
2	Suzanne Lobo	T.Y.B.A.F.	20	Yes	Yes	Yes
3	Shilpa Vengalath	T.Y.B.A.F.	48	Yes	Yes	Yes
4	Sanah Mandal	T.Y.B.A.F.	21	Yes	Yes	Yes
5	Aarti Gurubas	T.Y.B.M.S.	42	Yes	Yes	Yes
6	Rochelle Dias	M.Com. I	13	Yes	Yes	Yes
7	Kunal Kodgunte	T.Y.B.A.F.	19	Yes	Yes	Yes
8	Renita Mathias	T.Y.B.A.F.	23	Yes	Yes	Yes
9	Ayesha Sheikh	T.Y.B.A.F.	44	Yes	Yes	Yes
10	Sapna Gami	T.Y.B.A.F.	10	Yes	Yes	Yes
11	Neelam Yadav	T.Y.B.B.I.	54	Yes	Yes	Yes
12	Prasad Ghanekar	M.Com. II	64	Yes	Yes	Yes
13	Dishika Gusai	T.Y.B.Com.	475	Yes	No	No
14	Neetu Yadav	M.Com. I	539	Yes	Yes	Yes
15	Shubham Patade	T.Y.B.A.F.	31	Yes	Yes	Yes
16	Hitesh Sonar	T.Y.B.Com.	544	Yes	Yes	Yes
17	Sherwin Johnson	T.Y.B.F.M.	22	Yes	Yes	Yes
18	Pranali Naik	M.Com. I	34	Yes	Yes	Yes
19	Shubhankar Kuila	T.Y.B.Com.	495	Yes	No	No
20	Harshada Salvi	T.Y.B.B.I.	43	Yes	Yes	Yes
21	Shweta Jha	T.Y.B.Com.	483	Yes	No	No
22	Preeti Ojha	T.Y.B.Com.	514	Yes	Yes	Yes
23	Mahtab Chaudhary	T.Y.B.Com.	457	Yes	Yes	Yes
24	Neha Tiwari	M.Com. I	530	Yes	Yes	Yes
25	Mokshitha Moolya	T.Y.B.A.F.	25	Yes	Yes	Yes





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26	Swati Sonkamble	T.Y.B.Com.	357	Yes	No	No
27	Prajna Bangera	T.Y.B.A.F.	4	Yes	Yes	Yes
28	Snehil Singh	T.Y.B.Com.	354	Yes	Yes	Yes
29	Sakshi Shetty	T.Y.B.Com.	347	Yes	Yes	Yes
30	Jessica Mathew	T.Y.B.A.F.	14	Yes	Yes	Yes

### List of Learners in 'Chartered Financial Expert' Short-term Professional Certification Course conducted by FinX for A.Y. 2021-2022

(2nd Batch)

Sr. no.	Name	Programme & Course	Roll no.	Enrolled	Completed	Certified
1	Mrunal Sarmalkar	T.Y.BAF.	37	Yes	Yes	Yes
2	Sheela Shukla	T.Y.B.Com.	350	Yes	Yes	Yes
3	Sruti Sabat	T.Y.B.Com.	47	Yes	Yes	Yes
4	Susan Rodrigues	T.Y.B.Com.	533	Yes	Yes	Yes
5	Anusha Pujari	T.Y.BAF.	62	Yes	No	No
6	Kishor Chandora	T.Y.B.Com.	368	Yes	No	No
7	Aditi Singh	T.Y.B.Com.	578	Yes	Yes	Yes
8	Sneha Poojary	T.Y.B.Com.	529	Yes	Yes	Yes
9	Prachi Patankar	T.Y.B.Com.	518	Yes	No	No
10	Anuj Mishra	T.Y.B.Com.	230	Yes	No	No
11	Shivangi Yadav	T.Y.B.Com.	570	Yes	Yes	Yes
12	Karuna Deora	T.Y.B.Com.	188	Yes	Yes	Yes
13	Aarti Chaurasiya	T.Y.BAF.	6	Yes	Yes	Yes
14	Pranjal Mahindrakar	T.Y.B.Com.	26	Yes	Yes	Yes
15	Vishal Ladle	T.Y.B.Com.	221	Yes	No	No
16	Mansi Yadav	T.Y.B.Com.	567	Yes	No	No
17	Madhu Ajgunde	M.Com I	72	Yes	Yes	Yes
18	Perinbaarasi Chelladurai	T.Y.B.Com.	338	Yes	Yes	Yes
19	Jinal Jain	T.Y.B.Com.	201	Yes	Yes	Yes
20	Anjali Yadav	T.Y.B.Com.	94	Yes	No	No
21	Vaishali Bondre	T.Y.B.Com.	304	Yes	No	No







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22	Sunny Yadav	T.Y.B.Com.	115	Yes	No	No
23	Rahul Dhawle	T.Y.B.Com.	312	Yes	No	No
24	Gurjot Kaur	T.Y.BAF.	11	Yes	Yes	Yes
25	Aftab Shaikh	T.Y.B.Com.	343	Yes	Yes	Yes
26	Parth Gami	T.Y.B.F.M.	15	Yes	Yes	Yes





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## Photographs

### Certificate Distribution Ceremony by FinX

at Mysore Association Auditorium,

Matunga (East) on 29<sup>th</sup> March, 2022



**Mr. Prasad Ghanekar – 2<sup>nd</sup> place in CFX Course**

(Mr. Prasad Ghanekar also received a cash prize of Rs. 10,000/- from FinX)



*Mumbai*





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Certificates of learners who have successfully completed the course

*Signature*





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Verified & Found Correct

*J.A. Sid*  
Internal Consultant - Finance Verification & Validation  
Tolani College of Commerce (Autonomous), Mumbai-93

*Vijaya Krishna*  
PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

Teacher In-charge  
Ms. Jayalakshmi Singh

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

Dr. Vijaya Krishna  
Principal





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**College NAAC Code No. MHC0GN10577**  
**AQAR 2021 - 2022**

**Short Term Value-Added Certificate Course**  
**in Banking and Insurance (Online)**  
**in collaboration with Ursa Minor Consulting Private Ltd.**  
**2021 - 2022**

### **1. Introduction:**

In the year 2019-20, the College started with a new collaborative effort for upskilling the students for job- readiness with formal education. This app-based training course is a start-up initiative registered under 'Start- up India Mission', under the aegis of the Government of India. BFSI (Banking, Financial Services and Insurance) Sector is not only the growth engine of a nation but also a provider of the maximum number of direct and indirect jobs. The curriculum offers '**Basic and Advanced Banking and Financial Services App-based Courses**' which are aimed at providing the learners the required knowledge and skill-set in order to be future-ready.

### **2. Objectives:**

- To learn banking from experts who are senior and experienced bankers from the Multinational Corporations (MNCs) and the Private Sector Banks (PSBs).
- To enhance the learning experience and contribute towards the all-round development of the learners to make them employable.
- To upskill and train the youth of the nation, especially those from the hinterland, in the banking and financial services domain (BFSI Sector) through online mode.

*M. J. ...*





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Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu

### **3. Target Audience:**

Undergraduate Learners of Third Year Bachelor of Commerce (Banking & Insurance) (B.B.I)

### **4. The Practice:**

i. **Team:**

The team consists of the following members:

- Coordinators from:
  - Ursa Minor 1
  - Tolani College of Commerce 1
- Trainers: 4

ii. It is a **self-paced learning course** of a total duration of **60 Hours**. Learners can complete the course as per their convenience.

iii. The Course is categorized in two parts as 'Basic Level' and 'Advanced Level':

The details of the 'Basic Course' are as follows:

- Guided Tour of a Bank Branch
- Basics Of Banking
- Banker's Code of Ethics
- Basics of Insurance
- Basics of MS- Office

The details of the 'Advanced Course' are as follows:

- Universal Sales Process
- Advanced Banking





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# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

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150-151, SHER-E-PUNJAB SOCIETY,  
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- Basics of Financial Statement Analysis
- Fundamentals of Accounting
- Relationship Management for Borrowal Account
- Financial Inclusion
- Management of Loan Account
- Non-Performing Assets and Income Recognition and Asset Classification (IRAC)
- Basics of Soft Skills
- Best C++ Programming Course
- Fluent English in 15 Days
- Debt Recovery Mechanism

### 5. Outcomes:

In the duration of the 60 hours app-based course, the learners are prepared for clearing written examinations, interview and once in job, to remain a step ahead of others by being more productive. The learners get equipped for their dream job in the BFSI sector.

### 6. Co-ordinators from:

#### Ursa Minor:

Since the Academic Year 2019-2020

**Ms. Yogita Pujary**

#### Tolani College of Commerce:

Since the Academic Year 2019-2020

**Ms. Reshma Rajput**  
(Assistant Professor)

#### Details of Batch Trainer:

Since the Academic Year 2019-2020

**Mr. Divesh Mishra**  
**Ms. Preeti Ravi**  
**Ms. Shipra Shrivastava**  
**Mr. Kalpit Khemka**

*Mishra*





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## *Tolani College of Commerce (Autonomous)*

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#### 7. Details of Batches:

Academic Year	Batches during the year	Batch Number	Dates	Number of Learners		
				Enrolled	Completed	Certified
2021-2022	1	Batch 1	02/09/2021	03	02	02
<b>Total</b>				<b>03</b>	<b>02</b>	<b>02</b>

*M. M. M. M.*







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## Tolani College of Commerce (Autonomous)

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**List of T.Y.B.B.I. Learners  
for Ursa Minor Comprehensive Course (Basic + Advanced)  
for the Academic Year 2021 - 2022**

Sr. No.	Name	Roll No.	Enrolled	Completed	Certified
1.	Tejasvi Gawade	11	Yes	Yes	Yes
2.	Manisha Idgar	15	Yes	Yes	Yes
3.	Aachal Sonkar	47	Yes	No	No

*M. M. M.*





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**Certificates of learners who have successfully completed the course**

*Manisha*





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Website : [tcc.tolani.edu](http://tcc.tolani.edu)



**Certificates of learners who have successfully completed the course**

*Mishra*





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*Manisha*





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**Certificates of learners who have successfully completed the course**



Verified & Found Correct

*Reshma*

Teacher In-charge  
Ms. Reshma Rajput

*N. Ansari*

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*Vijaya Krishna*

PRINCIPAL

Dr. Vijaya Krishna  
Principal

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai - 400 093.





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College NAAC Code No. MHC0GN10577  
AQAR 2021 – 2022

**Short Term Value-Added Certificate Course  
Train, Earn and Learn Programme (Online)  
in collaboration with  
the Western Indian Regional Council  
(WIRC of India)  
of the Institute of Chartered Accountants of India (ICAI)  
2021–2022**

**1. Introduction:**

Tolani College of Commerce had started a short-term value-added course under 'Train, Earn and Learn (TEL) Scheme' in collaboration with the Western Indian Regional Council (WIRC) of the Institute of Chartered Accountants of India (ICAI). TEL is a training programme for skill enhancement. The duration for this course is 36 hours.

The course is based on interactive, learner-centric methodology which includes:

- ✓ Group Interactions & Activities
- ✓ Presentations





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## *Tolani College of Commerce (Autonomous)*

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#### **2. Objectives:**

- To train the learners in Tally and Excel for Analysis and Auditing.
- To understand GST Act.
- To train the learners to calculate Tax Deducted at Source (TDS) with the help of software.

#### **3. Target Audience:**

The course is offered to: Second and Third Year Undergraduate Learners.

#### **4. The Practice:**

##### **i. Team:**

The team for 'Train, Earn and Learn Course' consists of:

- Co-ordinators from:
  - ICAI Programme 01
  - Tolani College of Commerce 01
- Trainers: 08

##### **ii. Training Duration:**

The course is for duration 36 hours and the sessions are conducted 12 days for duration of 3 hours a day.

##### **iii. The details of the study module are as follows:**

There are 4 modules which cover everything to make a learner employable. Study material is provided for reference. The details of the modules are as follows:

- Module 1: Business Communications
- Module 2: Personality Development





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# Tolani College of Commerce (Autonomous)

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- Module 3: Social and Business Etiquette
- Module 4: Effective Office Management

### 5. Outcomes:

- ✓ Increased social interactions amongst the learners
- ✓ Improvement in analyzing the accounting data by using Tally and Excel
- ✓ Ability to file the Income Tax, Registration Procedure of GST and different types of returns

### 6. Co-ordinators from:

ICAI : CA Sarbani Kappor  
Tolani College of Commerce: Dr. Leena Nair

### Details of Trainers:

Batch Number	Trainers
Batch 1	CA. Sangeeta Pandit CA. Jyoti Malkani CA. Dr. Prakash Valecha CA. Darshak Thakkar CA. Rupal Haria CA. Zainab Lokkandwala CA. Charu Dutt Marate CA. Nishit Shah

*MHA*







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## Tolani College of Commerce (Autonomous)

### तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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#### 7. Details of Batches:

Academic Year	No. of Batches	Dates	No. of students		
			Enrolled	Completed	Certified
2021-2022	01	25-10-2021 to 10-11-2021	106	106	106

#### List of Learners in Train, Earn and Learn Programme

Sr. No	Name of the Student	Programme & Class	Roll No.	Enrolled	Completed	Certified
1	Aakansha Anil Mhatle	T.Y.B.Com.	503	Yes	Yes	Yes
2	Aarti Vinayak Wandekar	S.Y.B.A.F.	52	Yes	Yes	Yes
3	Aarti Virendra Chaurasiya	T.Y.B.A.F.	06	Yes	Yes	Yes
4	Abhishek Kamat	T.Y.B.Com.	319	Yes	Yes	Yes
5	Afsana Shaikh	S.Y.B.A.F.	39	Yes	Yes	Yes
6	Akshay Ananda Nivale	S.Y.B.Com.	207	Yes	Yes	Yes
7	Amaan Ansari	S.Y.B.A.F.	01	Yes	Yes	Yes
8	Anisha Yadav	S.Y.B.Com.	384	Yes	Yes	Yes
9	Anusha Dayanand Pujari	T.Y.B.A.F.	62	Yes	Yes	Yes
10	Arti Umapati Yadav	S.Y.B.A.F.	54	Yes	Yes	Yes
11	Ashwini Bhau Sonawane	S.Y.B.Com.	483	Yes	Yes	Yes

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MMA





# Tolani College of Commerce (Autonomous)

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Sr. No	Name of the Student	Programme & Class	Roll No.	Enrolled	Completed	Certified
12	Carol Fernandes	S.Y.B.A.F.	10	Yes	Yes	Yes
13	Chaithanya Anand Poojary	T.Y.B.Com.	526	Yes	Yes	Yes
14	Chetan Santosh Satose	S.Y.B.A.F.	38	Yes	Yes	Yes
15	Dipti Jadhav	S.Y.B.Com.	390	Yes	Yes	Yes
16	Divya Dharmraj Yadav	T.Y.B.A.F.	71	Yes	Yes	Yes
17	Divya Doiphode	S.Y.B.A.F.	08	Yes	Yes	Yes
18	Ekta Prakash Kakad	S.Y.B.Com.	52	Yes	Yes	Yes
19	Gitanjali Bajirao Bajaga	S.Y.B.A.F.	03	Yes	Yes	Yes
20	Gurjot Kaur Giran	T.Y.B.A.F.	11	Yes	Yes	Yes
21	Harsh Ambre	T.Y.B.Com.	1	Yes	Yes	Yes
22	Hrithik Somashekhar Poojary	S.Y.B.Com.	95	Yes	Yes	Yes
23	Ishika Rajendra Dalvi	S.Y.B.Com.	586	Yes	Yes	Yes
24	Ishita Kanrar	S.Y.B.Com.	332	Yes	Yes	Yes
25	Jai Gajanan Naik	S.Y.B.A.F.	29	Yes	Yes	Yes
26	Jessica Mathew.	T.Y.B.A.F.	14	Yes	Yes	Yes
27	Kanchan Gupta	T.Y.B.A.F.	67	Yes	Yes	Yes
28	Kayalvizhi Arulraj Nadar	T.Y.B.A.F.	17	Yes	Yes	Yes
29	Khan Nadiya Afzal	S.Y.B.Com.	394	Yes	Yes	Yes
30	Kunal Kodgunte	T.Y.B.A.F.	19	Yes	Yes	Yes
31	Manisha Mahendraprtap Singh	T.Y.B.Com.	386	Yes	Yes	Yes
32	Manisha Surendra Yadav	T.Y.B.A.F.	51	Yes	Yes	Yes
33	Maurya Siddhi Vijaybahadur	S.Y.B.Com.	194	Yes	Yes	Yes
34	Maya Amod Nigudkar	T.Y.B.A.F.	29	Yes	Yes	Yes

*M. H. P.*





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Sr. No	Name of the Student	Programme & Class	Roll No.	Enrolled	Completed	Certified
35	Mokshitha Vittala Moolya	T.Y.B.A.F.	25	Yes	Yes	Yes
36	Mrunal Sarmalkar	T.Y.B.A.F.	37	Yes	Yes	Yes
37	Namita Korgaonkar	T.Y.B.M.S.	24	Yes	Yes	Yes
38	Neha Koyri	S.Y.B.A.F.	23	Yes	Yes	Yes
39	Neha Maurya	T.Y.B.Com.	227	Yes	Yes	Yes
40	Nicia Louis Dias	S.Y.B.Com.	23	Yes	Yes	Yes
41	Nikhil Baraiya	T.Y.B.A.F.	05	Yes	Yes	Yes
42	Nilesh Chaudhary	T.Y.B.A.F.	72	Yes	Yes	Yes
43	Omkar Rajendra Powale	S.Y.B.Com.	517	Yes	Yes	Yes
44	Paramveer Singh	T.Y.B.A.F.	46	Yes	Yes	Yes
45	Pooja Choudhary	S.Y.B.A.F.	07	Yes	Yes	Yes
46	Prajakta Pramod Khot	T.Y.B.Com.	23	Yes	Yes	Yes
47	Prajna Purushotham Bangera	T.Y.B.A.F.	04	Yes	Yes	Yes
48	Preety Yadav	T.Y.B.A.F.	49	Yes	Yes	Yes
49	Priya Vijay Dubey	S.Y.B.Com.	593	Yes	Yes	Yes
50	Priyanka Majhi	T.Y.B.M.S.	26	Yes	Yes	Yes
51	Rashmi Jaya Poojari	T.Y.B.A.F.	33	Yes	Yes	Yes
52	Renita Mathias	T.Y.B.A.F.	23	Yes	Yes	Yes
53	Rithika Amin	T.Y.B.M.S.	01	Yes	Yes	Yes
54	Riya Mandot	T.Y.B.A.F.	22	Yes	Yes	Yes
55	Rutika Ravindra Satam	S.Y.B.Com.	100	Yes	Yes	Yes
56	Sakshi Ingle	S.Y.B.Com.	42	Yes	Yes	Yes
57	Sampada Mistry	M.Com.- Part II	67	Yes	Yes	Yes
58	Sanah Mandal	T.Y.B.A.F.	21	Yes	Yes	Yes
59	Santosh Waikar	S.Y.B.A.F.	66	Yes	Yes	Yes
60	Sapna Keshu Gami	T.Y.B.A.F.	10	Yes	Yes	Yes
61	Selvita Wadlekar	T.Y.B.A.F.	57	Yes	Yes	Yes

*M. M. S.*





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Sr. No	Name of the Student	Programme & Class	Roll No.	Enrolled	Completed	Certified
62	Sharmila Lingaraj Nadar	M.Com.- Part I	33	Yes	Yes	Yes
63	Sheikh Ayesha Abdul Azim	T.Y.B.A.F.	44	Yes	Yes	Yes
64	Shilpa Vengalath Bharathan	T.Y.B.A.F.	48	Yes	Yes	Yes
65	Shivaji Singh	S.Y.B.Com.	368	Yes	Yes	Yes
66	Shubham Patade	T.Y.B.A.F.	31	Yes	Yes	Yes
67	Shubham Subhash Dhivar	S.Y.B.Com.	312	Yes	Yes	Yes
68	Shubhangi Bhagwan Misal	S.Y.B.Com.	196	Yes	Yes	Yes
69	Siddhesh Umesh Marathe.	T.Y.B.A.F.	59	Yes	Yes	Yes
70	Siddhi Sunil Ghag	S.Y.B.Com.	30	Yes	Yes	Yes
71	Sonali Sidram Mislolu	T.Y.B.A.F.	24	Yes	Yes	Yes
72	Sonali Vijay Vanduskar	S.Y.B.Com.	120	Yes	Yes	Yes
73	Sonam Pramod Dubey	S.Y.B.A.F.	09	Yes	Yes	Yes
74	Sukanya Vilas More	T.Y.B.Com.	31	Yes	Yes	Yes
75	Suzanne Lobo	T.Y.B.A.F.	20	Yes	Yes	Yes
76	Tanushree Deepak Mestri	S.Y.B.A.F.	26	Yes	Yes	Yes
77	Trisha Anand Churmure	S.Y.B.Com.	19	Yes	Yes	Yes
78	Vivek Pandey	S.Y.B.Com.	215	Yes	Yes	Yes
79	Yadav Krishna Shivcharan	S.Y.B.Com.	492	Yes	Yes	Yes
80	Yadav Ravita Nankan Prasad	S.Y.B.Com.	498	Yes	Yes	Yes
81	Yogesh Agarwal	T.Y.B.A.F.	01	Yes	Yes	Yes
82	Shreya Nitin Utekar	S.Y.B.Com.	487	Yes	Yes	Yes

M. K. S.





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Sr. No	Name of the Student	Programme & Class	Roll No.	Enrolled	Completed	Certified
83	Preeti Dhurpat Singh	T.Y.B.Com.	577	Yes	Yes	Yes
84	Ekta Mishra	T.Y.B.A.F.	55	Yes	Yes	Yes
85	Prajakta Savardekar	T.Y.B.F.M.	44	Yes	Yes	Yes
86	Mukta Sunil Nikambe	S.Y.B.Com.	206	Yes	Yes	Yes
87	Nasreen Anwar Khan	S.Y.B.A.F.	58	Yes	Yes	Yes
88	Sanjana Vilas Sawant	T.Y.B.B.I.	61	Yes	Yes	Yes
89	Omkar Girish Shetty	T.Y.B.Com.	550	Yes	Yes	Yes
90	Sujata Sawant	S.Y.B.A.F.	37	Yes	Yes	Yes
91	Tisha Nilesh Gala	S.Y.B.A.F.	12	Yes	Yes	Yes
92	Ujala Narayan Msihra	S.Y.B.A.F.	27	Yes	Yes	Yes
93	Aachal Sharma	T.Y.B.B.I.	47	Yes	Yes	Yes
94	Sheikh Shahjadi Begum	S.Y.B.A.F.	43	Yes	Yes	Yes
95	Komal . Manohar .Bhise	T.Y.B.B.I.	06	Yes	Yes	Yes
96	Shantanu Mandal	S.Y.B.A.F.	68	Yes	Yes	Yes
97	Sangita Gautam Malik	S.Y.B.Com.	192	Yes	Yes	Yes
98	Lakdawala Lubna Maqsood	M.Com.- Part I	27	Yes	Yes	Yes
99	Rochelle Ronald Dias	M.Com.- Part I	13	Yes	Yes	Yes
100	Pranali Mahesh Dalvi	S.Y.B.Com.	21	Yes	Yes	Yes
101	Sahil Manohar Kadam	T.Y.B.Com.	485	Yes	Yes	Yes
102	Jhanvi Chepyala	S.Y.B.A.F.	46	Yes	Yes	Yes
103	Alexander Patrick Martis	M.Com.- Part I	102	Yes	Yes	Yes
104	Krithi Poojary	T.Y.B.M.S.	69	Yes	Yes	Yes
105	Bhakti Runglecha	S.Y.B.F.M.	33	Yes	Yes	Yes
106	Perinbaarasi Chelladurai	T.Y.B.Com.	338	Yes	Yes	Yes

*Handwritten signature*





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# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

Re-Accredited (3<sup>rd</sup> Cycle) by N.A.A.C. with 'A' Grade (CGPA 3.03)

150-151, SHER-E-PUNJAB SOCIETY,  
GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu



Certificates of learners who have successfully completed the course

*M.A.S.*





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*Manish*





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Verified & Found Correct

*murugan*

Teacher In-charge  
Mr. Murugan Nadar

*Mehrunnisa*

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93, Andheri (East), Mumbai - 400 093.

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*Vijaya Krishna*  
PRINCIPAL

Dr. Vijaya Krishna  
Principal



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# *Tolani College of Commerce (Autonomous)*

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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College NAAC Code No. MHC0GN10577  
AQAR 2021 - 2022

**Short Term Value-Added Certificate Course  
in Retail Marketing  
in collaboration with University of Mumbai  
for Academic Year 2021 - 2022**

### **1. Introduction:**

The College offers an Add-on Certificate Course in Retail Marketing offered by University of Mumbai. The Indian retail industry has emerged as one of the most dynamic and fast-paced industries. This course helps the learners in enhancing skills related to it. A learner completing this course, can pursue a career either in industry or academics or opt for higher studies in India or abroad.

### **2. Objectives:**

- To familiarize the learners with different retail marketing concepts which will help them to create value in their career.
- To help the learners apply conceptual knowledge in the project for better learning process.

### **3. Target Audience:**

- The course is offered to all degree college learners.

### **4. The Practice:**

- i. Co-ordinator and Trainer from Tolani College of Commerce **Ms. Priyanka Bhalekar**
- ii. This course provides the learners with a comprehensive view of retailing and application of marketing concepts in retail industry environment.
- iii. The course is divided into two terms each of which covers 'Theoretical Concepts' and 'Practical Concepts';





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Website : tcc.tolani.edu

The details of 'Theoretical Concepts' are as follows:

- Marketing
- Retail Marketing
- Customer Relationship Management
- Types of Retailing
- Retail Marketing Mix
- Strategic Planning and Issues in Retailing

The details of 'Practical Concepts' are as follows:

- Consumer Research
- Marketing Research
- Project on a particular product
- Workshop
- Seminar
- Guest Lectures

### 5. Outcomes:

- Learners understand the basic marketing concepts through various case-studies.
- Learners understand how a retail business can be started and how it can be scalable.
- Learners can differentiate between various retail outlets.

### 6. Details of Batches:

Academic Year	Batches during the year	Batch Number	Number of Learners		
			Enrolled	Completed	Certified
2021-2022	1	Batch 1	22	20	20
Total			22	20	20

M/2021





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# Tolani College of Commerce (Autonomous)

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### List of Learners for Certificate Course of Retail Marketing A.Y. 2021-2022

Sr. No.	Name of the Learner	Class & Programme	Roll No.	Enrolled	Completed	Certified
1.	Khan Nasreen	S.Y.B.A.F.	58	Yes	Yes	Yes
2.	Kakad Ekta	S.Y.B.Com.	52	Yes	Yes	Yes
3.	Khan Shezadi	S.Y.B.A.F.	67	Yes	Yes	Yes
4.	Karia Pranav	S.Y.B.A.F.	20	Yes	Yes	Yes
5.	Madhuk Yogetha	S.Y.B.A.F.	24	Yes	Yes	Yes
6.	Choudhary Neetu	S.Y.B. Com	160	Yes	No	No
7.	Doiphode Divya	S.Y.B.A.F.	08	Yes	Yes	Yes
8.	Priyanka Padhi	S.Y.B.Com.	208	Yes	Yes	Yes
9.	Dhawale Mrunal	S.Y.B.F.M.	10	Yes	Yes	Yes
10.	Runglecha Bhakti	S.Y.B.F.M.	33	Yes	Yes	Yes
11.	Gala Tisha	S.Y.B.A.F.	12	Yes	Yes	Yes
12.	Shantanu Mandal	S.Y.B.A.F.	68	Yes	Yes	Yes
13.	D'souza Janice	S.Y.B.F.M.	11	Yes	Yes	Yes
14.	Ambre Harsh	T.Y.B.Com.	01	Yes	Yes	Yes
15.	Misquith Lanne	T.Y.B.Com.	413	Yes	Yes	Yes
16.	Cabral Valreen	S.Y.B.F.M.	05	Yes	Yes	Yes
17.	Yadav Ravita	S.Y.B.Com.	498	Yes	Yes	Yes
18.	Poojary Hrithik	S.Y.B.Com.	95	Yes	Yes	Yes
19.	Rai Shivnarayan	S.Y.B.B.I.	41	Yes	Yes	Yes
20.	Durga Shinde	T.Y.B.Com.	270	Yes	No	No
21.	Varma Ankit	T.Y.B.B.I.	50	Yes	Yes	Yes
22.	Shaikh Riza	T.Y.B.M.S.	50	Yes	Yes	Yes

*M/1/2021*





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# Tolani College of Commerce (Autonomous)

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Certificates of learners who have successfully completed the course



### Tolani College of Commerce

150 - 151, Sher-E-Punjab Society, Andheri (East), Mumbai - 400 093.  
Reaccredited with 'A' Grade by N.A.A.C.

**University of Mumbai Affiliated  
Certificate Course**

**Certificate Awarded to**

Mr./Ms. Shrikh Puro

for successfully completing the Certificate Course in

Retail Marketing

during the Academic Year 2021-2022 and was awarded

A Grade. (20 Credits)

  
**Course Co-ordinator**

Date: 08 JUL 2022



  
**PRINCIPAL**

*M. K. ...*





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# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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### Certificates of learners who have successfully completed the course



**Tolani College of Commerce**  
150 - 151, Sher-E-Punjab Society, Andheri (East), Mumbai - 400 093.  
Reaccredited with 'A' Grade by N.A.A.C.

**University of Mumbai Affiliated  
Certificate Course**

**Certificate Awarded to**  
26/10/2022 D'Souza Janice Joseph

for successfully completing the Certificate Course in  
Retail Marketing

during the Academic Year 2022-2023 and was awarded  
A Grade (20 credits)

  
Course Co-ordinator

  
PRINCIPAL

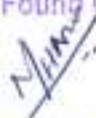
Date : 26/10/2022



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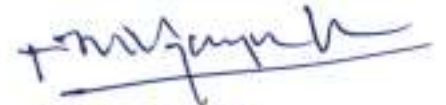


Teacher In-charge  
Ms. Priyanka Bhalekar



Internal Coordinator For Data Verification & Validation  
Tolani College of Commerce (Autonomous), Mumbai 93

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator



PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

Dr. Vijaya Krishna  
Principal





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# *Tolani College of Commerce (Autonomous)*

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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Website : tcc.tolani.edu

**College NAAC Code No. MHCOGN10577**  
**AQAR 2021 - 2022**

**Short-Term Value-Added Course**  
**Advanced Programming in Java Web Programming (Hybrid)**  
**in collaboration with Anudip Foundation**  
**2021 – 2022**

### **1. Introduction:**

Anudip Foundation for Social Welfare, set up in 2007, is a Section 8 non-profit company as per Companies Act, 2013. Over the past 12 years Anudip Foundation has worked with international and national agencies, government units, corporations and community-based organizations to offer sustainable livelihood programs for disadvantaged groups residing in the rural and semi-urban West Bengal, Odisha, Jharkhand, Andhra Pradesh, Telangana, Tamil Nadu, Rajasthan, Maharashtra, North East and Delhi. Java Web Programming is an advanced technology or advance version of Java specially designed to develop web-based, network-centric or enterprise applications. It is a specialization in specific domain.

### **2. Objectives:**

- To develop the ability to logically plan and develop web pages.
- It allows learners to create modular programs and reusable code.

### **3. Target Audience:**

The course is offered to: **Third Year Degree College Learners**

### **4. The Practice:**

#### **i. Team:**

The team consists of the following members:

- Coordinators from:
  - Anudip Foundation 1
  - Tolani College of Commerce 1
- Trainer 1





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## Tolani College of Commerce (Autonomous)

### तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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- ii. The total duration of the course is **6 months**.  
iii. Details of the 'Advanced Programming in Java Web Programming Course' are as follows:

- Chapter 1: HTML5
- Chapter 2: CSS
- Chapter 3: JavaScript
- Chapter 4: JQUERY
- Chapter 5: BOOTSTRAP4
- Chapter 6: Core Java
- Chapter 7: Advanced java (framework)

#### 5. Outcome:

Learners are prepared for developing a fully functioning website which can be easily deployed on a web server. The learners will be able to solve programming problems by combining visual components and classes.

#### 6. Coordinators from

Anudip Foundation:

Ms. Nibedita Pandit

Tolani College of Commerce:

Ms. Bandita Singh

Trainer of Advanced Programming in Java Web Programming:

Ms. Priti Yadav

#### 7. Details of Batches:

##### Advanced Programming in Java Web Programming

Academic Year	No. of Batches	Dates	Number of Learners		
			Enrolled	Completed	Certified
2021-2022	1	01/10/2021 to 31/03/2022	23	23	23

Duration of the Course: 1<sup>st</sup> October, 2021 to 31<sup>st</sup> March, 2022





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# Tolani College of Commerce (Autonomous)

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### List of Third Year Degree College Learners for Advanced Programming in Java Web Programming for the Academic Year 2021 - 2022

Sr. No.	Name	Roll No.	Enrolled	Completed	Certified
1.	Sakshi Vishwanath Shetty	347	Yes	Yes	Yes
2.	Rashmi Balbhadra Sing Negi	27	Yes	Yes	Yes
3.	Snehil Aniruddh Singh	354	Yes	Yes	Yes
4.	Tejal Pujari	34	Yes	Yes	Yes
5.	Adrian Gregory Vaz	48	Yes	Yes	Yes
6.	Nishma Poojari	32	Yes	Yes	Yes
7.	Pratham Varkala	47	Yes	Yes	Yes
8.	Navneet Udaybhan Maurya	21	Yes	Yes	Yes
9.	Aniket Dadasaheb Ubale	67	Yes	Yes	Yes
10.	Rutika Chandrakant Nikam	28	Yes	Yes	Yes
11.	Mandar Ravindra Surve	43	Yes	Yes	Yes
12.	Nilesh Kumar Yadav	57	Yes	Yes	Yes
13.	Piyush Sunilkumar Chauhan	02	Yes	Yes	Yes
14.	Shubham Verma	50	Yes	Yes	Yes
15.	Ankit Vishwakarma	71	Yes	Yes	Yes
16.	Tejaswi Balkrishna Gorule	06	Yes	Yes	Yes
17.	Harish Mahendra Kirti	17	Yes	Yes	Yes
18.	Tabrez Abdul Shaikh	60	Yes	Yes	Yes
19.	Nikita Vitthal Sawant	37	Yes	Yes	Yes







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20.	Priyanka Singh	41	Yes	Yes	Yes
21.	Ashwin Vinod Yadav	53	Yes	Yes	Yes
22.	Neha Yadav	56	Yes	Yes	Yes
23.	Ashwani Ravindran	19	Yes	Yes	Yes

For  
Teacher In-charge  
Ms. Bandita Singh

Verified & Found Correct

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

**PRINCIPAL**

Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

Dr. Vijaya Krishna  
Principal





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# *Tolani College of Commerce (Autonomous)*

## **तोलानी वाणिज्य महाविद्यालय (स्वायत्त)**

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**College NAAC Code No. MHCOGN10577**  
**AQAR 2021 - 2022**

**Short-Term Value-Added Course**  
**Diploma in Accounting with Tally (Hybrid)**  
**in collaboration with Anudip Foundation**  
**2021 – 2022**

### **1. Introduction:**

Anudip Foundation for Social Welfare, set up in 2007, is a Section 8 non-profit company as per Companies Act, 2013. Over the past 12 years Anudip Foundation has worked with international and national agencies, government units, corporations and community-based organizations to offer sustainable livelihood programs for disadvantaged groups residing in the rural and semi-urban West Bengal, Odisha, Jharkhand, Andhra Pradesh, Telangana, Tamil Nadu, Rajasthan, Maharashtra, North East and Delhi. Accounting with Tally helps businesses record transactions, process and present the business information in the form of reports, giving a complete picture of the financial position.

### **2. Objectives:**

- To make learners capable of creating company through the software, entering accounting voucher entries including advance voucher entries, reconciling bank statements, doing accrual adjustments, and also printing financial statements.
- To make learners employable.

### **3. Target Audience:**

The course is offered to: **Third Year Degree College Learners**

### **4. The Practice:**

#### **i. Team:**

The team consists of the following members:

- Coordinators from:  
Anudip Foundation  
Tolani College of Commerce
- Trainer

1  
1  
1





# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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- ii. The total duration of the course is **4 to 5 months**.  
iii. Details of the 'Diploma in Accounting with Tally' are as follows:

- Chapter 1: Advance Inventory
- Chapter 2: Income Tax & TDS
- Chapter 3: Advance Accounting
- Chapter 4: Payroll Accounting
- Chapter 5: GST9V, Tally

**5. Outcome:**

Learners will possess required skills and can be employed as Tally Data Entry Operator.

**6. Coordinators from**

Anudip Foundation:

**Ms. Nibedita Pandit**

Tolani College of Commerce:

**Ms. Bandita Singh**

Trainer of Diploma in Accounting with Tally:

**Ms. Purvi Jigar**

**7. Details of Batches:**

### Diploma in Accounting with Tally

Academic Year	Batch Number	Dates	Number of Learners		
			Enrolled	Completed	Certified
2021-2022	1	01/10/2021 to 22/02/2022	18	18	18

**Duration of the Course:** 1<sup>st</sup> October, 2021 to 22<sup>nd</sup> February, 2022

*M.A.*





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# Tolani College of Commerce (Autonomous)

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

(Sponsored and Managed by Tolani Education Society, Mumbai - 400 021)  
(Recognised Linguistic (Sindhi) Minority Institution, Affiliated to University of Mumbai)

Re-Accredited (3<sup>rd</sup> Cycle) by N.A.A.C. with 'A' Grade (CGPA 3.03)

150-151, SHER-E-PUNJAB SOCIETY,  
GURU GOBIND SINGH ROAD,  
ANDHERI (EAST), MUMBAI-400 093.

Tel. : (022) 6153 5455  
Fax : (022) 6153 5456  
E-mail : tcc@tolani.edu  
Website : tcc.tolani.edu

### List of Third Year Degree College Learners for Diploma in Accounting with Tally for the Academic Year 2021 - 2022

Sr. No.	Name	Roll No.	Enrolled	Completed	Certified
1.	Shruti Manohar Kadam	486	Yes	Yes	Yes
2.	Sakshi Sunil Shirke	551	Yes	Yes	Yes
3.	Anjali Dangi	310	Yes	Yes	Yes
4.	Shilpa Vengalath	48	Yes	Yes	Yes
5.	Prajna Purushotham Bangera	04	Yes	Yes	Yes
6.	Nilesh Shambhunath Chaudhary	44	Yes	Yes	Yes
7.	Laxmi Raju Panchal	516	Yes	Yes	Yes
8.	Prashant Kumal	496	Yes	Yes	Yes
9.	Ashwini Sadanand Nishad	30	Yes	Yes	Yes
10.	Kavita Singh	553	Yes	Yes	Yes
11.	Archita Singh	277	Yes	Yes	Yes
12.	Shraddha Jagannath Varadkar	563	Yes	Yes	Yes





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## Tolani College of Commerce (Autonomous)

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13.	Priyanka Sahani	254	Yes	Yes	Yes
14.	Shweta Santosh Tiwari	118	Yes	Yes	Yes
15.	Swati Chandrakant More	379	Yes	Yes	Yes
16.	Kausalya Udaiyar	61	Yes	Yes	Yes
17.	Archana Balgopal Gupta	56	Yes	Yes	Yes
18.	Kishan Pravesh Mishra	24	Yes	Yes	Yes



*M/MS*



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Certificate of a learner who has successfully completed the course

*Bandita Singh*

For

Teacher In-charge  
Ms. Bandita Singh

Verified & Found Correct

*Manisha Banerjee*

Internal Committee For Data Verification & Validation  
Tolani College Of Commerce (Autonomous), Mumbai-93

Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*Vijaya Krishna*

PRINCIPAL

Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

Dr. Vijaya Krishna  
Principal





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# *Tolani College of Commerce (Autonomous)*

## तोलानी वाणिज्य महाविद्यालय (स्वायत्त)

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**College NAAC Code No. MHCOGN10577**  
**AQAR 2021 - 2022**

**Short-Term Value-Added Course**  
**Advanced Program in Digital Marketing (Hybrid)**  
**in collaboration with Anudip Foundation**  
**2021 – 2022**

### **1. Introduction:**

Anudip Foundation for Social Welfare, set up in 2007, is a Section 8 non- profit company as per Companies Act, 2013. Over the past 12 years Anudip Foundation has worked with international and national agencies, government units, corporations and community-based organizations to offer sustainable livelihood programs for disadvantaged groups residing in the rural and semi-urban West Bengal, Odisha, Jharkhand, Andhra Pradesh, Telangana, Tamil Nadu, Rajasthan, Maharashtra, North East and Delhi. It offers Advanced Program in Digital Marketing. Digital Marketing, also called 'Online Marketing', is the promotion of brands to connect with potential customers using the internet and other forms of digital communication.

### **2. Objectives:**

- To help learners achieve business goals by interlinking digital platforms such as Instagram, YouTube.
- To help learners increase e-commerce sales, drive more leads, build audience engagement with their brand.

### **3. Target Audience:**

The course is offered to: **Third Year Degree College Learners**

*M. Khan*





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## Tolani College of Commerce (Autonomous)

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#### 4. The Practice:

i. Team:

The team consists of the following members:

- Coordinators from:
  - Anudip Foundation 1
  - Tolani College of Commerce 1
- Trainer: 1

ii. The total duration of the course is **4 months**.

iii. Details of the 'Advanced Program in Digital Marketing Course' are as follows:

- ✓ Chapter 1: Website Planning
- ✓ Chapter 2: WordPress Website
- ✓ Chapter 3: Search Engine Optimization
- ✓ Chapter 4: Blogging
- ✓ Chapter 5: Social Media Optimization
- ✓ Chapter 6: Google Ads Google Analytics
- ✓ Chapter 7: Google Search
- ✓ Chapter 8: Email Marketing

#### 5. Outcome:

- Learner can reach a large audience with minimal effort and can also target audience more effectively. It helps learner to connect with mobile customers.

#### 6. Coordinators from:

Anudip Foundation:

Ms. Nibedita Pandit

Tolani College of Commerce:

Ms. Bandita Singh

Trainer of Advanced Program in Digital Marketing:

Ms. Purvi Jigar







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### 7. Details of Batches:

#### Advanced Program in Digital Marketing

Academic Year	Batch Number	Dates	Number of Learners		
			Enrolled	Completed	Certified
2021-2022	1	24/09/2021 to 15/01/2022	13	13	13

Duration of the Course: 24<sup>th</sup> September, 2021 to 15<sup>th</sup> January, 2022

#### List of Third Year Degree College Learners for Advanced Program in Digital Marketing for the Academic Year 2021 - 2022

Sr. No.	Name	Roll No.	Enrolled	Completed	Certified
1.	Preety Yadav	49	Yes	Yes	Yes
2.	Sneha Dayanand Kotian	25	Yes	Yes	Yes
3.	Lalita Kanaram Mali	498	Yes	Yes	Yes
4.	Sailee Arun Baip	455	Yes	Yes	Yes
5.	Casilda Dgama	61	Yes	Yes	Yes
6.	Shraddha Kalkar	136	Yes	Yes	Yes
7.	Kanchan Gupta	67	Yes	Yes	Yes
8.	Divya Krishnan	469	Yes	Yes	Yes
9.	Bharati Laldev Yadav	566	Yes	Yes	Yes
10.	Sneha Nair	508	Yes	Yes	Yes
11.	Arati Surendra Yadav	564	Yes	Yes	Yes
12.	Sufiyan Patel	32	Yes	Yes	Yes
13.	Rajkuwer Yadav	126	Yes	Yes	Yes





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Certificate of a learner who has successfully completed the course

*[Signature]*  
For Teacher In-charge  
Ms. Bandita Singh

Verified & Found Correct

*[Signature]*  
Internal Committee For Inter Verification & Validation  
Tolani College of Commerce (Autonomous), Mumbai-93  
Checked by  
Dr. Ansari Mehrunnisa  
I.Q.A.C. Co-ordinator

*[Signature]*  
PRINCIPAL  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.  
Dr. Vijaya Krishna  
Principal





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# Tolani College of Commerce (Autonomous)

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College NAAC Code No. MHC0GN10577

AQAR 2021 – 2022

### Short-Term Value-Added Course

#### Diploma in Networking and Cisco Certified Network Associate (CCNA) (Hybrid)

in collaboration with Anudip Foundation

2021 – 2022

#### 1. Introduction:

Anudip Foundation for Social Welfare, set up in 2007, is a Section 8 non-profit company as per Companies Act, 2013. Over the past 12 years Anudip Foundation has worked with international and national agencies, government units, corporations and community-based organizations to offer sustainable livelihood programs for disadvantaged groups residing in the rural and semi-urban West Bengal, Odisha, Jharkhand, Andhra Pradesh, Telangana, Tamil Nadu, Rajasthan, Maharashtra, North East and Delhi.

Computer Networking refers to interconnected computing devices that can exchange data and share resources with each other. These networked devices use a system of rules, called 'Communications Protocols', to transmit information over physical or wireless technologies.

#### 2. Objectives:

- It will help learners to provide high reliability by achieving replicating the files on two or more machines.
- It will help learners to provide streamlined collaboration and communication.

#### 3. Target Audience:

The course is offered to: **Third Year Degree College Learners**

#### 4. The Practice:

The team consists of the following members:

- Coordinators from:  
Anudip Foundation 1  
Tolani College of Commerce 1
- Trainer 1

Page 1 of 3





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## *Tolani College of Commerce (Autonomous)*

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- i. The total duration of the course is **4 to 6 months**.
- ii. Details of the 'Diploma in Networking and Cisco Certified Network Associate(CCNA)' are as follows:

- Chapter 1: Introduction about Computers
- Chapter 2: Evolution of Computers
- Chapter 3: Detailed information about internal as well as external components
- Chapter 4: Partitioning of drives
- Chapter 5: Windows Installation (all about operating system)
- Chapter 6: Introduction about network

#### 5. Outcome:

Learners can perform:

- Identification and Configuration of LAN switching technologies
- Description, Implementation and Verification of IP Routing Technologies
- Identification and Configuration of WAN technologies
- Identification and Configuration of Infrastructure Services

#### 6. Coordinators from

**Anudip Foundation:**

**Tolani College of Commerce:**

**Trainer of Diploma in Networking and**

**Cisco Certified Network Associate**

**Ms. Nibedita Pandit**

**Ms. Bandita Singh**

**Mr. Mangesh Mali**





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# Tolani College of Commerce (Autonomous)

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### 7. Details of Batches:

#### Diploma in Networking and Cisco Certified Network Associate

Academic Year	Number of Batches	Dates	Number of Learners		
			Enrolled	Completed	Certified
2021-2022	1	01/10/2021 to 28/02/2022	03	03	03

Duration of the Course: 1<sup>st</sup> October, 2021 to 28<sup>th</sup> February, 2022

#### List of Third Year Degree College Learners for Diploma in Networking and Cisco Certified Network Associate for the Academic Year 2021 - 2022

Sr. No.	Name	Roll No.	Enrolled	Completed	Certified
1.	Agaz Ahmed Khan	31	Yes	Yes	Yes
2.	Gaurav Salaskar	35	Yes	Yes	Yes
3.	Navik Kedarnath	63	Yes	Yes	Yes

*Bandita Singh*

Verified & Found Correct

*Vijaya Krishna*  
**PRINCIPAL**  
Tolani College of Commerce  
Andheri (East), Mumbai - 400 093.

For **Teacher In-charge**  
**Ms. Bandita Singh**

Internal Co-ordinator & Validation  
Checked by  
**Dr. Ansari Mehrunnisa**  
I.Q.A.C. Co-ordinator

**Dr. Vijaya Krishna**  
Principal





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**College NAAC Code No. MHCOGN10577**  
**AQAR 2021 - 2022**

**Short Term Value-Added Course (Online)**  
**'Campus to Career Program'**  
**in collaboration with TNS India Foundation (TNSIF)**  
**2021 - 2022**

**1. Introduction:**

TNS India Foundation's 'Campus to Corporate Careers (C2C) Program' works with youth in their final year of college to develop their skills and build agency over their careers through a hands-on, interactive blend of skills training, career counselling, and corporate linkages. It is a free-of-cost course for learners from financially challenged background.

**2. Objectives:**

- Provide soft skills training in personality development, communication readiness, career readiness, digital literacy, aptitude training and work readiness.
- Unlock the economic potential of deserving young people by helping them kick start their careers in the formal sector, ultimately leading to improved family incomes.

**3. Target Audience:**

The course is offered to: **Third Year learners of all Undergraduate Programmes**

*M. J. ...*





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#### 4. The Practice:

i. Team:

The team consists of the following members:

- Coordinators from:
  - TNS India Foundation 1
  - Tolani College of Commerce 1
- Trainer 1

ii. Total duration of this course is **80 to 100 hours**.

iii. The details of the course are as follows:

Modules:

- Personal and Professional Effectiveness
- Communication Readiness
- Career Readiness
- Work Readiness
- Digital Literacy
- Aptitude Training
- Career Counselling
- Employment Linkages

#### 5. Outcomes:

- The learners get trained in soft skills.
- They are trained for being job ready and to remain a step ahead of others by being more productive.

*M. A. Khan*





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## **6. Coordinators from: TNS India Foundation**

For the Academic Year 2021-2022

**Ms. Rooja Desai**

## **Tolani College of Commerce:**

For the Academic Year 2021-2022

**Ms. Ansari Mehrunnisa**

## **Details of Batch Trainer:**

For the Academic Year 2021-2022

**Ms. Rooja Desai**

## **7. Details of Batches:**

Academic Year	Batches during the year	Batch Number	Date	Number of Learners		
				Enrolled	Completed	Certified
2021-2022	01	01	14/04/2022	23	21	21

*M. Ansari*







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## List of Third Year Learners

for

for the Academic Year 2021 - 2022

Sr. No.	Name	Class	Enrolled	Completed	Certified
1.	Abhishek Vindkumar Kumar	T.Y.B.Com.	Yes	Yes	Yes
2.	Aditi Sujeet Sharma	T.Y.B.Com.	Yes	Yes	Yes
3.	Jyoti Lalchand Pal	T.Y.B.Com.	Yes	Yes	Yes
4.	Leanne Bonifas Misquith	T.Y.B.Com.	Yes	Yes	Yes
5.	Meenaz Anwarul Siddiqui	T.Y.B.Com.	Yes	Yes	Yes
6.	Mizba Rafiq Shaikh	T.Y.B.Com.	Yes	Yes	Yes
7.	Neha Jeetlal Mishra	T.Y.B.Com.	Yes	Yes	Yes
8.	Rohit Shivshankar Gupta	T.Y.B.Com.	Yes	Yes	Yes
9.	Sandeep Dineshwar Yadav	T.Y.B.Com.	Yes	Yes	Yes
10.	Shahana Sultana Mohammed	T.Y.B.Com.	Yes	Yes	Yes
11.	Soniya Vikas Gond	T.Y.B.Com.	Yes	No	No
12.	Susan Melwyn Rodrigues	T.Y.B.Com.	Yes	Yes	Yes
13.	Vaishnavi Kamal Yadav	T.Y.B.Com.	Yes	Yes	Yes
14.	Yash Ramnath Shetty	T.Y.B.Com.	Yes	Yes	Yes
15.	Vipasha Vijay Sinha	T.Y.B.Com.	Yes	Yes	Yes
16.	Akash Basavraj Rathod	T.Y.B.A.F.	Yes	No	No

*M/11/2021*





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17.	Dona Bino Thythara	T.Y.B.F.M.	Yes	Yes	Yes
18.	Neisha Fernandes	T.Y.B.M.S.	Yes	Yes	Yes
19.	Pooja Rajaram Patel	T.Y.B.B.I.	Yes	Yes	Yes
20.	Sagar Mohan Parab	T.Y.B.B.I.	Yes	Yes	Yes
21.	Sejal Wilfred D'Mello	T.Y.B.F.M.	Yes	Yes	Yes
22.	Tanishka Madhukar Keni	T.Y.B.F.M.	Yes	Yes	Yes
23.	Trupti Tukaram Magdum	T.Y.B.B.I.	Yes	Yes	Yes

*M. HANU*





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*Reshma*

Teacher In-charge  
Ms. Reshma Rajput

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