



BALAJI INSTITUTE OF PHARMACEUTICAL SCIENCES

(Approved by AICTE & PCI, Under Section 12, New Delhi and Affiliated to Kakathiya University, Wgl)

Laknepally (V) Narsampet (M) Warangal Rural (Dist) Telangana State 506331

Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521(Fax)

6.3.3 Non-Teaching staff participating in Faculty development Programs

S. No	Year	Name of the Program
1	2018-19	A seminar on using self techniques for dealing with stress
2	2019-20	A workshop on laboratory safety
3	2020-21	Fire demonstration and basic fire fighting training
4	2021-22	Awareness on NAAC Accreditation in improving quality education
5	2022-23	English communication skill development



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Balaji Institute of Pharmaceutical Sciences
Laknepally (V), Narsampet (M)
Warangal (Dt) - 506 331 (T.S)



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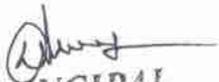
Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521(Fax)

Date: 15/3/2019

CIRCULAR

It is to inform all the non-teaching staff that “A seminar on using self techniques for dealing with stress” is scheduled on 16/3/2019.




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REPORT

Name of the program: "A seminar on using self techniques for dealing with stress"

Date: 16/3/2019

Speaker: **Dr. A. Nagesh**

A seminar on using self techniques for dealing with stress organized by Balaji Institute of Pharmaceutical Sciences and conducted by coordinator.

The following modules were carried out on respective days.

Day 1

MODULE: 1

REASONS OF STRESS

- Heavy work load
- Working for long hours
- Job insecurity
- Work boring

TYPES OF STRESS

- Emotional stress
- Acute stress
- Chronic stress

STRESS MANAGEMENT STRATEGIES

- Mindfulness and meditation
- Progressive muscle relaxation
- Practice deep breathing



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Day 2

MODULE: 2

RELAXATION TECHNIQUES

- Guided Visualization
- Meditation
- Vibro Acoustic
-

IMPROVING QUALITY OF WORK BY DECREASING STRESS

- Boost physiological protection
- Set a barrier around your working hours
- Be concise




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SUMMARY

TOPIC: "A seminar on using self techniques for dealing with stress"

- ❖ Stress inducing factors.
- ❖ Types of stress and the factors that contribute to each type.
- ❖ Managing stress improves the quality of work.
- ❖ The significance of coordination in stress management.
- ❖ Techniques for relaxation that aid people in controlling their stress.

Coordinator

(J. Nagaraju)

Principal



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S.No	Name of the Delegate attended
1	Mr. B. Rajender
2	Mr. R. Vinod kumar
3	Mr. B. Ashok
4	Mr. M. Vishal
5	Mrs. S. Usha
6	Mrs.R. Rajini
7	Mrs. M. Jeevitha
8	Mr. Shaik Kaleem baba
9	Mr. A. Srinivas
10	Mr. B. Ramesh
11	Mr. D. Anil Kumar
12	M. Kumaraswamy
13	D. Sai ram
14	K. Srinivas
15	B. Sindhu



[Signature]
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Certificate of participation

This is to certify that Mr/Mrs. B. Rajender has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

Dr. N. Raghunandhan
Principal

Dr. A. Rajendra Prasad Reddy
Chairman, Balaji Group of Institutions



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Certificate of participation

This is to certify that Mr/Mrs. R. Vinod Kumar has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. B. Ashok has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. M. Vishal has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. S. Usha has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. R. Rajini has successfully completed an add on training session on “A seminar on using self techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Rajini
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Certificate of participation

This is to certify that Mr/Mrs. M. Jeevitha has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. Shaik kaleem Babu has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. A. Srinivas has successfully completed an add on training session on “A seminar on using self techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. B. Ramesh has
successfully completed an add on training session on “A seminar on using self
techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of
Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

Dr. N. Raghunandhan
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Certificate of participation

This is to certify that Mr/Mrs. D. Anil Kumar has
successfully completed an add on training session on “A seminar on using self
techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of
Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. M. Sumanaswamy has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. D. Sai Reddy has successfully completed an add on training session on "A seminar on using self techniques for dealing with stress" on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. K. Srinivas has successfully completed an add on training session on “A seminar on using self techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. N. Raghunandhan
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Certificate of participation

This is to certify that Mr/Mrs. B. Sridha has successfully completed an add on training session on “A seminar on using self techniques for dealing with stress” on 16/03/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. N. Raghunandhan
Principal


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Date: 21/9/2019

CIRCULAR

It is to inform all the non-teaching staff that “A workshop on laboratory safety ” and services is scheduled on 21/9/2019. In this regard all the non-teaching staff is informed to attend the sessions without fail. A certificate will be provided to non teaching staff after completion of the course.



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REPORT

Name of the program: "A workshop on laboratory safety"

Date: 21/9/2019

Trainer: P.Kavitha, Ph.D Scholar, University college of Pharmaceutical Sciences

A workshop on laboratory safety organized by Balaji Institute of Pharmaceutical Sciences and was conducted by event coordinator. The seminars began with examples of small things including laboratory safety tips rules and bacteria.

The following modules were carried out on respective days.

MODULES

- Recognize hazards
- Assess risk
- Minimize risk
- Prepare for emergencies



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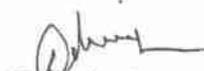
Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521 (Fax)

SUMMARY

A workshop on laboratory safety was organized by Balaji Institute of Pharmaceutical Sciences. Hazardous drugs are used differently by lab employee than by other personnel. Whereas industrial applications often employ large quantities of a few hazardous compounds, laboratories use a wider range of substances in lower amounts and change substances and processes more frequently. This program is designed to give you with knowledge to help you reduce the risk of your laboratory job. It is essential for both your safety and the safety of your coworkers that you are aware of the risks posed by each chemical and how to take the necessary precautions to protect yourself. As well as adhering to all local, state, and federal requirements, you must always minimize chemical exposures and potential emergencies. Additionally, this course will go into lab ventilation, personal protective equipment, chemical hygiene, and chemical dangers.


Coordinator

(Dr. A.Nagesh)


Principal



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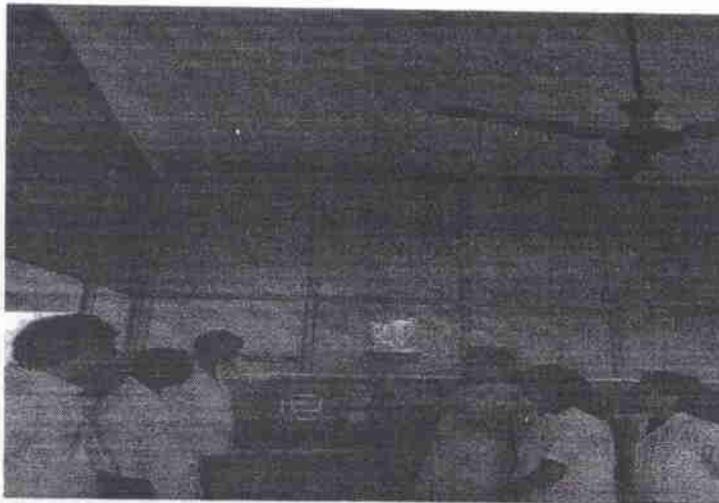
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S.No	Name of the Delegate attended
1	Mr. B. Rajender
2	Mr. R. Vinod kumar
3	Mr. B. Ashok
4	Mr. M. Vishal
5	Mrs. S. Usha
6	Mrs. R. Rajini



Workshop on laboratory safety



[Signature]
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Certificate of participation

This is to certify that Mr/Mrs. B. Rajender has
successfully completed an add on training session on "A workshop on laboratory
safety" on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences,
Laknepally, Narsampet; Warangal, Telangana, 506331.

Dr. N. Raghunandhan
Principal

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Certificate of participation

This is to certify that Mr/Mrs. R. Vinod Kumar has successfully completed an add on training session on "A workshop on laboratory safety" on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

Dr. N. Raghunandhan
Principal

Dr. A. Rajendra Prasad Reddy
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Certificate of participation

This is to certify that Mr/Mrs. B. Ashok has successfully completed an add on training session on "A workshop on laboratory safety" on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. M. Vishal has successfully completed an add on training session on "A workshop on laboratory safety" on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. S. Ucha has successfully completed an add on training session on "A workshop on laboratory safety" on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. R. Rajini has successfully completed an add on training session on “A workshop on laboratory safety” on 21/09/2019 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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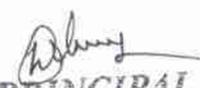
Contact : +91 9866050044 (Office), +91 9866652412 (Principal), +91 8718-230521(Fax)

Date: 13/10/2020

CIRCULAR

All the non-teaching staff members are informed to attend the demo and training on “**Fire demonstration and basic fire fighting training**” is scheduled on 14/10/2020.




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Name of the program: **Fire demonstration and basic fire fighting training**

Date: **14/10/2020**

Training session on Fire demonstration and basic fire fighting training was organized by Balaji Institute of Pharmaceutical Sciences.

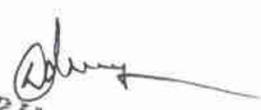
The following modules were carried out on respective days.

MODULES

The fire safety objectives of this chapter are to

- Prevention the occurrence of fire and explosion.
- Reduce the risk to life caused by life.
- Reduce the risk of damage caused by life.




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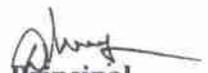
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Topic: Fire demonstration and basic fire fighting training

SUMMARY

Detection and prevention of fires is one of the important responsibilities of everyone. Staff, students, and faculty members should get training in the correct and safe use of fire extinguishers as necessary. This training program's goal is to arm participants with the information and abilities to identify and put out a fire only when it is safe to do so, not to make them into fire fighters.




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S.No	Name of the Delegate attended
1	Mr. B.Rajender
2	Mr. R.Vinod kumar
3	Mr. B.Ashok
4	Mr. M. Vishal
5	Mrs. S. Usha
6	Mrs. R.Rajini
7	Mrs.Y.Sai harshini
8	Mr.A.Srinivas
9	Mr.B.Ramesh
10	Mr.Shaik Kaleem baba



Fire demonstration and basic fire fighting training



[Signature]
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Certificate of participation

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Certificate of participation

This is to certify that Mr/Mrs. M. Visha has successfully completed an add on training session on **“Fire demonstration and basic fire fighting training”** on 14/10/2020 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Principal

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Certificate of participation

This is to certify that Mr/Mrs. Y. Sai Hrushini has successfully completed an add on training session on **“Fire demonstration and basic fire fighting training”** on 14/10/2020 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. A. Srinivas has successfully completed an add on training session on **“Fire demonstration and basic fire fighting training”** on 14/10/2020 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. B. Ramesh has successfully completed an add on training session on **“Fire demonstration and basic fire fighting training”** on 14/10/2020 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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Certificate of participation

This is to certify that Mr/Mrs. Shaik Kaleem Baba has successfully completed an add on training session on **“Fire demonstration and basic fire fighting training”** on 14/10/2020 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Date: 16/8/2021

CIRCULAR

All the non-teaching staff are here by informed to attend the seminar on “Awareness on NAAC Accreditation in improving quality education” on 17/ 8/2021

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REPORT

Name of the program: **Awareness on NAAC Accreditation in improving quality education**

Date: 17/8/2021

Trainer: **Dr. P. Ravi**

Training session on how NAAC Accreditation improves the quality of education was organized by Balaji Institute of Pharmaceutical Sciences and conducted by event coordinator.

The following modules were carried out on respective days.

MODULES

- ❖ What is NAAC accreditation?
- ❖ Significance of NAAC in improving quality of education
- ❖ How NAAC helps in improving education?
- ❖ Main objectives of NAAC
- ❖ Assessment procedures for NAAC
- ❖ How can a institution get full on marking



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SUMMARY

Topic: Training session on NAAC Accreditation improve the quality of education

- The individuals knew the importance of the NAAC
- Objectives and assessment procedures
- Evaluators point of view
- Points that will convince the evaluators

Coordinator

(P. Siddharth)

Principal

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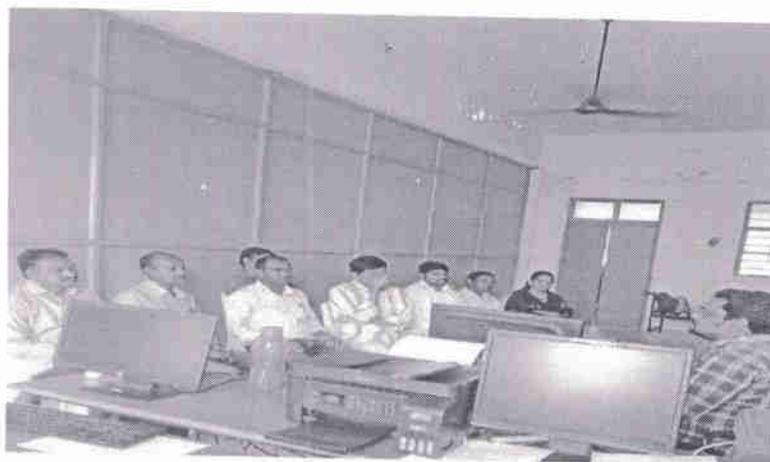
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S.No	Name of the Delegate attended
1	Mr. B.Rajender
2	Mr. R.Yinod kumar
3	Mr. B.Ashok
4	Mr. M. Vishal
5	Mrs. S. Usha
6	Mrs.R.Rajini
7	Mrs.M.Jeevitha
8	Mrs.Y.Sai Harshini
9	Mr.Shaik Kaleem baba
10	Mr.A.Srinivas
11	Mr.B.Ramesh
12	Mr.D.Anil kumar
13	Mr.M.Kumaraswamy



Awareness on NAAC Accreditation



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Certificate of participation

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Dr. A. Shyam Sunder
Principal


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Dr. A. Shyam Sunder
Principal



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Certificate of participation

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successfully completed an add on training session on **“Awareness on NAAC
Accreditation in improving Quality Education”** on 17/08/2021 organized by Balaji
Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana,
506331.


Dr. A. Shyam Sunder
Principal


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Dr. A. Shyam Sunder
Principal



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Certificate of participation

This is to certify that Mr/Mrs. R. Rajini has successfully completed an add on training session on **“Awareness on NAAC Accreditation in improving Quality Education”** on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. A. Shyam Sunder
Principal


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Certificate of participation

This is to certify that Mr/Mrs. M. Teeritha has successfully completed an add on training session on “Awareness on NAAC Accreditation in improving Quality Education” on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. Y. Sai Harshini has successfully completed an add on training session on "Awareness on NAAC Accreditation in improving Quality Education" on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. A. Shyam Sunder
Principal



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Certificate of participation

This is to certify that Mr/Mrs. Shaik Kaleem Baba has successfully completed an add on training session on "Awareness on NAAC Accreditation in improving Quality Education" on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. A. Srinivas has successfully completed an add on training session on **“Awareness on NAAC Accreditation in improving Quality Education”** on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. A. Shyam Sunder
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Certificate of participation

This is to certify that Mr/Mrs. B. Ramesh has successfully completed an add on training session on **“Awareness on NAAC Accreditation in improving Quality Education”** on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. P. Anil Kumar has successfully completed an add on training session on "Awareness on NAAC Accreditation in improving Quality Education" on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. M. Kurnaswamy has successfully completed an add on training session on "Awareness on NAAC Accreditation in improving Quality Education" on 17/08/2021 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. A. Shyam Sunder
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Date: 8/3/2023

CIRCULAR

It is to inform all the non-teaching staff that a seminar on “**English communication skill development**” is scheduled on 10/3/2023. In this regard all the non-teaching staff is informed to attend the sessions without fail. Certificates will be provided to non teaching staff after completion of the course.

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REPORT

Name of the program: A seminar on “**English communication skill development**”

Date: **10/3/2023**

Speaker: **P. Ravi Kumar, Dept. of H&S**

A seminar on English communication skill development was organized by Balaji Institute of Pharmaceutical Sciences and conducted by event coordinator.

The following modules were carried out on the day of the seminar

MODULES

- ❖ Building awareness
- ❖ Offering knowledge or instruction
- ❖ Generating interest
- ❖ Motivating audience/people
- ❖ Resource management
- ❖ Offering better coordination



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SUMMARY

A seminar on “**English Communication skill development**” was organized by Balaji Institute of Pharmaceutical Sciences.

- ❖ Communication is the act of passing along information.
- ❖ To interpret information more precisely and rapidly, both for you and others, one need to have good communication.
- ❖ Written communication utilizes spoken language to transmit ideas and information.
- ❖ Oral communication transmits ideas and information through the use of spoken language.
- ❖ Improving ones capacity for conveying their message clearly.
- ❖ Developing the capacity to better interpret other people’s messages.
- ❖ Demonstration of the fundamentals of efficient communication.

Coordinator

(Dr. Ch. Satish)

Principal

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S.No	Name of the Delegate attended
1	Mr. B.Rajender
2	Mr. R.Vinod kumar
3	Mr. B.Ashok
4	Mr. M. Vishal
5	Mrs. S. Usha
6	Mrs.R.Rajini
7	Mrs.A.Sandya
8	Mrs. M. Jeevitha
9	Mrs.Y.Sai Harshini
10	Mr.Shaik Kaleem Baba
11	Mr.A.Srinivas
12	Mr.B.Ramesh
13	Mr.M.Kumaraswamy
14	Mr.G.Rajesh
15	Mr.D.Anil kumar



Communication skill development for non teaching staff



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Certificate of participation

This is to certify that Mr/Mrs. B. Rajender has successfully completed an add on training session on "A seminar on English communication skill development" on 08/03/2023 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. A. Shyam/Sunder
Principal


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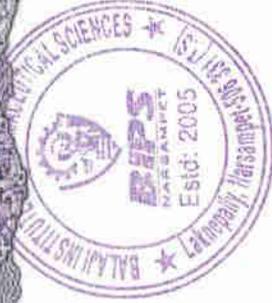
Certificate of participation

This is to certify that Mr/Mrs. R. Vinod Kumar has
successfully completed an add on training session on "A seminar on English
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Dr. A. Shyam Sunder
Principal


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Certificate of participation

This is to certify that Mr/Mrs. B. Ashok has
successfully completed an add on training session on "A seminar on English
communication skill development" on 08/03/2023 organized by Balaji Institute of
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Principal

Dr. A. Shyam Sunder
Principal

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This is to certify that Mr/Mrs. M. Vicha has
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Dr. A. Shyam-Sunder
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Certificate of participation

This is to certify that Mr/Mrs. S. Usha has
successfully completed an add on training session on “A seminar on English
communication skill development” on 08/03/2023 organized by Balaji Institute of
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Dr. A. Shyam Sunder
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Shyam Sunder

Dr. A. Shyam Sunder
Principal

Prasad

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Prasad

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This is to certify that Mr/Mrs. A. Sandya has
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Sunder

Dr. A. Shyam Sunder
Principal

Sandya

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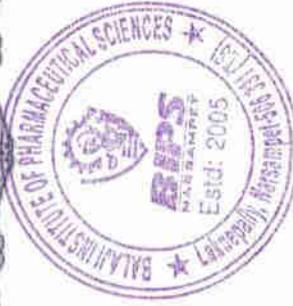
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This is to certify that Mr/Mrs. M. Jeevitha has
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Certificate of participation

This is to certify that Mr/Mrs. Y. Sai Hashini has successfully completed an add on training session on **"A seminar on English communication skill development"** on 12/04/2018 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. N. Raghunandhan
Principal


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This is to certify that Mr/Mrs. Shait Kaleem Baba has successfully completed an add on training session on **"A seminar on English communication skill development"** on 12/04/2018 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. A. Shrinivas has
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Sunder

Dr. A. Shyam Sunder
Principal

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This is to certify that Mr/Mrs. B. Barresh has successfully completed an add on training session on **"A seminar on English communication skill development"** on 12/04/2018 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


Dr. N. Raghunandhan
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This is to certify that Mr/Mrs. M. Kumaraswamy has
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Dr. A. Shyam Sunder
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Certificate of participation

This is to certify that Mr/Mrs. G. Rajesh has successfully completed an add on training session on **“A seminar on English communication skill development”** on 12/04/2018 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.


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Certificate of participation

This is to certify that Mr/Mrs. D. Anil Kumar has successfully completed an add on training session on "A seminar on English communication skill development" on 12/04/2018 organized by Balaji Institute of Pharmaceutical Sciences, Laknepally, Narsampet, Warangal, Telangana, 506331.

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