



### EVENT COMPLETION REPORT

Please prepare the report signed by the program Secretariat/Program coordinator within 10 days of event completion for record. Reports should be 2-4 pages.

#### SECTION A: Event Detail

<b>Event title:</b>	Personality development program on verbal communication skills: an important tool for professionals		
<b>Starting date of event:</b>	30/07/2022	<b>Duration of Event (in days)</b>	1
<b>Name of the event organizing School</b>	School of Allied Health Sciences		
<b>Name of the event organizing Department</b>	Internal Quality Assurance Cell (IQAC)		
<b>Sponsor of the Event (Sharda University in case of internal sponsorship)</b>	N/A		
<b>Event Calendar Link:</b>	<a href="https://meet.google.com/xkt-zcxz-auq">https://meet.google.com/xkt-zcxz-auq</a>		
<b>Committee Members:</b>	<b>Advisor</b>	Prof. Anubha Vashisht Dr. Mayank Shukla	
	<b>Convener</b>	Dr. Sally Lukose	
	<b>Coordinator</b>	Dr. Mayank Shukla Dr. Apoorva Tiwari	
	<b>Secretary</b>	N/A	
<b>Chief Guest/ Guest of Honor with affiliation (If any)</b>	N/A	<b>Email:</b>	
		<b>Contact No:</b>	
<b>Name of Speaker/s with affiliation (If any)</b>	Ms. Shalini Anand	<b>Email:</b>	shalini.chandra@sharda.ac.in
		<b>Contact No:</b>	7800208707



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**SECTION B: Event report and reflection**

- 1. Event objectives-** To provide information about personality development, to learn about verbal communication skills and to enhance professional communication skills.
- 2. Event description:** The event has been conducted on 30/07/22 on the topic Personality development program on verbal communication skill: an important tool for professionals

**3. Participants (compulsory for events):**

S.No	Total Participants	Number of Male	Number of Female
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- 4. Budget distribution from University/any other agency: N/A**
- 5. Appendices: Participants contact list**


  
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Appendices

Participant contact list:




S.No	Total Participants	Contact number
1	Dr. (Prof) Sally Lukose	9818917639
2	Dr. Mayank Shukla	9711113097
3	Dr. Kunal Kishor	9412402414
4	Dr. Archana Khanna	8744905472
5	Dr Rita sharma (pt)	8178154869
6	Dr. Rajesh Yadav	8826252938
7	Dr.Gaurav Kaushik	9953193296
8	Dr. Babita	9821774366
9	Dr. Vandana Prasad	8441808809
10	Dr.Ratnakar Shukla	7009552509
11	Dr.Ritika Indoria(pt)	9953420817
12	Dr.Sumedha Rabra(pt)	6232412049
13	Dr.Apoorva Tiwari(pt)	7830014445
14	Dr. Shivpriya Sharma(pt)	8860038070
15	Dr.Shilpa Gupta(pt)	7838808824
16	Dr.Vishal Sharma(pt)	9910638188
17	Dr. Abu Shohail(pt)	8447693065
18	Dr Kriti Sachan(pt)	7251006215
19	Ms. Bushra Khan	9911694349
20	Mr.Manish Kumar	7015273496
21	Ms.Hiba	9811534440
22	Mr. Omshankar	9912304694
23	Ms. Komal Sharma	8586070721
24	Ms. Rahamatun Nisha	9582637022
25	Ms. Anjali Malik	8570954443
26	Mohammad Arfat	9410419513
27	Mr .Amit Kumar	8595649842
28	Mr.Riyazuddin	7251984042
29	Mr. Ajay Rana	9999773342
30	Mr. Ramprakash Tiwari	9711025081
31	Mr.Pramod Kumar	8368446192
32	Mr. Dinesh Kumar	7531837323

  
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Please attach the following details in the report (DON'T SEND ANY OTHER ATTACHMENTS)

<b>2</b>	<p><b>Participant's feedback on the organized program:</b></p> <p><b>role</b> 18 responses</p>  <p><b>content of the session</b> 10 responses</p> 
<b>3</b>	<b>Event Agenda- To enhance the verbal communication among teaching and non-teaching staff members.</b>
<b>4</b>	<p><b>Images/Photos of the events ( Selected with Caption ) representatives, speakers, and exhibitors</b></p>  <p><b>1 -Dr.Sally Lukose Dean SAHS addressing the speaker</b></p>



  
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	 <p>2- Dr.Mayank Shukla HOD Physiotherapy addressing the speaker</p> <p>3- Ms Shalini Anand taking the session.</p>
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**Note that the participant contact list is a mandatory requirement.**

5	<p><b>Web sites link ( If created):</b></p> <p><b>Registration Link:</b> <a href="https://forms.gle/wncn21Mu3qLLHYJGA">https://forms.gle/wncn21Mu3qLLHYJGA</a></p> <p><b>Meeting link :</b> <a href="https://meet.google.com/xkt-zcxz-aug">https://meet.google.com/xkt-zcxz-aug</a></p> <p><b>Feedback :</b> <a href="https://forms.gle/XkGf9CmQWe9Suh9x5">https://forms.gle/XkGf9CmQWe9Suh9x5</a></p>
6	<p><b>Other information ( If Any):</b> N/A</p>
7	<p><b>Videos ( Selected with Video Description ) representatives, speakers, and exhibition :</b> N/A</p>



  
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