

Report on Mock Interview (BBA 1st Year)

Title of Activity*	Mock Interview
Values	Mock Interview
Learning Outcomes	- The Students understood the different types of interviews like behavioral, situational, panel, and phone interviews. - The Students recognized common interview questions. - The Students understood importance of body language and non-verbal communications. - The Students understood skills and experiences relevant to the position and being able to articulate them clearly.
Organized by	Tecnia Institute of Advanced Studies
Program Theme*	Mock Interview – BBA 1 st Year
External Expert / Internal Expert	Internal Expert
Date*	26-02-2024
Time*	01:30 Pm-02:30 Pm
Venue	Room No.1307, UG Building, TIAS
Poster/Flyer/Notice*	
Social media link (promoting in any one Facebook/Instagram/Twitter is mandatory)	NA
No. of Students* (only no. to be written, list in excel or word should be maintain at department level as proof for any further requirement)	34
No. of Faculty* (only no. to be written , list in excel or word should be maintain at department level as proof for any further requirement)	01
No. of External Participants (students + faculty) [write NA if not applicable]	NA
(Geotag) Photograph*	

Photograph of the Event with the Caption



Resource person giving tips during the session



Students participating in the session

Report: Description in (min 250 to max 800 words)*

A session on Mock Interview session was organized on 26.02.2024 for the students of BBA 1st Year, Program under the ambit of Capability Enhanced Program. The speaker was Mr. Karan Babbar.

The Resource person Mr. Karan Babbar stated Interview Skills helps in developing strong interview skills which can significantly enhance your career prospects and help you land the job you desire. The right interview skills instill confidence in your abilities and enable you to present yourself professionally and authentically.

He also highlighted that how important is to conduct thorough research on the company, the position, and the industry, which thereby demonstrates your genuine interest and preparedness. Also, it helps in equipping with strategies for asking thoughtful questions that showcase your understanding for the position and the organization.

During the mock interview the speaker Mr. Karan

	Babbar had asked some common interview questions which includes: • Tell me about yourself. • Why are you interested in this position? • What are your strengths and weaknesses? • What is your salary history? • Do you have any questions for me? Lastly, the Mock Interview session helps in training and teaching you how to craft a thank-you note, maintain communication, and utilize networking opportunities to enhance your chances of success.
Recourse Person Profile	Mr. Karan Babbar
Attendance Sheet*	Attached at the end of Report
Report Submitted by Convener (write faculty coordinator name)	Mr. Karan Babbar
For Office Use	
Signature of Event Coordinator	
<u>List of Beneficiary</u>	Attendance sheet attached

Tecnia Institute of Advanced Studies Grade "A" Institute Training and Placement Cell Attendance Sheet									
Date: 26/2/24		BBA 1st Year		M. K. K. K. K. K. K.					
Sl. No	Name	Enrollment No.	Phone No.	Year	Shift A/B/C	Sig	Feedback on Content: 1. Excellent, 2. Good, 3. Average	Feedback on Delivery: 1. Excellent, 2. Good, 3. Average	Overall Feedback: 1. Excellent, 2. Good, 3. Average
1	Ashika	0521301723	9560904760	1 st	A		1	1	1
2	Pranay	00721301723	85588388	1	A		3	3	3
3	Nishita	01031301723	7482034828	1	A		1	1	1
4	Jashita	35721301723	8459001137	1 st	B	Jashita	2	1	1
5	Bhavana	0521301723	70163406	1 st	A		2	1	1
6	Chetna	96821301723	701213182	1 st	B		1	1	2
7	Ritik	73721301723	8571653735	1 st	B	Ritik	2	2	2
8	Ashika	0521301723	999159388	1 st	A		1	1	1
9	Vansha Agrawal	01082301723	742850459	1 st	B	Vansha	1	1	1
10	Deepansh	05721301723	9560707601	1 st	A		1	2	3
11	Deepansh Kaur	0321301723	8826060300	1 st	A		1	1	1
12	Krishna Ramani	72721301723	852796130	1 st	B		1	1	1
13	Kamisha Trp		783496194	1	A		1	1	1
14	Devika Singh	35821301723	988665721	1	B		1	1	1
15	Gaurav Jc		87505560				1	1	1
16	Narvi	35821301723	9215543900	1 st	B	NK	1	1	1
17	Saloni	06121301723	828787780				1	1	1
18	Sanchita						1	1	1
19	Hritika						1	1	1
20	Hritika						1	1	1
21	Sajal						1	1	1
22	Pranav	35121301723	9365660228	1	B		1	1	1
23	Utkarsh	70721301723	997198499	1	B		1	1	1
24	Gaurav	36121301723	854520501	1	B		1	1	1

Tecnia Institute of Advanced Studies Grade "A" Institute Training and Placement Cell Attendance Sheet									
Task Interview									
20/2/24									
BBA 1st Year									
Mr. Karan Zishan									
	Name	Enrollment No.	Phone No.	Year	Shift - A/B/C	SG	Feedback on Content: 1. Excellent, 2. Good, 3. Average	Feedback on Delivery: 1. Excellent, 2. Good, 3. Average	Overall Feedback: 1. Excellent, 2. Good, 3. Average
1	Vandana	72121301723	9650257809	1	2B	data	Good	Good	Good
2	Tanishq Datta	05421301723	9891178517	1	2A	Realist			
3	Abhishek Singh	01621301723	7856852302	1	2A	Abhishek	Good	Good	Good
4	Mehar Kaur	04521301723	9319712731	1	2A	Kaur	Good	Good	Good
5	Tina		9711863811	1	2A	Tina	1	1	3
6	Garima	01221301723	981003554	1	2A	Garima	3	3	2
7	Navya	00217001723	921605312	1	2A	Navya	2	1	1
8	Vani	02721301723	83017563	1	2A	Vani	1	1	1
9	Manya	05321301723	7678157007	1	2A	Manya	Good	Good	Good
10	Sanchita	02421301723	8810290825	1	2A	Sanchita	Good	Good	Good
11	Nidhi	02621301723				Nidhi	Good	Good	Good
12	Harini					Harini	Good	Good	Good
13	Rohan Sharma	72121301723	9818046912	1	2B	Rohan	Good	Good	Good
14	Sujal	00521301723	7217646209	1	2A	Sujal	Good	Good	Good
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TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE "A" INSTITUTE
Employability Index Evaluation (Group Discussion) Sheet

Date 26-02-2024 Time:1:30 – 02:30 PM			Panel Members: Mr. Karan Babbar, TIAS						Compiled by: Mr. Karan Babbar, TIAS					
Student name	Technical Knowledge			Soft Skills					Total Obtained	% Obtained	Cumulative Marks (Sum of 50% of both the skills)	Result	Recommendations if any	
	Subject Knowledge	Practical Application	Latest Development	Total Obtained	% Obtained	Introduction Skills	General I/Currency affairs	Profile fitment						Body language
	10	5	5	20	100	5	5	5	5	5	25	100	Cumulative % should be higher than 70%	Need to improve on overall skills
Atulya	8	2	2	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to improve on overall skills
Pranav	8	2	2	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Nishita	7	2	3	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Ishita	5	3	2	10	50	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Bhauma	8	2	2	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to improve on overall skills
Chetna	8	2	2	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Ritik	7	2	3	12	60	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Aryan	5	3	2	10	50	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills
Vansh Arora	5	3	2	10	50	3	3	3	3	3	15	60	Not Cleared the test	Need to work on overall skills

Deepansh	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to improve on overall skills
Deepanshu Rawat	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Khushi Rathore	7	2	3	3	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Kanishka Trip	5	3	2	2	3	3	3	3	3	3	15	60	55	55	Not Cleared the test	Need to work on overall skills
Dev Saini	5	3	2	2	3	3	3	3	3	3	15	60	55	55	Not Cleared the test	Need to work on overall skills
Gaunuj	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to improve on overall skills
Manvi	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Saksham	7	2	3	3	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Pranav	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Utsav	7	2	3	3	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Gaurav	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to improve on overall skills
Vandana	8	2	2	2	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Tanishq Daksh	7	2	3	3	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills
Alok Kr Singh	5	3	2	2	3	3	3	3	3	3	15	60	55	55	Not Cleared the test	Need to work on overall skills
Mehar Kaur	7	2	3	3	3	3	3	3	3	3	15	60	60	60	Not Cleared the test	Need to work on overall skills

22.02.2024

Department of Journalism and Mass Communication

Report

Mock Interview: Media Traineeship Program

Academic Session 2023-2024

Activity: A Day in the News: Mock Interview for Media Traineeship Program

Faculty in Charge: Dr. Shivendu Kr Rai, Assistant Professor BA (J&MC), TIAS

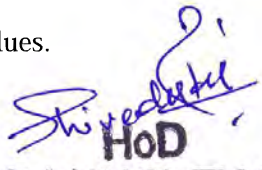
Participants: Students of 6th Semester Morning A (3rd Year)

Objectives:

- To provide students with practical experience in a simulated job interview scenario.
- To assess and refine students' skills in communication, critical thinking, and on-camera presence.
- To familiarize students with the expectations and demands of a career in journalism..
- To offer guidance and feedback to help students prepare for future job applications.

Execution: Students researched media and its current news coverage. They prepared a portfolio showcasing their writing, video editing, and research skills. Students provided with sample interview questions and resources on interview etiquette. A panel of professionals, including journalists, professors, and industry experts, conduct the mock interviews. Each interview follows a similar format, with questions addressing:

- Current affairs and recent news events.
- The student's understanding of Media's ethos and journalistic values.
- The student's experience and skills relevant to journalism.


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- The student's motivations and career aspirations.

Students were encouraged to demonstrate their research, critical thinking, and communication skills through articulate responses and thoughtful questions.

Learning Outcomes:

This mock interview activity provided valuable experience for students pursuing careers in journalism. It allowed them to apply their theoretical knowledge in a practical setting, receive constructive feedback, and gain the confidence and skills necessary to thrive in the competitive field of journalism.

- Students gain experience in answering common interview questions, tailoring their responses to the specific job requirements, and effectively conveying their qualifications and passion for journalism.
- The mock interview environment helps students hone their communication skills, including clear and concise language, body language, and active listening.
- Students gain insights into the expectations and challenges of working as a journalist, particularly in the fast-paced environment of television news.

By participating in the mock interview, students build confidence in their abilities and gain valuable self-awareness, allowing them to identify areas for further development.

Geotag Photographs:



Students along with faculty practicing mock interview session

Shivendra
HoD
BA(JMC)-TIAS
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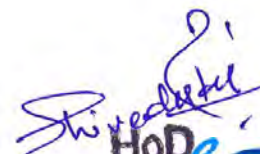
List of Beneficiaries:

Sr no.	Enrolment no.	Name
1	00417002421	Gayatri pradhan
2	00817002421	Vanshaj Sharma
3	00917002421	Suraksha maggu
4	01017002421	Aakriti Sethi
5	01417002421	Nishchal sharma
6	01617002421	Aastha Gaur
7	01717002421	Mamta
8	01817002421	Tanishqa Patil
9	02117002421	Khushi Pruthi
10	02317002421	Kavita kumari
11	02717002421	Sanskriti Singh
12	02917002421	Krishna Khetarpal
14	03117002421	Samarth Gulati
15	03217002421	Sarthak Thakur
16	03317002421	Garima sharma
17	03417002421	Stuti Jain
18	03517002421	Preyanshu Bhardwaj
19	03617002421	Rohit Gupta
20	03717002421	Garvit Soni
21	03917002421	Aryan Bhardwaj
22	04017002421	Saurya
23	04117002421	Deepika
24	04217002421	Riya Sharma
25	04317002421	Shreya Sharma
26	04417002421	Naman Chawla
27	04517002421	Aarti Sharma
28	04617002421	Saanchal Dhamija
29	04717002421	Ojus Puri
30	04917002421	Kunal Pandey

Faculty in Charge

Dr. Shivendu Kr Rai,

Assistant Professor, Dept. of (J&MC)


HOD
BA(JMC)-TIA Sign

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Location: Delhi
Date: 31-Aug-2024
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25.01.2024

Department of Journalism and Mass Communication

Report

Mock Interview: PR and Marketing Experts

Session 2023-2024

Activity Name : Mock Interview: PR and Marketing Experts

Faculty in Charge: Dr. Shaheen Bano, Assistant Professor BA (J&MC), TIAS

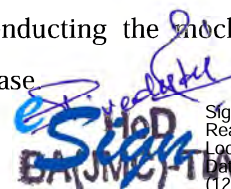
Participants : Students of 6th SEM Morning B (3rd Year)

Objectives:

- Equip students with the necessary skills to confidently navigate job interviews in the PR and marketing industry.
- Provide practical experience with answering common interview questions related to PR and marketing expertise.
- Enhance communication, critical thinking, and problem-solving skills in a simulated professional environment.
- Foster self-reflection and identify areas for improvement in interview preparation and presentation.

Execution:

- Students were provided with a list of potential interview questions covering various aspects of PR and marketing, including industry knowledge, campaign strategies, media relations, and social media expertise.
- They were encouraged to research the specific PR agency conducting the mock interviews and familiarize themselves with their work and client base.


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- Resources and guidance were offered on interview etiquette, attire, and effective communication techniques.
- A panel of PR and marketing professionals from the agency or experienced alumni conducted individual mock interviews with each student.
- The interviews simulated a real-world scenario, allowing students to showcase their skills and respond to questions in a professional setting.
- Interviews were 15-20 minutes long and followed a structured format with a mix of pre-defined questions and follow-up inquiries based on the student's responses.
- Following each interview, the interviewer provided individual feedback to the student, highlighting their strengths and areas for improvement.
- Feedback covered aspects like their answers, communication style, body language, and overall presentation.
- Open discussions were encouraged, allowing students to ask questions and gain insights from the interviewer's experience.

Learning Outcomes: The mock interview session proved to be a valuable learning experience for the participating students. By providing a simulated yet professional environment, the program equipped them with essential skills and knowledge to confidently navigate real-world PR and marketing interviews. The personalized feedback and self-reflection opportunities further empowered them to refine their communication skills and showcase their expertise effectively, ultimately increasing their chances of success in their career pursuit.

- Students gained valuable practice in answering typical PR and marketing interview questions, improving their confidence and articulation.
- They received personalized feedback on their interview skills, providing them with concrete areas to focus on in their preparation.
- The mock interviews helped students manage nerves, refine their communication style, and present themselves professionally.
- Through self-reflection and peer learning, students were able to identify their strengths and weaknesses, allowing them to tailor their interview preparation strategies for future opportunities.

Shivendra
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BA(JMC)-TIAS
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Geotag Photographs:



Faculty members briefing students prior to their mock interview session

Shivendra
HOD
BA(JMC)-TIAS
eSign

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Reason: Certified Copy
Location: Delhi
Date: 31-Aug-2024
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Students practicing for the interview amongst themselves

List of Beneficiaries:

Sr no.	Enrolment no.	Name
1	6121302421	Akshat Shah
2	6221302421	Shreya Shandilya
3	6321302421	Aman Sharma
4	6421302421	Priya Dhingra
5	6521302421	Mehul Thareja
6	6621302421	Khushi
7	6721302421	Sanket Gulyani
8	6821302421	Riya Gupta
9	6921302421	Piyush Makhija
10	7021302421	Sakshi
11	7121302421	Akash Girotra
12	7221302421	Saurav Sharma
14	7321302421	Harsh Bisht
15	7421302421	Krish Dixit
16	7521302421	Aditi Samanta
17	7621302421	Tanisha Gupta
18	7721302421	Apaar Khandpur

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19	7821302421	Dhruv Mudgal
20	7921302421	Pratham
21	8121302421	Dev Sharma
22	8221302421	Ananya
23	8321302421	Anisha Yadav
24	8421302421	Keshav Aggarwal
25	8521302421	Pallavi Priyadarshni Panda

Faculty in Charge

Dr. Shaheen Bano,

Assistant Professor

Dept of J&MC

Shivendra Kumar
HoD
BA(JMC)-TIAS

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Date: 31-Aug-2024
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TECNIA
INSTITUTE OF ADVANCED STUDIES
GRADE "A" INSTITUTE
DELHI INDIA

Report on Mock Interview

Title of Activity*	Mock Interview
Values	Mock Interview
Learning Outcomes	- The Students understood the different types of interviews like behavioral, situational, panel, and phone interviews. - The Students understood importance of body language and non-verbal communications. - The Students understood skills and experiences relevant to the position and being able to articulate them clearly.
Organized by	Tecnia Institute of Advanced
Program Theme*	Mock Interview
External Expert / Internal Expert	Internal Expert
Date*	04-03-2024
Time*	3:30PM-4:30PM
Venue	Room No-1307, PG Building, TIAS
Poster/Flyer/Notice*	
Social media link (promoting in any one Facebook/Instagram/Twitter is mandatory)	NA
No. of Students* (only no. to be written, list in excel or word should be maintain at department level as proof for any further requirement)	49
No. of Faculty* (only no. to be written , list in excel or word should be maintain at department level as proof for any further requirement)	03
No. of External Participants (students + faculty) [write NA if not applicable]	NA
(Geotag) Photograph*	

Photograph of the Event with the Caption



Resource person interacting with one by one students



Resource person giving tips during the session

Report: Description in (min 250 to max 800 words)*

A session on Mock Interview session was organized on 04.03.2024 for the students of BBA 2nd Year. The speaker was Dr. Shalini Gupta, Dr. Sheenu Arora, Mrs. Shrada Jain as Resource Person and Dr. Archana.

The Resource person Dr. Shalini Gupta stated Mock Interview Skills are a valuable tool for job seekers as they provide an opportunity to practice and refine their interview skills. They simulate a real interview experience and allow candidates to receive feedback on their performance.

He also highlighted that can help reduce anxiety and build confidence. Job interviews can be nerve-racking, especially for those who are not accustomed to them. By participating in a mock interview, candidates can become familiar with the interview format, questions, and overall process, which can help them feel more at ease.

Mock interviews also allow candidates to identify and

	address any weaknesses in their interview techniques. For example, they may realize that they tend to ramble or struggle with certain types of questions. With this feedback, candidates can work on improving their responses, articulation, and overall communication skills. Feedback from mock interviews is an invaluable resource. Additionally, mock interviews can help candidates identify any gaps in their knowledge or experience that they can address before going into a real interview. Lastly, the mock interviews are a valuable preparation tool for job seekers. They provide a safe space to practice interview skills, receive feedback, and identify areas for improvement. By utilizing mock interviews, candidates can better prepare for the real interview and increase their chances of landing the job.
Recourse Person Profile	Dr. Archana Dixit.
Attendance Sheet*	Attached at the end of Report
Report Submitted by Convener (write faculty coordinator name)	Dr. Archana Dixit.
For Office Use	
Signature of Event Coordinator	
<u>List of Beneficiary</u>	Attendance sheet attached

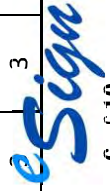
Date: 04.03.2024		Time: 3:30PM-4:30PM onwards		Panel Members: Dr Shalini Gupta, Dr Sheenu Arora, Mrs Shrada Jain			Compiled by: Dr Shalini Gupta			Recommendations if any		
Enrolment no	Student name	Technical Knowledge			Soft Skills			Total Obtained	% Obtained		Cumulative Marks (Sum of 50% of both the skills)	
		Subject Knowledge	Practical Application	Latest Development	Total Obtained	% Obtained	Introduced Skills	General /Current affairs	Profile /fitment	Body language	Confidence	
		10	5	5	20	100	5	5	5	5	5	100
000117001722	SIDDHARTH KAUSHIK	7	3	3	13	65	4	3	3	4	3	68
000317001722	VANSH TYAGI	8	2	2	12	60	3	3	3	3	3	60
000417001722	SANCHIT JAIN	7	2	3	12	60	3	3	3	3	3	60
000517001722	DEVYANG BATHRA	5	3	2	10	50	3	3	3	3	3	60
000617001722	NIPUN SHARMA	7	3	3	13	65	4	3	3	3	3	68

Page 4 of 10

																	dthe test	on overall skills
00717001722	SARTHAK GUPTA	8	2	2	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test Need to workon overall skills
00917001722	SAMAH VASHIST	7	2	3	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test Need to workon overall skills
01117001722	AYUSH JAIN	5	3	2	10	50	3	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test Need to workon overall skills
01317001722	HARSH VERMA	7	3	3	13	65	4	3	3	4	3	3	3	3	15	68	66.5	Not Clear dthe test Need to improve on overall skills
01417001722	DIVANSHI GUPTA	8	2	2	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test Need to workon overall skills
01617001722	SAKSHA M ARORA	7	2	3	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test Need to workon overall skills
01717001722	BHAVYA GOEL	5	3	2	10	50	3	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test Need to workon overall skills
01817001722	AKSH JINDAL	7	3	3	13	65	4	3	3	4	3	3	3	3	15	68	66.5	Not Clear dthe test Need to improve on overall skills

Signature
Signed by: Ajay Kumar
Reason: Certified Copy
Location: Delhi
Date: 31-Aug-2024
(12:55 PM)

02017001722	SUDI KSH A CHADHA	8	2	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe dthe test	Need to workon overall skills
02117001722	DEVANS H SHARMA	7	2	3	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe dthe test	Need to workon overall skills
02217001722	MANAV ASHRA	5	3	2	10	50	3	3	3	3	3	3	3	3	15	60	55	Not Clear dthe dthe test	Need to workon overall skills
02317001722	HIMANS HI SHARMA	7	3	3	13	65	4	3	3	3	3	4	3	3	15	68	66.5	Not Clear dthe dthe test	Need to improve on overall skills
02417001722	HARSHIL BANSAL	8	2	2	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear dthe dthe test	Need to workon overall skills
02617001722	NAMAN JAIN	7	2	3	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear dthe dthe test	Need to workon overall skills
02717001722	PULKIT JAIN	5	3	2	10	50	3	3	3	3	3	3	3	3	15	60	55	Not Clear dthe dthe test	Need to workon overall skills
02917001722	NEHA SHARMA	7	3	3	13	65	4	3	3	3	3	4	3	3	15	68	66.5	Not Clear dthe dthe test	Need to improve on overall skills
03117001722	ANSH GUPTA	8	2	2	12	60	3	3	3	3	3	3	3	3	15	60	60	Not Clear	Need to workon overall skills

 Signed by: Ajay Kumar
Reason: Certified Copy
Location: Delhi
Date: 31-Aug-2024
(12:55 PM)

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04617001722	BHARAT	8		2	2		12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills
04717001722	MEHAK TRIKHA	7		2	3		12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills
04817001722	ISHA SHARMA	5		3	2		10	50	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test	Need to workon overall skills
04917001722	DEVANS H BAWEJA	7		3	3		13	65	4	3	3	3	4	3	3	15	68	66.5	Not Clear dthe test	Need to improve on overall skills
05117001722	PRATHA M ARYA	8		2	2		12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills
05217001722	JAYANT JAIN	7		2	3		12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills
05417001722	ABHISHE K JADLI	5		3	2		10	50	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test	Need to workon overall skills
05517001722	RIYA SINGH	7		3	3		13	65	4	3	3	3	4	3	3	15	68	66.5	Not Clear dhe test	Need to improve on overall skills
05817001722	SANYA JADWANI	8		2	2		12	60	3	3	3	3	3	3	3	15	60	60	Not Clear	Need to workon overall skills


 Signed by: Aray Kumar
 Reason: Certified Copy
 Location: Delhi
 Date: 31-Aug-2024
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																dthe test			
06017001722	DEV SOLANKI	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test	Need to workon overall skills	
06117001722	ANUSHK A ARORA	7	3	3	13	65	4	3	3	4	3	3	3	15	68	66.5	Not Clear dthe test	Need to improve on overall skills	
06217001722	AKSHAT NAKRA	8	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills	
06317001722	SARTHAK KAPOOR	7	2	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills	
06717001722	ARYAN SHARMA	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Clear dthe test	Need to workon overall skills	
07017001722	SAKSHA M GUPTA	7	3	3	13	65	4	3	3	4	3	3	3	15	68	66.5	Not Clear dthe test	Need to improve on overall skills	
07217001722	KUMAR KRISH GOEL	8	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills	
07417001722	RISHABH NAGPAL	7	2	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Clear dthe test	Need to workon overall skills	

Signature
Signed by: Ajay Kumar
Reason: Certified Copy
Location: Delhi
Date: 31-Aug-2024
(12:55 PM)

07617001722	SAMBHA V GUPTA	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
07717001722	YASH SINGH RANA	7	3	3	13	65	4	3	3	4	3	3	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills

Recommendations, **if any**- Students are good, but need to focus more on academic and technical knowledge along with grooming standards. They should work hard in their introduction skills

Report on Mock Interview

Title of Activity*	Mock Interview
Values	Mock Interview
Learning Outcomes	- The Students understood the different types of interviews like behavioral, situational, panel, and phone interviews. - The Students recognized common interview questions. - The Students understood importance of body language and non-verbal communications.
Organized by	Tecnia Institute of Advanced Studies
Program Theme*	Mock Interview
External Expert / Internal Expert	Internal Expert
Date*	04-03-2024
Time*	4:00PM – 5:00PM
Venue	Room No 1308, PG Building, TIAS
Poster/Flyer/Notice*	
Social media link (promoting in any one Facebook/Instagram/Twitter is mandatory)	NA
No. of Students* (only no. to be written, list in excel or word should be maintain at department level as proof for any further requirement)	40
No. of Faculty* (only no. to be written , list in excel or word should be maintain at department level as proof for any further requirement)	02
No. of External Participants (students + faculty) [write NA if not applicable]	NA
(Geotag) Photograph*	
Photograph of the Event with the Caption	 Resource person interacting one by one students
Report: Description in (min 250 to max 800 words)*	A session on Mock Interview session was organized

	on 4.03.2024 for the students of BBA 2nd Year. The speaker was Dr. Archana Dixit, Dr. Shalini Gupta as Resource Person and Dr. Archana Dixit. The Resource person Dr. Archana Dixit stated Mock Interview Skills are a valuable tool for job seekers as they provide an opportunity to practice and refine their interview skills. They simulate a real interview experience and allow candidates to receive feedback on their performance. He also highlighted that can help reduce anxiety and build confidence. Job interviews can be nerve-wracking, especially for those who are not accustomed to them. By participating in a mock interview, candidates can become familiar with the interview format, questions, and overall process, which can help them feel more at ease. During the mock interview, the mock interviews can be tailored to specific job positions, industries, or companies. This allows candidates to practice for the specific role they are applying for and get a better understanding of what the employer may be looking for. With this targeted practice, candidates can showcase their relevant skills, experiences, and accomplishments, increasing their chances of success in the actual interview. Lastly, the Mock Interview session helps in training and teaching you how to craft a thank-you note, maintain communication, and utilize networking opportunities to enhance your chances of success.
Recourse Person Profile	Dr. Archana Dixit
Attendance Sheet*	Attached at the end of Report
Report Submitted by Convener (write faculty coordinator name)	Dr. Archana Dixit
For Office Use	
Signature of Event Coordinator	
<u>List of Beneficiary</u>	Attendance sheet attached

Employability Index Evaluation (Group Discussion) Sheet

[illegible]

	AGARWAL	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Cleared the test	on overall skills
01721301722	AASTHA RASTOGI	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
02521301722	KRISH CHAUHAN	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
02621301722	PRACHI SINGH	8	2	2	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
02921301722	DEVANSH CHAUHAN	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
03021301722	RADHIKA GOYAL	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
03121301722	SUSHANT GARG	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
03221301722	SUMIT KUMAR PURBAY	8	2	2	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
03421301722	ANSH AGGARWAL	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
03821301722	AKSHITA GUPTA	5	3	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
04221301722	ADITI SHANKH	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall
05721301722	BHAVIK															Not	Need to work

	SAUN	8	2	2	12	60	3	3	3	3	3	3	15	60	60	Cleared the test	on overall skills
05921301722	KAVYA BANSAL	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
06021301722	HARSHPREET SINGH	5	3	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
06121301722	LAKSHAY KAKKAR	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
06221301722	KRISHANKI BHASIN	8	2	2	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
06321301722	RAHUL PAHUJA	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
06721301722	CHHAVI JINDAL	5	3	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
06821301722	PRANAV VERMA	7	3	3	13	65	4	3	3	3	4	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
06921301722	ADITYA ARYA	8	2	2	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
07021301722	VIKASH VANSH MALHOTRA	7	2	3	12	60	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
07421301722	PRERAK AIREN	5	3	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills

07721301722	CHARU JAIN	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
07821301722	HANU GOEL	7	3	3	13	65	4	3	3	3	4	3	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
07921301722	AKSHAT KHATRY	8	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
08021301722	SHIV lavaniya	7	2	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
08421301722	RAJAT	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
08621301722	PUNIT SHARMA	7	3	3	13	65	4	3	3	3	4	3	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
08821301722	DEV WADHWA	8	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
09321301722	AJAY PANDEY	7	2	3	12	60	3	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills
09421301722	ADARSH KUMAR	5	3	2	10	50	3	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
09521301722	KAVYA AGGARWAL	7	3	3	13	65	4	3	3	3	4	3	3	15	68	66.5	Not Cleared the test	Need to improve on overall skills
09821301722	DHRUV KHANDELWAL	8	2	2	12	60	3	3	3	3	3	3	3	15	60	60	Not Cleared the test	Need to work on overall skills

10021301722	ARPIT	5	3	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
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Recommendations, **if any**- Students are good, but need to focus more on academic and technical knowledge along with groomingstandards. They should work hard on their introduction skills



EVENT REPORT



Topic: Mock Interview

Date: 21/11/2023

Time: 12:50 PM to 1:40 PM

Duration: 50 minutes

Venue: Room No: 2302, UG Building, TIAS

Program: BCA (1st Year)

Coordinator: Ms. Mansi Jaiswal.

Panel Members: Mr. Abhishek kr. Upadhyay, Ms. Mansi Jaiswal

No. of students: 25

Objectives:

- To make students know what the required skills are to carry out an effective interview.
- To help students be able to plan and prepare for an interview.
- To help students know what are the general questions asked and how to answer those questions.
- To make students understand do's and don'ts before, after and during the interview.

Report:

Session on Interview skills was conducted on 21st November, 2023 for BCA 1st year students by the ICT Deptt. of TIAS under the ambit of Capability enhancement program by Ms. Mansi Jaiswal (AP). The main focus of the session was to prepare students in advance for the interviews by giving them the opportunity to self-evaluate themselves on the basis of their strengths and weaknesses. Followed by which do's and don'ts before, during and after the interview was covered both for telephonic, virtual as well as face to face interviews. Along with it students were told few skills they need to work upon, on the basis of their interest areas. Also students were trained on the general/frequently asked questions during the interviews. Post the session; Ms. Mansi Jaiswal guided the students regarding their scope of improvement in respective areas like body language, dressing sense, communication skills, Confidence level etc.

Learning outcomes:

- Students understood how to be well prepared before the interview.
- Students self-evaluated themselves on the basis of their strength and weaknesses and the areas they need to work upon themselves.
- Students understood the skills required for an effective interview.
- Students got aware and can prepare in advance for the general/ frequent question that are asked in the interviews

Geotag Photos:



Students participating in the session

TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE " A " INSTITUTE
Employability Index Evaluation (Mock Interview) Sheet

Program: BCA 1st YEAR		Date: 21st NOV 2023	Time: 12:50 PM-1.40 PM	Panel Members: Mr. Abhishek K. Upadhyay, Ms.Mansi Jaiswal					Compiled by: Ms. Mansi Jaiswal						
Enrolment no	Student name	Technical Knowledge				Soft Skills					Total Obtained	% Obtained	Cumulative Marks (Sum of 50% of both the skills)	Result Cumulative % should be higher	Recommendations if any
		Subject Knowledge	Practical Application	Latest Development	Total Obtained	% Obtained	Introduction Skills	General /Current affairs	Profile fitting	Body language					
		10	5	5	20	100	5	5	5	5	25	100			
617002023	KANCHAN MAURYA	5	2	2	9	45	3	3	3	2	3	56	50.5	Not Cleared the test	Need to work on overall skills
717002023	HARSH NEGI	8	3	4	15	75	3	3	2	2	12	48	61.5	Not Cleared the test	Communication need to improve
817002023	UTSAV	5	2	2	9	45	3	3	3	2	14	56	50.5	Not Cleared the test	Need to work on overall skills
2117002023	LUV BHARDWAJ	10	5	5	20	100	5	5	5	5	25	100	52.5	Not Cleared the test	Need to work on overall skills
1017002023	RISHABH JAIN	2	2	2	6	30	3	3	3	5	15	60	52.5	Not Cleared	Need to

Signed by: Aiyaz Kumar
Reason: Certified Copy
Location: Delhi
Date: 31-Aug-2024
(12:55 PM)

70217002023	DEV MALIK	5	2		2	9	45	3	3	3	2	3	14	56	50.5	Not Cleared the test	Need to work on overall skills
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Recommendations, if any- Students are good, but need to focus more on academic and technical knowledge along with grooming standards. They should work hard on their introduction skills.



EVENT REPORT



Topic: Mock Interview

Date: 22/11/2023

Time: 12:50 PM to 1:40 PM

Duration: 50 minutes

Venue: Room No: 2203, UG Building, TIAS Program: BCA (3rd year)

Coordinator: Ms. Chesta Agarwal.

Panel Members: Ms. Chesta Agarwal, Ms.

Mansi Jaiswal No. of students: 28

Objectives:

- To make students know what the required skills are to carry out an effective interview
- To help students be able to plan and prepare for an interview
- To help students know what are the general questions asked and how to answer those questions.
- To make students understand do's and don'ts before, after and during the interview.

Delhi HOD
BCA-TMS
Dr. D. D. D. D.
HOD ICT

Report:

Session on Interview skills was conducted on 22nd November, 2023 for BCA 3rd year students under the ambit of Capability enhancement program by Ms. Chesta Agarwal. The main focus of the session was to prepare students in advance for the interviews by giving them the opportunity to self-evaluate themselves on the basis of their strengths and weaknesses. Followed by which do's and don'ts before, during and after the interview was covered both for telephonic, virtual as well as face to face interviews. Along with it students were told few skills they need to work upon, on the basis of their interest areas. Also students were trained on the general/ frequently asked questions during the interviews. Post the session; Ms. Chesta Agarwal guided the students regarding their scope of improvement in respective areas like body language, dressing sense, communication skills, Confidence level etc.

Learning outcomes:

- Students understood how to be well prepared before the interview.
- Students self-evaluated themselves on the basis of their strength and weaknesses and the areas they need to work upon themselves.
- Students understood the skills required for an effective interview.
- Students got aware and can prepare in advance for the general/ frequent question that are asked in the interviews

Geotag Photos:



Students participating in the session



Resource person giving tips during the session

Delhi-1100
BCA-TMS
Dr. Deeksha
HoD ICT

TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE " A" INSTITUTE
Employability Index Evaluation (Mock Interview) Sheet

Program:		Date: nd	Time: 12:50	Panel Members: Ms. Chesta										Compiled by: Ms.		
Enrolment no	Student name	Technical Knowledge						Soft Skills						Cumulative Marks (Sum)	Result that	actions if
		Subject Known	Practical Application	Latest Development	Total Obtained	% Obtained	Introduction	General I/Cur	Profile	Body Language	Confidence	Total Observed	% Obtained			
		10	5	5	20	100	5	5	5	5	5	25	10			
006170020	SANIDHYA SINGH	5	2	2	9	45	3	3	3	2	3	14	56	50.5	Not Cleared	Need to work on overall communication
007170020	SAMPA NN	8	3	4	15	75	3	3	2	2	2	12	48	61.5	Not Cleared the test	Communication
008170020	SATVIK	5	2	2	9	45	3	3	3	2	3	14	56	50.5	Not Cleared	Need to work on
009170020	RAHUL	10	5	5	20	100	5	5	5	5	5	25	100	52.5	Not Cleared	Need to work on
01017002	MAYANK CHOUDHARY	2	2	2	6	30	3	3	3	3	3	15	60	52.5	Not Cleared	Need to work on
01117002	KAMAR	6	2	2	10	50	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
01217002021	TARUN AGGARWAL	5	2	2	9	45	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills

01317002021	DEV NALWA	6	3	2	11	55	3	3	3	3	3	3	15	60	55	Not Cleared the test	Communication need to improve
01417002021	PRATHAM BABBERWAL	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
01517002021	PUNEET KUMAR	10	5	5	20	100	5	5	5	5	5	5	25	100	61.5	Not Cleared the test	Communication need to improve
01617002021	MAHIVA BANSAL	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
01717002021	AMAN SHARMA	6	2	2	10	50	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
02317002021	PRATHAM ARORA	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
02417002021	BHAWYA GARG	5	2	2	9	45	3	3	3	3	2	3	14	56	50.5	Not Cleared the test	Need to work on overall skills
02517002021	KARTIKAY SINGH	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
02617002021	ANKUSH YADAV	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
02717002021	SARTHAK ARORA	5	2	2	9	45	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
	PIYUSH SINGH															Not	Communication need to

02817002021		8	3	4	15	75	3	3	3	2	2	2	2	2	3	14	48	61.5	Cleared the test	improve,
02917002021	KARAN YADAV	5	2	2	9	45	3	3	3	3	3	3	2	2	3	14	56	50.5	Not Cleared the test	Need to work on overall skills
03017002021	AMAN SHARMA	5	2	2	9	45	3	3	3	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
03117002021	NAMYA GANDHI	6	2	2	10	50	3	3	3	3	3	3	3	3	3	15	60	55	Not Cleared the test	Need to work on overall skills
03217002021	AKIB ZAVED	5	2	2	9	45	3	3	3	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
03317002021	SAHIL MOURYA	5	2	2	9	45	3	3	3	3	3	3	2	2	3	14	56	50.5	Not Cleared the test	Need to work on overall skills
03417002021	ASHWIN SINGH RAWAT	5	2	2	9	45	3	3	3	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
03517002021	RITIK TANWAR	5	2	2	9	45	3	3	3	3	3	3	3	3	3	15	60	52.5	Not Cleared the test	Need to work on overall skills
	SURAJ BALODI	5	2	2	9	45	3	3	3	3	3	3	3	3	3	15	60	52.5	Not Cleared	Need to work on overall skills

