

ABOUT SHADAN WOMEN'S COLLEGE OF ENGINEERING & TECHNOLOGY

The rise of globalization, liberalization and privatization in India gave impetus not just to the much needed economy but also to technical education. India can now boast of having the third largest pool of scientific and technical man power in the world. The network of technical institutions which now span the country came into being in the 1990's. At present India is a leading force to reckon within the fields of Software industry, Space science, Biotechnology and Nuclear science.

Shadan Women's College of Engineering and Technology (SWCET) we keep the light of the nation ablaze. The institution, ever since its foundation in 1995 is in constant pursuit of keeping high the self imposed standards of excellence. Quality, Modernity and High Degree of Scientific Temperament pervade every facet of the institution, be it technical education, laboratories or infrastructure facilities. The campus is the abode of discipline, harmony and intellectual pursuit and abuzz with intense academic activity.

Highly qualified fraternity, sprawling campus, state-of-the-art laboratories, well equipped library, spacious playground and above all ever enthusiastic management make Shadan Women's College of Engineering and Technology (SWCET)

ABOUT THE SCIENCE & HUMANITIES DEPARTMENT

The department has been rated very high in academic circles. The graduates from this department include many renowned technocrats, researchers and academicians working all over the world. The department provides a platform for the faculty and students of engineering colleges in the country to pursue their interest in basic and applied research. The department conducts various conferences, seminars and workshops on frontier areas of research in technical institution in India

CHIEF PATRON

Mr. Mohd. Shah Alam Rasool
Khan, Chairman-Shadan
Educational Society

PATRON

Dr.C. Suresh Kumar
Principal

CO-PATRONS

Prof. Rahman Shareef
Director

CONVENER

Arshia Sultana
Associate Professor

CO-ORDINATOR

S & H Dept.

NO REGISTRATION
FEE

ONE DAY
PROGRAM FOR THE UG & PG
STUDENTS OF ENGINEERING ON

SOFT SKILLS on
10th October 2018
(08:00AM to 01:00PM)



Organized by
Department of
Science & Humanities

Shadan Women's College of Engineering &
Technology

An ISO 9000-2015 certified Institution
(Affiliated to JNTUH & Approved by AICTE, New Delhi)
Raj Bhavan Rd, Taj Enclave, Hyderabad- 004,
Telangana, India.



Shadan Women's College of Engineering & Technology

Approved by A.I.C.T.E. & Permitted by the Govt. of Telangana.

Affiliated to JNTU, Hyderabad.

Established by SHADAN EDUCATIONAL SOCIETY

(A Minority Institution)

Website: www.swcet.in

E-mail: swcet15@yahoo.com

CONVENING ORDER

Date:

ACADEMIC YEAR:2018-2019

SOFT SKILLS TRAINING PROGRAM

The academic administration of the college is decentralized and transparency is maintained by constituting various committees with senior faculty members. Soft skills training program is constituted with the following members.

S.NO	NAME OF THE FACULTY	DESIGNATION	DEPARTMENT
1	AMTUL WARIS	Member	S & H
2	SOFIA ROOHI	Member	S & H
3	M.HIMA BINDU	Member	S & H
4	SYEDA BUSHRA MUJEEB	Member	S & H
5	IRFANA KHAN	Member	S & H

Frequency of Meeting: Once in a year, as and when required.

Functions & Responsibilities:

- Soft skills referred to both character, traits & interpersonal skills that will influence how well a person can work or interact with others.
- Soft skills are essential for your success in the work place, your company success and your personal life.
- Soft skills play an important role in resume writing, interviewing & finding success in communicating with people at work and in other areas of your life

PRINCIPAL



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Date: 07/10/2018

Minutes of the meeting

Agenda: Soft Skills Training Program.

Points to be discussed:

- 1) Action plan to conduct the Soft Skills Training program for the A.Y. 2018-19.
- 2) Targeted Audience of the Soft Skills Training program.
- 3) Arrangements required for the Soft Skills Training program.
- 4) Principal approval and Circular preparation.
- 5) Approval for the following schedule

S.NO	Date, Time and Venue	Content/Topic	Resource Person	Sign of the Faculty
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	
2	10/10/2018, 09:10AM-10:00 AM, Seminar Hall	Communication skills	Amtul Waris	
3	10/10/2018, 10:10AM-11:00 A M, Seminar Hall	The ability to speak in plain English	Amtul Waris	
4	10/10/2018, 11:30 AM-12:30 PM, Seminar Hall	Building positive relationships	Amtul Waris	
5	10/10/2018, 12:30PM-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	

Attendee's details:

S.No

Name of the faculty

1. Sofia Roohi
2. M. Himabindu
3. Syeda Bushra Mujeeb
4. Erfana Khan
5. Amtul Waris

Sign

HOD -S&H
SWCET

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6-2-980, Khairatabad,
Hyderabad - 500 004.

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Date: 07/10/2018

The Principal
SWCET, Hyderabad.

Sub: Approval of Soft Skills Training Reg..

This is to bring to your kind notice that S&H Department, SWCET has planned to conduct the Soft Skills Training Program to the 1st Year students UG and PG courses of SWCET. This shows a huge impact on students to achieve placements and their goals. Hence, it is requested to give the approval of this program.

2018-19 Academic Year -Soft Skills program schedule

S.No	Date, Time and Venue	Content/Topic	Resource Person	Address of resource person
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	Faculty S&H-SWCET
2	10/10/2018, 09:10AM-10:00 AM, Seminar Hall	Communication skills	Amtul Waris	Faculty S&H-SWCET
3	10/10/2018, 10:10AM-11:00 A M, Seminar Hall	The ability to speak in plain English	Amtul Waris	Faculty S&H-SWCET
4	10/10/2018, 11:30 AM-12:30 PM, Seminar Hall	Building positive relationships	Amtul Waris	Faculty S&H-SWCET
5	10/10/2018, 12:30PM-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	Faculty S&H-SWCET


HOD-S&H
SWCET



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Date: 08/10/2018

Circular

This is to inform to all the students of 1st YEAR SWCET that a “Soft Skills Training” Program will be organized on 10/10/2018 by the S&H Department. Hence, it is mandatory for all the students to attend. This program shows a huge impact on students to achieve placements and their goals. Program details are as to follow.

2018-19 Academic Year -Soft Skills program schedule

S.No	Date, Time and Venue	Content/Topic	Resource Person	Address of resource person
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	Faculty S&H-SWCET
2	10/10/2018, 09:10AM-10:00 AM, Seminar Hall	Communication skills	Amtul Waris	Faculty S&H-SWCET
3	10/10/2018, 10:10AM-11:00 A M, Seminar Hall	The ability to speak in plain English	Amtul Waris	Faculty S&H-SWCET
4	10/10/2018, 11:30 AM-12:30 PM, Seminar Hall	Building positive relationships	Amtul Waris	Faculty S&H-SWCET
5	10/10/2018, 12:30PM-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	Faculty S&H-SWCET

**HOD -S&H
SWCET**

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Soft Skills Course Content

Date: 10/10/2018

Soft Skills Training Program for the Academic Year 2018-19

S.NO	Date, Time and Venue	Content/Topic	Resource Person	Address of resource person
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	Faculty S&H-SWCET
2	10/10/2018, 09:10AM-10:00 AM, Seminar Hall	Communication skills	Amtul Waris	Faculty S&H-SWCET
3	10/10/2018, 10:10AM-11:00 A M, Seminar Hall	The ability to speak in plain English	Amtul Waris	Faculty S&H-SWCET
4	10/10/2018, 11:30 AM-12:30 PM, Seminar Hall	Building positive relationships	Amtul Waris	Faculty S&H-SWCET
5	10/10/2018, 12:30-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	Faculty S&H-SWCET

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Soft Skills Training Feedback form for the A.Y. 2018-19

Dear Student

Your feedback is valuable and helpful for corrective measures. Here by requesting your valuable feedback on the program "Soft Skills Training" conducted by SWCET on 10/10/2018. The feedback will be kept confidential and it will not review to any other members. It is collecting for internal measurement and help to prepare further action plan.

S.NO	Date, Time and Venue	Content/Topic	Resource Person	Address of resource person				
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	Excellent <input type="checkbox"/>	Very Good <input type="checkbox"/>	Good <input checked="" type="checkbox"/>	Average <input type="checkbox"/>	Poor <input type="checkbox"/>
2	10/10/2018, 09:10AM-10:00 AM, Seminar Hall	Communication skills	Amtul Waris	Excellent <input type="checkbox"/>	Very Good <input type="checkbox"/>	Good <input type="checkbox"/>	Average <input checked="" type="checkbox"/>	Poor <input type="checkbox"/>
3	10/10/2018, 10:10AM-11:00 A M, Seminar Hall	The ability to speak in plain English	Amtul Waris	Excellent <input type="checkbox"/>	Very Good <input checked="" type="checkbox"/>	Good <input type="checkbox"/>	Average <input type="checkbox"/>	Poor <input type="checkbox"/>
4	10/10/2018, 11:30 AM-12:30 PM, Seminar Hall	Building positive relationships	Amtul Waris	Excellent <input type="checkbox"/>	Very Good <input type="checkbox"/>	Good <input checked="" type="checkbox"/>	Average <input type="checkbox"/>	Poor <input type="checkbox"/>
5	10/10/2018, 12:30PM-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	Excellent <input type="checkbox"/>	Very Good <input checked="" type="checkbox"/>	Good <input type="checkbox"/>	Average <input type="checkbox"/>	Poor <input type="checkbox"/>



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Soft Skills Training Feedback Analysis for the A.Y. 2018-19

S.NO	Content/Topic	Resource Person	Feedback analysis						Overall Grade allocated <i>Comment</i>
			No of feedbacks collected	No of excellent feedbacks	No of Very Good feedbacks	No of Good feedbacks	No of Average feedbacks	No of Poor feedbacks	
1	how you interact, lead and communicate with other people	Amtul Waris	129	44	30	30	25	—	Excellent
2	communication skills	Amtul Waris	129	25	44	30	30	—	Very Good
3	the ability to speak in plain English	Amtul Waris	129	30	30	44	25	—	Good.
4	building positive relationships	Amtul Waris	129	54	30	25	20	—	Excellent.
5	inspiring leadership qualities	Amtul Waris	129	30	30	44	25	—	Good

[Signature]
Evaluator

Name and Designation

Ms. Anshika Sultan
Asoc. prof.

[Signature]
Scrutinizer

Name and Designation

(Amatul Fatima)
Asst. Prof. H & S.

[Signature]
HOD-H&S



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Event Report on the Soft Skills Training Program

The Soft Skills Training Program has successfully conducted at Shadan Women's College of Engineering and Technology, Hyderabad. A one day program was conducted on 10/10/2018 at Seminar Hall, for the Academic Year 2018-19. This program was conducted to the all 1st year students (fresher's) of the Academic Year 2018-19. The Program was started 08:00 AM in the morning with the wonderful topic of "How you interact, lead and communicate with other people" by the speaker "Amtul Waris" Faculty S&H; Tea Break was given between 11:00 to 11:30AM of the day and the After Noon session was started from 11:30 AM and session was closed with the topic of "inspiring leadership qualities" by the speaker "Amtul Waris" Faculty of S&H-SWCET at 1:30 PM. A beautiful program was organized to 1st year students of the Campus, **Total -134** students were attended the program and feedback collected from the students. It shown a high impact on day to day life of students and helped to crack the fruitful tips. I thank to all faculty and students of SWCET for successful conduction of the program and special thanks to the speakers of the program, delivered an excellent way. Finally, I thank to technical staff and volunteers to their support. The detailed Program schedule and some photos are attached here with.

2018-19 Academic Year Soft Skills program schedule

S.NO	Date, Time and Venue	Content/Topic	Resource Person	Address of resource person
1	10/10/2018, 08:00AM-09:00AM, Seminar Hall	How you interact, lead and communicate with other people	Amtul Waris	Faculty S&H-SWCET
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5	10/10/2018, 12:30-01:30 PM, Seminar Hall	Inspiring leadership qualities	Amtul Waris	Faculty S&H-SWCET

Glance of Soft Skills training Program for the A.Y. 2018-19:



Geo tagged photo indicating speakers of the program



Explaining the importance of soft skills & Participants showing attention towards the program



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"SOFT SKILLS" Program for all the 1st and 2nd YEAR students of UG and PG **-STUDENTS ATTENDANCE SHEET FOR A.Y. 2018-2019**

Conducted by the S&H Department, Dated:10-10-2018

S. NO	HALLTICKET NUMBER	NAME OF THE STUDENT	SIGNATURE
1	18L51A0504	AFNAN ABDUL RAHEEM NASIR	<i>Afnan</i>
2	18L51A0505	AFREEN FATHIMA	<i>Afreena fathima</i>
3	18L51A0506	AFSHA JABEEN BEGUM	<i>Afsha</i>
4	18L51A0507	AIMAN FATIMA	<i>Aiman</i>
5	18L51A0508	AISHA AZHAR MOINUDDIN	<i>Aisha Azhar Moindin</i>
6	18L51A0509	AISHA MANZOOR	<i>Absent</i>
7	18L51A0510	AKAYFA TABASSUM	<i>Akayfa</i>
8	18L51A0511	ALINA FATHIMA	<i>Alina Fathima</i>
9	18L51A0512	ALIYA	<i>Aliya</i>
10	18L51A0513	ALIYA NOORAIN	<i>Aliya</i>
11	18L51A0514	AMATUL MATEEN RUQUIYA	<i>Amay</i>
12	18L51A0515	AMEENA BEGUM	<i>Ameena</i>
13	18L51A0516	AMREEN SULTANA	<i>Absent</i>
14	18L51A0517	AMTUL HAFEEZ ASRA	<i>Amtul Hafeez asra</i>
15	18L51A0518	AMTUL WAHAB MASERA	<i>Amtul</i>
16	18L51A0519	ANANTHA SAI SAHITHI	<i>Ananth</i>
17	18L51A0520	AREEBAH SIDDIQUI	<i>Areebah Siddiqui</i>
18	18L51A0521	ASFIYA SULTANA	<i>Asfiya</i>

19	18L51A0522	ASIYA BEGUM	ASIYA Begum
20	18L51A0523	ASMA BEGUM D/O MOHD OMER	Asma
21	18L51A0524	ASMA BEGUM D/O MOOSA BIN SAYEED	Asma
22	18L51A0525	ASRA BEGUM	Asra
23	18L51A0526	ASRA FATIMA	Asra Fatima
24	18L51A0527	AYEMAN RUHI	Ayeman
25	18L51A0528	AYESHA ALMAS	Aisha Almas
26	18L51A0529	AYESHA FATHIMA	Aysha
27	18L51A0530	AYESHA MUKHTAR SHAIKH	Aysha mukhtar shaiikh
28	18L51A0531	AYESHA SHAIKH	Aysha
29	18L51A0532	AYESHA SIDDIQUA D/O MOHAMMED TAHER	Aysha Sheikh
30	18L51A0533	AYESHA SIDDIQUA D/O MIRZA SAJID ALI BAIG	Aysha
31	18L51A0534	AYESHA ZAINAH	Aysha
32	18L51A0535	BISMA ZAINAB	Bisma Zainab
33	18L51A0536	BUSHRA KHANAM	Bushra
34	18L51A0537	DANIYAUNNISA	Daniya
35	18L51A0538	DINA AFZAL	Dina
36	18L51A0539	DOULATH UNISSA BEGUM	Doulath Unissa
37	18L51A0540	FAEZAH AYYUB	Faezah
38	18L51A0541	FAREEN UNNISA	Fareen
39	18L51A0542	FARHA ISMAIL	Farha Ismail
40	18L51A0543	FARHA YASMEEN	Farha Yasmeen
41	18L51A0544	FARHEEN FATHIMA	Farheen Fathima
42	18L51A0545	FARHEEN SULTANA	Farheen Sultana
43	18L51A0546	FARWA MARYAM	Farwa

44	18L51A0547	FATHIMA UZ ZOHRA	<u>Fatima</u>
45	18L51A0548	FATIMA KAZMI	<u>Fatima Kazmi</u>
46	18L51A0549	FEARDOS JAHAN BEGUM	<u>FEARDOS</u>
47	18L51A0550	HADIYA FATIMA	<u>Hadiya</u>
48	18L51A0403	BODI MOUNICA	<u>BODI</u>
49	18L51A0404	BUSHRA FATIMA	<u>Bushra</u>
50	18L51A0405	CHINTHAPALLI SRAVANI	<u>Chinthapalli</u>
51	18L51A0406	FAREENA FATIMA	<u>Fareen</u>
52	18L51A0407	G SRAVANI	<u>G. Sravani</u>
53	18L51A0408	GOLLA SAI PRIYA	<u>Golla</u>
54	18L51A0409	GUDAPPU AAKANKSHA	<u>Gudappu</u>
55	18L51A0410	GULEPALEM SAI SRUJANA	<u>Gulpelem Sai</u>
56	18L51A0411	HAJIRA SULTANA	<u>Hajira</u>
57	18L51A0412	HURAIRA FATIMA	<u>Hussain</u>
58	18L51A0413	JABEEN BEGUM	<u>Jabeen</u>
59	18L51A0414	K VENKATA SATYA SRAVANI	<u>K.V. Satya</u>
60	18L51A0415	KADALI HEMALATHA	<u>Kadali</u>
61	18L51A0416	KANDUKURI SAI SREEJA	<u>K. Sai</u>
62	18L51A0417	KOTHAKOTA MAMATHA	<u>K. Mamatha</u>
63	18L51A0418	MADIHA FATIMA	<u>Madiha</u>
64	18L51A0419	MAFRUZA SULTANA	<u>Mafru</u>
65	18L51A0420	MAMIDISETTY NAVYA SREE	<u>Mamidisetty</u>
66	18L51A0421	MANGALA JOY JANNET	<u>Mangala</u>
67	18L51A0422	MOHAMMADI LAIBA AHMED	<u>Laiba</u>
68	18L51A0423	MOTEPALLI VEERA VENKATA SAI MADHAVI	<u>Motep</u>
69	18L51A0424	NIDA SALIM	<u>Nida Salim</u>

70	18L51A0425	NIMRA MOHAMMED ABDUL QUDDUS	Nimra
71	18L51A0426	NIMRA NAAZ	Nimra
72	18L51A0427	PABBA SRAVYA	Pabba
73	18L51A0428	PALLATI RISHITHA	Rishitha
74	18L51A0429	PARVEEN SHAHEEN	Parveen
75	18L51A0430	POLAGANI HARSHITHA	Harshitha
76	18L51A0431	RASHEEQA BATOOL	Rasheeqa
77	18L51A0432	REPAKA SREE ROOPA REDDY	Repa
78	18L51A0433	SAMREEN SULTANA	Samreen
79	18L51A0434	SANTOSHIRANI DEVERAKONDA	Santoshi
80	18L51A0435	SARAH MIRZA	Sarah
81	18L51A1206	AMRA ALI	Amra
82	18L51A1207	AREEJ ATEEFUDDIN AHMED	Areej
83	18L51A1208	ARFA TAZEEN	Arfa
84	18L51A1209	ASIYA BEGUM	Asiya
85	18L51A1210	ASMA ABDULLAH HUSSAINI	Asma
86	18L51A1211	ATHER FATHIMA	Ather
87	18L51A1212	AYESHA FATIMA	Ayesha
88	18L51A1213	AYESHA NAMREEN	Namreen
89	18L51A1214	AYESHA ZUBERI	Ayesha Zuberi
90	18L51A1215	BANDE POOJA	Pooja
91	18L51A1216	CHILUKA RITHIKA	Chiluka Rithika
92	18L51A1217	CINDE NAVYASRI	Cinde
93	18L51A1218	FARHEENA KHANAM	Farheen Khanam
94	18L51A1219	FARIHA SABAHAT	Fariha
95	18L51A1220	FATIMA OMER	Fatima

96	18L51A1221	FATIMA RAHMATH NAWAZ	<i>Fatima</i>
97	18L51A1222	FAZEELATH FATIMA	<i>Faz fatima</i>
98	18L51A1223	FIRDOSE FATHIMA	<i>Firdosef</i>
99	18L51A1224	FOUZIA ZUBEDI	<i>Fouzia</i>
100	18L51A1225	HAFSA ABDUL BASITH	<i>Hafsa</i>
101	18L51A1226	INSHA FATIMA	<i>Insha fatima</i>
102	18L51A1227	JASIYA TABASSUM	<i>Jasuya Tabassum</i>
103	18L51A1228	JAVERIYA MARIYAM	<i>Javeria mariyam</i>
104	18L51A1229	JUHAINA REEM	<i>Juhaina</i>
105	18L51A1230	JUVERIYA AMREEN	<i>Javeria Amreen</i>
106	18L51A1231	KANCHANAPALLY SAHEETHI	<i>Saheethi</i>
107	18L51A1232	LASULURI GAYATRI DEVI	<i>Lasuli gayatri devi</i>
108	18L51A1233	MADIHA NOUSHIN	<i>Madiha noushin</i>
109	18L51A1234	MAHEEN FATIMA	<i>Maheena fatima</i>
110	18L51A1235	MAHVEEN ARIF	<i>Mahveen</i>
111	18L51A1236	MALIHA ABDUL AZEEM	<i>Maliha</i>
112	18L51A1237	MALIHA JAVEED	<i>Maliha javeed</i>
113	18L51A1238	MANAI POOJA	<i>Manali pooja</i>
114	18L51A1239	MARYAM	<i>Maryam</i>
115	18L51A1240	MEKALA BHAGYA LAXMI	<i>Mekala Bhagyalaxmi</i>
116	18L51A1241	MOGNIA SAMREEN NADIRA	<i>Nadira</i>
117	18L51A1242	NAIMA RAFATH	<i>Naima Rafath</i>
118	18L51A1243	RUQIYA FATIMA	<i>Ruqiyaf</i>
119	18L51E0003	ASHRAFA	<i>Ashraf</i>
120	18L51E0004	AZRA FATIMA	<i>Azra</i>
121	18L51E0005	HAJERA BANU	<i>Hajera banu</i>

122	18L51E0006	HUDA BEGUM	<u>Huda</u>
123	18L51E0007	HUMERA AYESHA	<u>Ayesha</u>
124	18L51E0009	JUVERIA MEHROOZ	<u>Juveria</u>
125	18L51E0010	JUVERIA UNNISA BEGUM	<u>Juni</u>
126	18L51E0011	KANEEZ-E-SAKEENA	<u>Sakeena</u>
127	18L51E0013	KHATIJA NAZNEEN	<u>Khadija Nazneen</u>
128	18L51E0014	MAJIDA FATIMA	<u>MAJIDA</u>
129	18L51E0015	MASRATH PARVEEN	<u>K. Parveen</u>
130	18L51E0016	MINHAAJ BANU	<u>Minhaaj Banu</u>
131	18L51E0017	MUNAWER BEGUM	<u>Munawer</u>
132	18L51E0018	NAZNEEN UNNISA	<u>Nazneen</u>
133	18L51E0019	NEHA SULTANA	<u>Neha</u>
134	18L51E0021	NEHA ROUSHEEN	<u>Neha</u>

TOTAL: 134

PRESENT: 129

ABSENT: 5