

REGISTRATION FORM
Two Days Training
“Personal Effectiveness For Enhancement of Day to Day Work”

(14th, 15th February 2019)
(Sponsored By TEQIP-III)

Name of Participant:

Designation :

Name of the Organization:

Mailing Address:

Tel. No. :

Mobile No. :

Fax :

E-mail ID :-

Date :

Signature of Applicant :

Seal and Signature of Sponsoring Authority

Patrons

Dr. R. Sesha Iyer

Chairman, BoG, SPCE, Mumbai

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Principal, SPCE, Mumbai

Dr. B. K. Agarwal

Principal, GEC, Rewa (M.P.)

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Vice-Principal, SPCE, Mumbai

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Course Co-Coordinator

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Course Faculty

1. Mr. Anil Patil, L&T Engg. (Retd.)
2. Ms Mona Upadhayay, SPCE, Student Counsellor
3. Dr. Mrs. Shyamlee D. Solanki, SPCE, Asst. Professor
4. Mr. S. J. Sawant, SPCE, Librarian
5. Mr. Luis P. Dias, Mech. Dept

TEQIP- III SPONSORED

Two Days Training

“Personal Effectiveness For Enhancement of Day to Day Work”
for Supporting Staff

Organized by Mentor Institute



Bharatiya Vidya Bhavan's
Sardar Patel College of Engineering
(Government Aided Autonomous Institute)
Munshi Nagar, Andheri (W), Mumbai.



Under Twinning Activity of TEQIP – III
with Mentee Institute



Govt. Engineering College, Rewa, M.P.
on
14 - 15 February 2019.

Venue : SPCE, Andheri (West), Mumbai.

About SPCE

Sardar Patel College of Engineering under the management of the Bhartiya Vidya Bhavan, was founded by kulpati Dr. K. M. Munshi. It was established to meet the growing demand of engineering talent. The foundation stone of the college was laid on 17th September 1961 by Shri. Y.B. Chavan (Chief Minister of Maharashtra who later became the defense minister of India).

The college was inaugurated by the First Prime Minister of India, Pandit Jawaharlal Nehru in 1962. The college is dedicated to Sardar Vallabhbhai Patel, an eminent nation builder of independent India. The college is autonomous and affiliated to the University of Mumbai for Full-time degree and post graduate degree courses.

The institute has set high standards for aspiring engineering students and also meets the needs of quality education in challenging world of business. Over last 50 years the college has gained an excellent reputation in the field of technical education.

SPCE is one of the few colleges that have received Grade 'A+' rating for its aided courses from the Govt. of Maharashtra which certifies the spirit of excellence that the institute has symbolized and always practiced. Institute has celebrated its golden jubilee in the year 2012.

About the Training**SPCE is organizing two days Training
"Personal Effectiveness For Enhancement of Day to Day Work"**

under TEQIP-III. This workshop is arranged to serve one of the objectives of TEQIP-III that is enhancing institutional and system management effectiveness.

Objectives

1. To help participants to understand importance of time management & communication in day to day work
2. To Use of positive thinking to enhance day to day work.

Outcomes

After successful completion of the workshop participants will be able to :

1. Practice time management.
2. Understand & implement various effective communication techniques.
3. Improve positive thinking.

IMPORTANT DATES :

Confirmation of participants for course till
14th February 2019

Eligibility : Training is intended preferably for Supporting Staff members.

No TA/DA will be provided from this institute.