



# ST FRANCIS DE SALES COLLEGE

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## Department of Business Administration Report of Certificate course on "Six Sigma"

### Course Objective:

- The participants will receive an introduction to the tools and techniques used to identify and eliminate defects and wastes.
- This course will enable the students to gain an understanding on the basic structure of DMAIC (Design, Measure, Analyze, Improve, and Control)

### Report:

Six Sigma the certificate course, started on 20-02-2021 and ended on 24-04-2021. Prof Mangayarkarasi, Prof. Geetha P.S., Prof. Ashwini, were the course facilitators. Six Sigma is a set of techniques and tools used for process improvement. Six Sigma course was introduced to make students understand and learn about the techniques such as lack of support, lack of resources or knowledge, data access issues, poor project execution, quality control techniques and TQM principles. The course duration was 30 hours and it was conducted in online platform with the help of google classroom and G-meet. Students from department of BBA had registered for the course and successfully completed the course by May. Their theoretical understanding and practical experience were systematically assessed after completing all the components of the course structure.

### Course outcome:

- Global Recognition A job profile having Six Sigma certification is valued by business organizations all over the world.
- Uplift Career Having a Six Sigma certification multiplies their job profile, and helps them be recognized and hired for an excellent job.

  
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## Department of M.Sc. Psychology Report of Certificate course on "Mentoring Skills"

### Course Objective:

Certificate course on Mentoring Skills would support students on building their leadership skills. The structure of the course details every aspect related to mentoring in workplace. Students would be highly benefitted in using mentoring skills to work with fellow mates, deal with any situation and people at workplace, improve their interpersonal skills, improve communication skills and improve their career performance. Certificate on Mentoring Skills would strengthen the resume of students, as these skills would be highly beneficial in training and improving the performance of mentees/employees in the workplace.

### Report:

The course started on 20-02-2021 and ended on 24-04-2021. Google classroom was created and the link was shared to students to register for the course. The course was open to all students. The course was conducted through online for the safety of the students due to pandemic. Students were taking sessions online. Students were explained about using mentoring skills to work with fellow mates, deal with any situation and people at workplace, improve their interpersonal skills, improve communication skills and improve their career performance. Every day audio and video lecture were shared in the classroom. Weekly google assignments and assessments were posted. Each registered student was highly benefitted by the course.

### Course outcome:

- The objective of the course was to enrich students with mentoring skills.
- The structure and delivery of the course content was effectively utilized by the students. Registered participants were benefitted by the Certificate Course.
- Students became aware of mentoring process, practice and benefits of mentoring for both mentor and the mentee.

  
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## Department of Kannada Report of certificate course on "Kannada Kalike"

### Course Objective:

- To teach Kannada to non-Kannada students and faculties
- Introduction to simple and common words
- Introduction to basic Kannada Grammar

### Report:

Kannada Kalike certificate course, started on 20-02-2021 and ended on 24-04-2021. Dr. Shanta Raju and Prof. Veena facilitated the progress of the course with the help of other Kannada faculties. It was pursued by Post Graduate students. The course duration was 30 hours and it was conducted through online Mode. The course was open to all UG and PG students. Students were taught basic Kannada with simple words and examples. For easy understanding few concepts were explained in English also. On successful completion of the course students were awarded with course completion certificates.

### Course outcome:

- In a short span of time basics of Kannada was taught.
- Kannada words were translated in English and taught.
- Everyday students learnt one new word and how to frame a sentence.

  
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## Department of Computer Applications Report of certificate course on "Interactive web designing"

### Course Objective:

This course will help them to learn the concepts to create and host web pages. They will be able to use cascading style sheets and create web pages. This course will help the students get good job opportunities.

### Report:

Interactive designing for web. the certificate course started on 20-02-2021 and ended on 24-04-2021. Prof. Sailaja M., Lakshmi CB & Dr. Lokanayaki facilitated the progress of the course and it was pursued by the BCA Students. The course duration was 30 hours and it was conducted in online through g meet and google classrooms. The course was open to both UG and PG students. In this course students were taught about how to use cascading style sheets and create web pages and fundamentals of design principles, including layout, color theory, typography, and imagery. Those who completed the course successfully were awarded with course completion certificates. Their theoretical understanding and practical experience were systematically assessed through assessment after completing the syllabus.

### Course outcome:

- Learn the fundamentals of design principles, including layout, color theory, typography, and imagery.
- Understand how to create visually appealing and cohesive web interfaces. By the end of the course, Students will be well-equipped to design and build interactive and user-centric websites, and they should have a portfolio that demonstrates their skills to potential employers or clients.
- Understand the importance of responsive design and learn how to create websites that work seamlessly across various devices and screen sizes.
- Acquire skills in adding interactivity to websites using JavaScript and popular libraries or frameworks like jQuery or react.

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## Department of Psychology Report of certificate course on "Health Psychology"

### Course Objective:

The aim of the course is to focus on the health promotion and health maintenance. It focuses on stress and the health and its relation. It even aims to focus on the modification and the enhancement of behaviors of the individuals.

### Report:

Health Psychology the certificate course, started on 20-02-2021 and ended on 24-04-2021. Prof. Lakshmi Balakrishnan and Prof. Augustin Joseph were the course facilitators the course was for 30 hours duration. The course duration it was conducted in online platform with the help of G meet and google classroom. The course was open to both UG and PG students. Students were taught about health promotion and health maintenance. It focuses on stress and the health and its relation, modification and the enhancement of behaviors of the individuals. Students completed the course successfully. Their theoretical understanding and practical experience were systematically assessed after completing the syllabus. The course was conducted in online mode due to pandemic.

### Course outcome:

- To get a better understanding of how to maintain and promote health of individuals.
- A better glance of how stress is related to health
- A detailed view of how one can modify and enhance the behaviors of people.

  
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## Department of Commerce Report of certificate course on "Fundamentals of MS-Office"

### Course Objective:

Identify ways of utilizing PowerPoint as a tool for enhancing Presentation techniques, Understand the basic and simple usage of MS Publisher and creation of important documents.

### Report:

MS-Office is a set of techniques and tools used in every aspect of management and many organizations need employees to be skillful in these areas of MS-Office. The course was introduced to make students understand and learn about the techniques of Microsoft PowerPoint - Level Basics MS Word Basic Introduction to Microsoft Excel Microsoft PowerPoint - Level 2: Advanced Creating and Basic Formatting of Document Excel Formulas and Functions Microsoft Publisher - Understanding and Working Proofing and Mailing Advanced charts and graph in Excel. the certificate course. Started on 20-02-2021 and ended on 24-04-2021.. Prof. Lavin Bhawnani, Prof. Nagarathna M., Prof. Madhusudan M. was the course facilitators. The course duration was 30 hours and it was conducted in online platform with the help of google classroom and G -meet. Students theoretical understanding and practical experience were systematically assessed after completing the syllabus.

### Course outcome:

- Their theoretical understanding and experience were practical systematically assessed after completing all the components of the course structure.
- Student will be able to work with basic and advanced feature of PowerPoint and create brilliant Presentations.
- Student will be able to demonstrate navigating publisher, working with templates and creation of catalog and other important documents.

  
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## Department of English Report of certificate course on "Effective writing Skills"

### Course Objective:

To develop students' written expression of thought also to illuminate critical thinking to organize the creative and imaginative ideas.

### Report:

The course is overall divided in to three modules. The Module - Introduction to Effective Writing & Effective Writing as an Art & Principles of Effective Writing also an introduction to the course and the topics. Date of Commencement was on 20-02-2021 and ended on 24-04-2021. Course Facilitators were Dr. Sheeba M. Prof. Maheswari and Dr. Noor Nigar. Power of Poetry 1.2.3,4.5.6 videos cater the innate creativity also illuminate novelty among the young minds. The core intention of this topic is to compose poem in different forms using various strategies. The Poem in action Bringing poetry to life rejuvenates the power of imagination. Writing literary genre, in this module. students can learn how to write literary genres. Can learn about pre-writing, writing, and rewriting. In Process. how to write session 2 of the third Module "The Writing effective introductions and conclusions. In addition to that in the Video's also the students following learn about the different with the use of types of writing discourse. The module also deals full stop and commas in writing. about punctuation and rules of capitalization learn how to write effectively. how to effectively edit and proofread written texts. The session was conducted through online mode.

### Course outcome:

- Understands the importance of effective writing skills
- Able to improve poetry writing skills
- Helps to improve creativity and imagination

  
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## Department of Hindi Report of certificate course on "Basic Hindi Learning"

### Course Objective:

This course will help them to learn the concepts through digital media and to encourage students who are willing to learn the language by making learning available for them.

### Report:

The Hindi Department has designed a certificate course on "Basic Hindi Learning" under the Curriculum Enrichment Cell. In order to make Hindi language available for students who are interested to read and write the Hindi language. They were taught with basic and common words and formation of simple sentences. Course was conducted from the 20-02-2021 and ended on 24-04-2021 on G-suit Platform. The Course was open to both UG and PG students. The resource person for the above program was Dr. Reva Prasad, Dr. Rinku Pandey and Prof. Devidas Tukaram. Their theoretical understanding was assessed through assessment, which was conducted for 50 marks. Due to the Pandemic the course was conducted in online mode.

### Course outcome:

- Their theoretical understanding and practical experience were systematically assessed after completing all the components of the course structure.
- This course is designed to impart knowledge regarding concepts of learning Basic Hindi through digital media and to encourage students who are willing to learn the language.
- This course is useful for non-Hindi Students and many other language students from this course they were able to learn easily and communicate.

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## Department of Science Report of Certificate course on "Bank Exam Coaching"

### Course Objective:

This course will help them to learn the concepts and principles of banking, analytical Reasoning, Logical reasoning and English Reasoning and other concepts related to the practical application of Banking. They will deal with real time scenarios for case studies and problem solving. This course will help the students to get good job opportunities.

### Report:

Bank Exam Coaching the certificate course, started on 20-02-2021 and ended on 24-04-2021. Prof Jenifer Sujitha G, Prof. Senthil Kumar N & Prof Maruthi C V facilitated the progress of the course and it was open to all the students. Students were taught about the types of competitive examinations and the concepts and principles of banking, analytical Reasoning, Logical reasoning and English Reasoning and other concepts related to the practical application of Banking. They will deal with real time scenarios for case studies and problem solving. The course duration was 30 hours and it was conducted through online Mode. The Course was open to all UG and PG Students. After completion of the course their theoretical understanding and practical experience were systematically assessed after completing the syllabus. Their theoretical understanding was assessed through assessment, which was conducted for 50 marks. Due to the Pandemic the course was conducted in online mode.

### Course outcome:

- Understand the basic concepts of reasoning.
- Helps to face any banking exam
- Improves logical and analytical reasoning skills.

  
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