



## R R COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090  
Accredited by "NAAC" with Grade "A"

### **Certificate programme on Entrepreneurship and Employability Skills: Syllabus: Academic year 2023-24**

**w. e. f. 1<sup>st</sup> January 2024, (For 4<sup>th</sup> Year B. Pharm, 6<sup>th</sup> year Pharma D, and 2<sup>nd</sup> year M. Pharm)**  
**Unit I: Introduction to Entrepreneurship**

- **Understanding Entrepreneurship**
  - Definition, Nature, and Importance
  - Characteristics of an Entrepreneur
  - Types of Entrepreneurs (Innovative, Imitative, Social, etc.)
  - Distinction Between Entrepreneur and Manager
- **Entrepreneurial Mindset**
  - Importance of Creativity and Innovation
  - Risk-taking and Decision-making Skills
  - Problem-solving and Critical Thinking
- **Entrepreneurial Ecosystem**
  - Role of Government and Policies
  - Support Systems: Incubators, Accelerators, and Funding Agencies

**Unit II: Business Planning and Development**

- **Business Idea Generation**
  - Sources of Ideas and Methods to Identify Opportunities
  - Feasibility Analysis and SWOT Analysis
- **Business Plan Creation**
  - Components of a Business Plan
  - Importance of Planning in Startups
  - Legal and Ethical Aspects in Business
- **Funding and Financial Management**
  - Sources of Startup Capital (Bootstrapping, Angel Investors, Venture Capitalists)
  - Budgeting and Cost Management

**Unit III: Employability Skills**

- **Understanding Employability**
  - Definition and Importance
  - Key Employability Skills (Adaptability, Resilience, Initiative, etc.)
- **Professional Communication**
  - Verbal and Non-verbal Communication Skills
  - Presentation and Public Speaking Skills
  - Writing Professional Emails and Reports
- **Teamwork and Collaboration**
  - Building Interpersonal Relationships
  - Conflict Resolution in Teams
  - Leadership and Followership Skills

**Unit IV: Career Development**

- **Self-assessment and Career Planning**
  - Identifying Strengths, Weaknesses, Opportunities, and Threats (SWOT Analysis)
  - Setting Career Goals (Short-term and Long-term)
- **Job Search Strategies**
  - Networking and Building Professional Connections
  - Leveraging Social Media Platforms (LinkedIn, etc.)
  - Job Portals and Online Recruitment
- **Interview Preparation**
  - Types of Interviews and Interview Techniques



## R R COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

- o Common Interview Questions and How to Answer Them
- o Mock Interviews and Feedback

### Unit V: Emerging Trends in Employment

- **Understanding the Job Market**
  - o Trends in Employment: Gig Economy, Remote Work, and Freelancing
  - o Demand for Technological and Digital Skills
- **Future of Work**
  - o Role of Artificial Intelligence and Automation
  - o Importance of Lifelong Learning and Upskilling
- **Entrepreneurship as an Alternative Career**
  - o Intrapreneurship in Organizations
  - o Freelance and Contract Work Opportunities

Date			
1-8-2024 to 24-9-2024	M. Pharm (Ceutics/Cognosy/Cology)	B. Pharm 4 <sup>th</sup> year	Pharma D 6 <sup>th</sup> year (interns)
	Time: 5.30 PM to 6.30 PM	Time: 5.30 PM to 6.30 PM	Time: 5.30 PM to 6.30 PM
	Theory venue: LH-1	Theory venue: LH-8	Theory venue: LH-2
	Facilitator: Dr. Hindustan Abdul Ahad	Facilitator: Dr. Satheesh Kumar	Facilitator: Dr. Vachala

H. Ak

Coordinator

  
PRINCIPAL  
R.R. College of Pharmacy  
Chikkabanavara, Bangalore

II-year M. Pharm

FOR THE MONTH OF

[illegible]



IV year B.Pharm

# REGISTER OF ATTENDANCE & FEES

Name of the Institute: RR College of Pharmacy

FOR THE MONTH OF \_\_\_\_\_ 20\_\_

Section: \_\_\_\_\_ Place: \_\_\_\_\_

Sl. No.	Adm. Section No.	NAMES	Section																															Total days absent	FEES		Date of Dismissal
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		Rs.	P.	
1		Abhishek K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
2		Anees	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				
3		Dolphina Loren Kuchali	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
4		Melbin Benny	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
5		Mohammed Nabeek C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
6		Muhammed Shahid CH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
7		Solman Faris P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
8		Samyith E S	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
9		Abhishek Jayan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
10		Anandha Krishnan M	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
11		Ananthu Santhosh	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
12		Anjay C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
13		Clever Lyngdoh	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
14		Dinshan K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
15		Mohammed Naseem K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
16		Monish G	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
17		Rashin	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
18		Sangeet K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
19		Yadav Rakish Gulabchand	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
20		Bibek Kumar Sah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
21		Ahmed Mashud Choudhury	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
22		Ajay Kumar Yadav	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
23		Himanshu Dehsharma	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
24		Muhammed Anas KP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
25		Muhammed Nihal K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
26		Nabin Khawash	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
27		Rupesh Kumar Sah	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
28		Sanjay Eftehar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
29		Snehasis Basu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
Number persons M																																					
Daily E																																					
Initials M																																					
E																																					



REGISTER OF ATTENDANCE & FEES  
R R College of

Name of the Institute R R College of Pharmacy

FOR THE MONTH OF \_\_\_\_\_ 20\_\_\_\_

[illegible]



REGISTER OF ATTENDANCE & FEES  
P. R. College

Name of the Institute R R College of Pharmacy

FOR THE MONTH OF \_\_\_\_\_ 20\_\_\_\_

Admission No.		NAMES	Section																															Total days present	FEES		
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Rs.	P.		
59		Neliah Kumari G	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
60		Prasool D	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
61		Prasool H.N	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
62		Prakash Annappayya Achari	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
63		Pratik Shee	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
64		Rajash A	P	P	P	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		
65		Rajesh Day	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
66		Rajitha V	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
67		Ravi Ranjan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
68		Ravish C	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
69		Rehan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
70		S.M Aljal	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
71		Sharanya P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
72		Sharu Paji	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
73		Sharug Devan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
74		Shashank R Gauda	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
75		Shravya Day Das	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
76		Sneha Rose Sunil	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
77		Sowmya T J	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
78		Sreelakshmi S	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
79		Swathi H.V	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
80		Sudheep Gauda K	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
81		Sudheep Gauda K.M	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
82		Sundhi Srinivas	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
83		Tonhaz Sobha Hussain	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
84		Usha R	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
85		V Srirangopriya	P	P	P	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
86		Varsha S	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
87		Varun K.H	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			
		Nurdeen presents M Daily E																																			
		Initialed M E	P P																																		

REGISTER OF ATTENDANCE & FEES

Name of the Institute: RR College of Pharmacy

FOR THE MONTH OF \_\_\_\_\_ 20\_\_\_\_

Place



V year Pharm-D

# REGISTER OF ATTENDANCE & FEES

Name of the Institute R R College of Pharmacy

FOR THE MONTH OF \_\_\_\_\_ 20\_\_

Section \_\_\_\_\_ Place \_\_\_\_\_

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	No. of days present	FEES
01		Sabina Kulkarni Sajjan	P	P	P	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
02		Alanki Phau	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
03		Arpita Dey	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
04		G. Shiv An	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
05		Parvathy Thavaran	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
06		Sandeep Upadhy	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
07		Subin Kumar S	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
08		Krishna Yadav	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
09		Amayo Prasanna	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10		Birubhan Rayse	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11		Christina Gnan Chacko	A	A	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12		Dhanya Rji	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13		Ezekiel Ethan Sani Shaking	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14		Femi Sv	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15		Liza Binu	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16		Madisa Tale	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17		Manvi Gulati	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18		Nakshatna R Nath	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19		Nitesh Yada	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20		P Varalakshmi	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21		Kamareena	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22		Saleh Nasir	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23		Shilpi Maity	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24		Winnifera Sonowal	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
25		Sayan Chatterjee	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
26		Lav Kush	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
27		Naresh Mondal	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
28		Soumya Divivedy	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
29		Vijeth	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Number present M  
Daily E

Initials M  
E

*[Handwritten signatures and initials in blue ink]*





## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

### ENTREPRENEURSHIP SKILLS: Quiz

26/09/2024

Darshan K  
VIII sem

1x30=30M

B.Pharm

Answer all of the following

- Which of the following best defines entrepreneurship?
  - ☐ A) The process of investing in stocks and bonds
  - ☒ B) The act of starting and running a new business
  - ☐ C) The process of managing large corporations
  - ☐ D) The art of managing personal finances
- Which characteristic is most associated with an entrepreneur?
  - ☐ A) Risk-averse
  - ☐ B) Fear of failure
  - ☒ C) Innovation and creativity
  - ☐ D) Dependence on established systems
- Which type of entrepreneur focuses on developing entirely new products or services?
  - ☒ A) Innovative Entrepreneur
  - ☐ B) Imitative Entrepreneur
  - ☐ C) Social Entrepreneur
  - ☐ D) Corporate Entrepreneur
- Which of the following is NOT a distinction between an entrepreneur and a manager?
  - ☐ A) Entrepreneurs seek new opportunities, while managers focus on existing systems
  - ☐ B) Entrepreneurs assume higher risks, while managers follow established procedures
  - ☒ C) Entrepreneurs work in established companies, while managers start their own businesses
  - ☐ D) Entrepreneurs focus on innovation, while managers focus on operations
- What is the primary role of the government in the entrepreneurial ecosystem?
  - ☐ A) Provide direct funding to entrepreneurs
  - ☒ B) Set policies that encourage or hinder business creation
  - ☐ C) Operate businesses
  - ☐ D) Hire entrepreneurs to work for the state
- Which of the following is an essential skill for an entrepreneur?
  - ☒ A) Risk-taking
  - ☐ B) Indecision
  - ☐ C) Avoiding failure at all costs
  - ☐ D) Focusing on one product only
- Which of these is an example of a support system for entrepreneurs?
  - ☒ A) Venture capitalists
  - ☐ B) Family members
  - ☐ C) Customers
  - ☐ D) Competitors
- What is the first step in generating a business idea?
  - ☐ A) SWOT analysis
  - ☒ B) Identifying opportunities
  - ☐ C) Writing a business plan
  - ☐ D) Creating a product prototype
- Which of the following is a method used to evaluate the feasibility of a business idea?
  - ☐ A) SWOT analysis
  - ☐ B) Financial forecasting
  - ☐ C) Market research
  - ☒ D) All of the above
- Which of the following is NOT typically a component of a business plan?
  - ☐ A) Market research
  - ☐ B) Business objectives
  - ☒ C) Job application strategies
  - ☐ D) Financial projections



## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

11. What is the primary importance of business planning for startups?
  - ☐ A) To convince investors to fund the business
  - ☒ B) To ensure systematic growth and sustainability
  - ☐ C) To generate immediate profits
  - ☐ D) To recruit employees effectively
12. Which of these is an example of a source of startup capital?
  - ☐ A) Loans from family members
  - ☐ B) Angel investors
  - ☐ C) Crowdfunding platforms
  - ☒ D) All of the above
13. What does "bootstrapping" refer to in a business context?
  - ☒ A) Using personal savings or income to fund the business
  - ☐ B) Seeking angel investors for funding
  - ☐ C) Applying for government grants
  - ☐ D) Using external loans for initial capital
14. Which of the following is a key employability skill?
  - ☒ A) Adaptability
  - ☐ B) Knowledge of specialized software only
  - ☐ C) Complete independence in decision-making
  - ☐ D) Strict adherence to routine
15. Which of the following is an example of non-verbal communication?
  - ☐ A) Speaking clearly in a meeting
  - ☐ B) Writing a report
  - ☒ C) Maintaining eye contact during a presentation
  - ☐ D) Sending a professional email
16. What is the most important aspect of professional email communication?
  - ☐ A) Use of informal language
  - ☒ B) Clarity and brevity
  - ☐ C) Humor and creativity
  - ☐ D) Detailed descriptions of personal opinions
17. What is a key characteristic of effective teamwork?
  - ☐ A) Working independently without consulting others
  - ☒ B) Effective communication and collaboration
  - ☐ C) Ignoring conflicts and disagreements
  - ☐ D) Focusing only on individual tasks
18. What is a common method of resolving conflict in teams?
  - ☐ A) Ignoring the issue until it goes away
  - ☒ B) Open and respectful discussion of the problem
  - ☐ C) Assigning blame to one person
  - ☐ D) Allowing the team leader to make all decisions
19. Which skill is crucial for both leadership and followership?
  - ☒ A) Willingness to compromise and listen
  - ☐ B) Refusal to accept feedback
  - ☐ C) Constantly challenging authority
  - ☐ D) Ignoring group dynamics
20. Which of the following is part of self-assessment for career planning?
  - ☒ A) Identifying your strengths and weaknesses
  - ☐ B) Focusing solely on salary expectations
  - ☐ C) Ignoring long-term goals
  - ☐ D) Only considering job security
21. What is a key feature of effective career goal setting?
  - ☐ A) Goals should be vague and flexible
  - ☒ B) Goals should be measurable and time-bound
  - ☐ C) Goals should focus on financial rewards only
  - ☐ D) Goals should only focus on immediate job acquisition
22. Which strategy is most effective for job search?
  - ☐ A) Applying to all jobs without customization
  - ☒ B) Networking and building professional connections





## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

- ☐ C) Relying solely on job portals
- ☐ D) Avoiding social media platforms
- 23. Which platform is best suited for professional networking?
  - ☐ A) Instagram
  - ☒ B) LinkedIn
  - ☐ C) Facebook
  - ☐ D) Snapchat
- 24. What is the most important part of interview preparation?
  - ☐ A) Memorizing answers to common questions
  - ☐ B) Dressing according to the company's culture
  - ☒ C) Practicing how to answer common interview questions
  - ☐ D) Showing impatience to get the interview over quickly
- 25. Which of the following is a characteristic of the gig economy?
  - ☐ A) Permanent full-time employment contracts
  - ☒ B) Short-term, flexible work assignments
  - ☐ C) Long-term job security
  - ☐ D) Limited use of technology
- 26. Which skill is increasingly in demand in the modern job market?
  - ☒ A) Digital literacy and technological skills
  - ☐ B) Basic manual skills only
  - ☐ C) Specialization in a single area with no cross-functional skills
  - ☐ D) Ignorance of digital tools and platforms
- 27. Which of the following is an example of a trend affecting the future of work?
  - ☐ A) Decline of technology use in workplaces
  - ☒ B) Rise in automation and AI applications
  - ☐ C) Reduced reliance on remote work
  - ☐ D) Less demand for skilled professionals
- 28. What is the importance of lifelong learning in the future of work?
  - ☒ A) To adapt to changing technology and skill requirements
  - ☐ B) To stay in one job for a lifetime
  - ☐ C) To avoid using technology
  - ☐ D) To rely on existing skills without learning new ones
- 29. What does "intrapreneurship" refer to?
  - ☒ A) Entrepreneurship within an organization
  - ☐ B) Freelancing outside of an organization
  - ☐ C) Starting a new business from scratch
  - ☐ D) Managing traditional corporate structures
- 30. Which of the following is a potential benefit of freelancing and contract work?
  - ☐ A) Guaranteed job security and pension plans
  - ☒ B) Freedom to choose projects and work schedules
  - ☐ C) Limited networking opportunities
  - ☐ D) Restrictions on earning potential

29  
30



P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**

Chikkabanaswari, Bengaluru-560090

Affiliated to Rajiv Gandhi University of Health Sciences Bengaluru, and recognised by PCI, accredited to NAAC 'A'

ENTREPRENEURSHIP SKILLS

LEARNER FEEDBACK FORM

Learner Name:		Title of Course / Module / Training Activity		
VARSHA S		ENTREPRENEURSHIP SKILLS		
Q.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.2 How do you intend to apply what you learned?				
Comment: Yes				
Q.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.6 How would you rate the following? (Please tick)				
	Excellent	Good	Fair	Poor
Resources & equipment		<input checked="" type="checkbox"/>		
Approachability of tutor(s)	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments	<input checked="" type="checkbox"/>			
Overall Tutor Support		<input checked="" type="checkbox"/>		
Q.7 Have you any suggested improvements regarding this course / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work Experience	Employment	Other (please specify)
			<input checked="" type="checkbox"/>	
Comment: It was a good course.				





P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**

Chikkabanaswara, Bengaluru-560090

Affiliated to Rajiv Gandhi University of Health Sciences Bangalore, and recognised by PCI, accredited to NAAC 'A'

ENTREPRENEURSHIP SKILLS

LEARNER FEEDBACK FORM

Learner Name:		Title of Course / Module / Training Activity		
Anubalk Shree		Entrepreneurship Skills		
Q.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment				
yes				
Q.2 How do you intend to apply what you learned?				
Comment				
yes				
Q.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment				
yes				
Q.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment				
yes				
Q.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment				
yes				
Q.6 How would you rate the following? (Please tick)				
	Excellent	Good	Fair	Poor
Resources & equipment		<input checked="" type="checkbox"/>		
Approachability of tutors	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments		<input checked="" type="checkbox"/>		
Overall Tutor Support	<input checked="" type="checkbox"/>			
Q.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment				
yes				
Q.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work Experience	Employment	Other (please specify)
			<input checked="" type="checkbox"/>	
Comment				
It was a good course.				

PKM Educational Society

# RR College of Pharmacy

Chikkabanavara, Bangalore-90



## Certificate

**ENTREPRENEURSHIP AND EMPLOYMENT SKILLS**

Issued to

**Mr. Abhishek**

During the academic year 2023-24

H. Ak

Program Coordinator

PRINCIPAL

(Dr. Narayanaswamy. V.B)

PRINCIPAL  
R.R. College of Pharmacy  
Chikkabanavara, Bangalore





## **R R COLLEGE OF PHARMACY**

Chikabanaswara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

**Certificate programme on soft skills: Syllabus: Academic year 2023-24**  
**w. e. f. 1<sup>st</sup> January 2024, (For 4<sup>th</sup> Year Pharma D)**

### **Unit I: Positive Attitude**

- **Introduction to Attitude**
  - Definition and Features of Attitude
  - Formation of Attitudes
  - Psychological Factors Influencing Attitude
- **Changing Attitudes**
  - Methods for Changing Attitudes in a Person
  - The Power and Benefits of Positive Attitude
  - Developing a Positive Attitude
  - Obstacles in Developing Positive Attitude
- **Negative Attitude**
  - Causes and Consequences of Negative Attitude
  - Strategies for Changing Negative Attitude

### **Unit II: Goal Setting**

- **Introduction to Goals**
  - Importance and Definition of Goal Setting
  - Types of Goals
- **Goal Setting Process**
  - What exactly is Goal Setting?
  - Reasons Why People Don't Set Goals
  - How to Choose the Right Goals
  - SMART Goals (Specific, Measurable, Achievable, Relevant, Time-bound)
- **Career Goals**
  - Benefits of Career Goal Setting
  - Tips for Effective Goal Setting

### **Unit III: Communication Skills**

- **Communication Basics**
  - Communication Process
  - Types of Communication (Verbal and Non-verbal)
  - Barriers to Effective Communication
- **Listening Skills**
  - Importance of Active Listening
- **Speech Techniques**
  - Tone of Voice, Voice Clarity, and Verbal Expressiveness
- **Skill Development**
  - Tips to Develop Communication Skills
  - Government Initiatives and Related Job Roles

### **Unit IV: Vocabulary Enrichment**

- **Importance of Vocabulary**
  - Definition and Relevance in Communication
- **Word Formation Techniques**
  - Prefixes and Suffixes
  - Compound Words (Nouns and Adjectives)
- **Vocabulary Elements**
  - Synonyms and Antonyms



## R R COLLEGE OF PHARMACY

Chikkabanavara, Bangalore-560090

Accredited by "NAAC" with Grade "A"

- Homonyms and Homophones
- Idioms and Phrases
- One-word Substitutes
- Confused Words
- **Vocabulary Development**
  - Tips for Enrichment
  - Oral Presentation Techniques
  - Practical Tasks:
    - Self-introduction
    - Object Descriptions
    - Person Descriptions
    - Welcome Speech
    - Vote of Thanks

### Unit V: Resume Writing

- **Introduction to Resumes**
  - Definition and Purpose of a Resume
  - How a Resume Works for You
- **Resume Development**
  - Key Information on Resumes
  - Tips for Resume Writing
- **Advanced Resume Techniques**
  - Online Resumes
  - Guidelines for Submitting Resumes on the Web
  - Computer-Friendly Resume Tips

Date	Details
21-12-2023 to 6-2-2024	Pharma D 4 <sup>th</sup> year
	Time: 5.30 PM to 6.30 PM
	Theory venue: LH-I
	Facilitator: Mr. Mahalingam

Coordinator

PRINCIPAL

R.R. College of Pharmacy  
Chikkabanavara, Bangalore



Name of the Institute R R College of Pharmacy

FOR THE MONTH OF NOVEMBER 2010

2331123311 272727 222222 222222 222222



## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

Soft Skills :: Quiz

9/01/2024

Poojitha S  
IV Pharm

Answer all of the following

1x30=30M

1. Which of the following best defines "attitude"?
  - ☐ A) A skill acquired through training
  - ☐ B) A fixed mindset that cannot be changed
  - ☒ C) A settled way of thinking or feeling about something
  - ☐ D) A personality trait that remains constant
2. Which psychological factor is most likely to influence a person's attitude?
  - ☐ A) Social media usage
  - ☒ B) Family background and personal experiences
  - ☐ C) Eye color
  - ☐ D) Physical fitness level
3. How are attitudes generally formed?
  - ☐ A) Through random thoughts and feelings
  - ☒ B) By exposure to certain situations, experiences, and environments
  - ☐ C) By the strict rules of a society
  - ☐ D) Through external rewards only
4. Which of the following is a method for changing someone's attitude?
  - ☐ A) Ignoring their opinions
  - ☒ B) Positive reinforcement and feedback
  - ☐ C) Constant criticism and punishment
  - ☐ D) Keeping them isolated
5. What is one key benefit of having a positive attitude?
  - ☐ A) Increased chances of failure
  - ☒ B) Greater happiness and improved relationships
  - ☐ C) More opportunities to avoid challenges
  - ☐ D) Less need for personal growth
6. Which of the following is a common obstacle to developing a positive attitude?
  - ☐ A) Over-enthusiasm
  - ☐ B) Fear of failure
  - ☒ C) Lack of creativity
  - ☐ D) Focusing on long-term goals only
7. What are the potential consequences of a negative attitude?
  - ☐ A) Improved relationships and job opportunities
  - ☒ B) Decreased productivity and stress
  - ☐ C) Increased motivation and enthusiasm
  - ☐ D) Greater personal satisfaction
8. Which of the following strategies can help in changing a negative attitude?
  - ☐ A) Emphasizing weaknesses
  - ☒ B) Practicing positive self-talk
  - ☐ C) Isolating oneself from others
  - ☐ D) Constantly blaming external factors
9. Why is goal setting important?
  - ☒ A) It helps to focus efforts and achieve desired results
  - ☐ B) It makes life predictable and routine
  - ☐ C) It reduces the need for time management
  - ☐ D) It eliminates the need for decision-making
10. Which of the following is a type of goal?
  - ☐ A) Financial Goal
  - ☒ B) Emotional Goal
  - ☐ C) Relational Goal
  - ☐ D) All of the above





## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

11. Which of the following is the first step in the goal-setting process?
  - ☐ A) Setting deadlines
  - ☒ B) Identifying specific goals
  - ☐ C) Writing goals down
  - ☐ D) Prioritizing tasks
12. What is one common reason why people fail to set goals?
  - ☐ A) Fear of achieving them
  - ☐ B) Lack of self-discipline
  - ☐ C) Over-commitment to too many goals
  - ☒ D) Lack of clarity or direction
13. Which of the following is NOT a part of SMART goals?
  - ☐ A) Specific
  - ☐ B) Measurable
  - ☒ C) Random
  - ☐ D) Time-bound
14. What does the "R" in SMART goals stand for?
  - ☐ A) Reliable
  - ☐ B) Resilient
  - ☒ C) Relevant
  - ☐ D) Rapid
15. Why is setting career goals important?
  - ☐ A) To follow the path of others
  - ☒ B) To build a clear direction for growth and development
  - ☐ C) To avoid risks and challenges
  - ☐ D) To ensure job security at all times
16. Which of the following is an effective tip for goal setting?
  - ☐ A) Set vague, flexible goals that can be easily changed
  - ☐ B) Make goals too easy to achieve
  - ☒ C) Break goals into smaller, achievable steps
  - ☐ D) Focus only on long-term goals
17. What is the primary goal of the communication process?
  - ☐ A) To confuse the receiver
  - ☒ B) To exchange information effectively
  - ☐ C) To maintain a distance between the sender and receiver
  - ☐ D) To avoid misunderstandings
18. Which of the following is NOT a type of communication?
  - ☐ A) Verbal communication
  - ☐ B) Non-verbal communication
  - ☒ C) Digital communication
  - ☐ D) Physical communication
19. What is a common barrier to effective communication?
  - ☐ A) Clear articulation
  - ☒ B) Emotional distractions and bias
  - ☐ C) Active listening
  - ☐ D) Open body language
20. What is "active listening"?
  - ☐ A) Listening without responding
  - ☐ B) Pretending to listen while thinking about something else
  - ☒ C) Fully focusing, understanding, and responding to the speaker
  - ☐ D) Listening only to what you agree with
21. Which of the following speech techniques can improve communication?
  - ☐ A) Speaking in a monotone voice
  - ☒ B) Using clear and varied tone, voice clarity, and expressiveness
  - ☐ C) Speaking too quickly to finish faster
  - ☐ D) Using complicated language to sound professional
22. Which of the following is a good tip for improving communication skills?
  - ☐ A) Avoid eye contact
  - ☒ B) Be clear and concise in your message



## RR COLLEGE OF PHARMACY

Chikkabanasavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

- ☐ C) Interrupt the speaker to assert your point
  - ☐ D) Ignore the needs of the listener
23. Which of the following is an example of a government initiative related to communication skills?
- ☐ A) Technical workshops on specific career paths
  - ☒ B) Public speaking courses and training programs
  - ☐ C) Skills development programs for athletes
  - ☐ D) Financial investment seminars
24. Why is vocabulary important in communication?
- ☒ A) It helps express thoughts more effectively and precisely
  - ☐ B) It allows you to confuse others
  - ☐ C) It reduces the need for grammar
  - ☐ D) It makes conversations longer
25. Which of the following is a word formation technique?
- ☐ A) Homophones
  - ☒ B) Prefixes and suffixes
  - ☐ C) Idioms and phrases
  - ☐ D) Synonyms and antonyms
26. What is an example of a compound word?
- ☐ A) Happiness
  - ☒ B) Bedroom
  - ☐ C) Quickness
  - ☐ D) Avoidance
27. Which of the following refers to words that have the same meaning but different spellings?
- ☒ A) Homophones
  - ☐ B) Synonyms
  - ☐ C) Idioms
  - ☐ D) One-word substitutes
28. Which of the following is an example of a homophone?
- ☒ A) Bear and bare
  - ☐ B) Up and down
  - ☐ C) Happiness and joy
  - ☐ D) Teacher and student
29. What is a synonym for "happy"?
- ☐ A) Sad
  - ☒ B) Joyful
  - ☐ C) Angry
  - ☐ D) Nervous
30. Which of the following vocabulary elements is used to describe a word that is used in place of a longer phrase?
- ☐ A) Idioms
  - ☒ B) One-word substitutes
  - ☐ C) Homonyms
  - ☐ D) Phrasal verbs

28  
30





P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**  
Chikkabanavara, Bengaluru-560090  
Affiliated to Raj's Gandhi University of Health Sciences Bangalore, and recognised by PCI, accredited to NAAC 'A'

#### SOFT SKILLS

#### LEARNER FEEDBACK FORM

Learner Name: <u>Praganka H</u>		Title of Course / Module / Training Activity: <u>Soft Skills</u>		
0.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.2 How do you intend to apply what you learned?		Comment: <u>Yes</u>		
0.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.6 How would you rate the following? (Please tick)				
Resources & equipment	Excellent	Good	Fair	Poor
Appropriateness of materials	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments		<input checked="" type="checkbox"/>		
Overall tutor support		<input checked="" type="checkbox"/>		
0.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment: <u>Yes</u>				
0.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work experience	Employment	Other (please specify)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Comment: <u>It was a good and formation.</u>				



P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**  
Chikkabanavara, Bengaluru-560090  
Affiliated to Raj's Gandhi University of Health Sciences Bangalore, and recognised by PCI, accredited to NAAC 'A'

#### SOFT SKILLS

#### LEARNER FEEDBACK FORM

Learner Name: <u>Praganka H</u>		Title of Course / Module / Training Activity: <u>Soft Skills</u>		
0.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.2 How do you intend to apply what you learned?		Comment: <u>Yes</u>		
0.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.6 How would you rate the following? (Please tick)				
Resources & equipment	Excellent	Good	Fair	Poor
Appropriateness of materials	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments		<input checked="" type="checkbox"/>		
Overall tutor support		<input checked="" type="checkbox"/>		
0.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment: <u>Yes</u>				
0.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work experience	Employment	Other (please specify)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Comment: <u>It was good and informative</u>				



P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**  
Chikkabanavara, Bengaluru-560090  
Affiliated to Raj's Gandhi University of Health Sciences Bangalore, and recognised by PCI, accredited to NAAC 'A'

#### SOFT SKILLS

#### LEARNER FEEDBACK FORM

Learner Name: <u>MACHURI</u>		Title of Course / Module / Training Activity: <u>Soft Skills</u>		
0.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.2 How do you intend to apply what you learned?		Comment: <u>Yes</u>		
0.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.6 How would you rate the following? (Please tick)				
Resources & equipment	Excellent	Good	Fair	Poor
Appropriateness of materials	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments		<input checked="" type="checkbox"/>		
Overall tutor support		<input checked="" type="checkbox"/>		
0.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment: <u>Yes</u>				
0.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work experience	Employment	Other (please specify)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Comment: <u>It was Good and Informative.</u>				



P.K.M Educational Trust (R)  
**R.R. COLLEGE OF PHARMACY**  
Chikkabanavara, Bengaluru-560090  
Affiliated to Raj's Gandhi University of Health Sciences Bangalore, and recognised by PCI, accredited to NAAC 'A'

#### SOFT SKILLS

#### LEARNER FEEDBACK FORM

Learner Name: <u>Nisha Gurbin</u>		Title of Course / Module / Training Activity: <u>Soft Skills</u>		
0.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.2 How do you intend to apply what you learned?		Comment: <u>Yes</u>		
0.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: <u>Yes</u>				
0.6 How would you rate the following? (Please tick)				
Resources & equipment	Excellent	Good	Fair	Poor
Appropriateness of materials	<input checked="" type="checkbox"/>			
Handouts	<input checked="" type="checkbox"/>			
Exercises/assessments		<input checked="" type="checkbox"/>		
Overall tutor support		<input checked="" type="checkbox"/>		
0.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment: <u>Yes</u>				
0.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Further Training	Work experience	Employment	Other (please specify)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Comment: <u>It was a good and informative.</u>				

PKM Educational Society

RR College of Pharmacy

Chikkabanavara, Bangalore-90

# Certificate


SOFT SKILLS

Issued to

**Mr. Tharun DN**

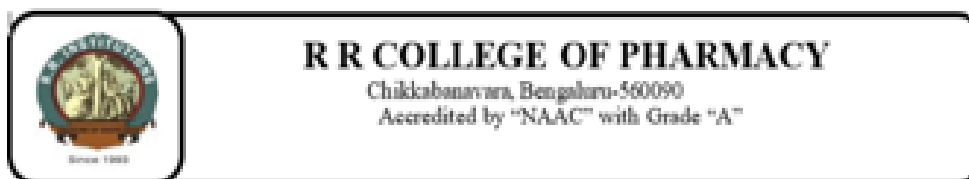
During the academic year 2023-24

H. A. \_\_\_\_\_  
Program Coordinator

  
**PRINCIPAL**  
(Dr. Narayanaswamy V.B.)  
PRINCIPAL  
R.R. College of Pharmacy  
Chikkabanavara, Bangalore







**Syllabus: Computer Skills**  
**Academic Year 2023-24**  
**(For 1st Year B. Pharm, 1st Year Pharma D)**

---

**Unit I: Introduction to Computers**

1. **Basics of Computing**
  - Definition and Characteristics of Computers
  - History and Evolution of Computers
  - Components of a Computer System (Hardware and Software)
2. **Operating Systems**
  - Types of Operating Systems (Windows, macOS, Linux)
  - Features and Functions of Operating Systems
  - File Management Basics: Creating, Renaming, Moving, Deleting Files
3. **Basic Troubleshooting**
  - Common Computer Problems and Solutions

---

**Unit II: Word Processing Skills**

1. **Working with Word Processors**
  - Introduction to Microsoft Word/Google Docs
  - Document Creation, Formatting, and Editing
  - Use of Templates, Styles, and Themes
  - Inserting Tables, Images, and Charts
  - Page Setup, Margins, and Printing Options
2. **Advanced Features in Word Processing**
  - Mail Merge
  - Track Changes and Comments
  - Table of Contents and Indexing

---

**Unit III: Spreadsheet Skills**

1. **Introduction to Spreadsheets**
  - Overview of Microsoft Excel/Google Sheets
  - Workbook and Worksheet Basics
  - Data Entry, Formatting, and Sorting
2. **Formulas and Functions**
  - Basic Mathematical Functions (SUM, AVERAGE, IF, etc.)
  - Logical and Text Functions
  - Creating and Using Charts and Graphs
3. **Advanced Features in Spreadsheets**
  - Pivot Tables
  - Data Validation and Conditional Formatting
  - Macros: Introduction and Basic Use

---

**Unit IV: Presentation Skills**

1. **Creating Presentations**
  - Introduction to Microsoft PowerPoint/Google Slides
  - Slide Design and Layout Options
  - Adding Text, Images, Videos, and Animations
2. **Effective Presentation Techniques**
  - Creating Consistent and Engaging Slides
  - Using Transitions and Animations Wisely
  - Tips for Delivering Presentations



## R R COLLEGE OF PHARMACY

Chikkabanavara, Bangalore-560090

Accredited by "NAAC" with Grade "A"

### 1. Collaboration Features in Presentations

- Sharing and Collaborating on Presentations Online

### Unit V: Internet and Online Tools

#### 1. Introduction to the Internet

- Basics of Browsing and Search Engines
- Email Communication: Composing, Sending, and Managing Emails
- Understanding Cloud Storage (Google Drive, OneDrive)

#### 2. Cybersecurity

- Importance of Data Privacy
- Safe Online Practices (Passwords, Phishing Awareness)
- Antivirus and Firewall Basics

#### 3. Online Collaboration Tools

- Introduction to Google Workspace and Microsoft Teams
- Virtual Meeting Tools (Zoom, Google Meet)
- Managing Projects Online (Trello, Asana, etc.)

Date		
21-10-2023 to 30-11-2023	B. Pharm 1 <sup>st</sup> year	Pharma D 1 <sup>st</sup> year
	Time: 5.30 PM to 6.30 PM	Time: 5.30 PM to 6.30 PM
	Theory venue: LH-1	Theory venue: LH-2
	Facilitator: Mrs. Sujatha M	Facilitator: Dr. Deepa Rani

  
Coordinator

  
PRINCIPAL  
R.R. College of Pharmacy  
Chikkabanavara, Bangalore

Section 1-8 (1) 3 Place .....No. of Working days

Average Attendance during the month

No. on Roll during month.



### REGISTER OF ATTENDANCE & FEES

Name of the Institute: R R College of Pharmacy

[illegible]

No. on roll at the beginning of month

Admitted during the month

Left No. on Roll at end of month

FOR THE MONTH OF ..... 20

Section ..... Place

[illegible]

No. on Roll during month.



1<sup>st</sup> Pharm D

# REGISTER OF ATTENDANCE & FEES

Name of the Institute R R College of Pharmacy

Chandras

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12
			21/10	22/10	23/10	24/10	25/10	26/10	27/10	28/10	29/10	30/10	31/10	1/11
1		Alza	P	P	P	A	A	A	P	P	P	P	P	P
2		Angita Das	P	P	P	P	P	P	P	P	P	P	P	P
3		Bijn Biju	P	P	P	P	P	P	P	P	P	P	P	P
4		Bristi Roy	A	A	A	P	P	P	P	P	P	P	P	P
5		Chinmayi Hnl	P	P	P	P	P	P	P	P	P	P	P	P
6		G Sai Shreyja	P	P	P	P	P	P	P	P	P	P	P	P
7		Geethaprakash M R	P	P	P	P	P	P	P	P	P	P	P	P
8		Geo. Shibu Ashish	P	P	P	P	P	P	P	P	P	P	P	P
9		Hafsa Shihab	P	P	P	P	P	P	P	P	P	P	P	P
10		Jasmine Khan	P	P	P	P	P	P	P	P	P	P	P	P
11		Kasishka Mohan Raj	P	P	P	P	P	P	P	P	P	P	P	P
12		Kmenhunshe Khamwaniang	P	P	P	P	P	P	P	P	P	P	P	P
13		Mamatha R	P	P	P	P	P	P	P	P	P	P	P	P
14		Pranav T S	P	P	P	P	P	P	P	P	P	P	P	P
15		Premana Priyadarshini	P	P	P	P	P	P	P	P	P	P	P	P
16		Punya Lakshmi P	A	A	A	P	P	P	P	P	P	P	P	P
17		Punyaalakshmi Babu	P	P	P	P	P	P	P	P	P	P	P	P
18		Rakhiba Akter	P	P	P	P	P	P	P	P	P	P	P	P
19		Rishikesh	P	P	P	P	P	P	P	P	P	P	P	P
20		Sachin H	P	P	P	P	P	P	P	P	P	P	P	P
21		Sapna Kumari	P	P	P	P	P	P	P	P	P	P	P	P
22		Shankharil Das Gupta	P	P	P	P	P	P	P	P	P	P	P	P
23		Sneha R	P	P	P	P	P	P	P	P	P	P	P	P
24		Soumik Senapati	P	P	P	P	P	P	P	P	P	P	P	P
25		Spoorthi M	P	P	P	A	A	A	P	P	P	P	P	P
26		Umathi SM	P	P	P	P	P	P	P	P	P	P	P	P
27		Vaishnavi H B	P	P	P	P	P	P	P	P	P	P	P	P
28		Vasun V Gaddankoni	P	P	P	P	P	P	A	A	A	P	P	P

Number present M  
Daily E

Initials M  
E

No. on roll at the beginning of month.

Admitted during the month

Left No. on Roll at end of month



## Section..... Place.....

No. of Working days	Average Attendance during the month	No. on Roll during month
---------------------	-------------------------------------	--------------------------

REGISTER OF ATTENDANCE & FEES

Name of the Institute. R R College, P. D.

Name of the Institute R R College of Pharmacy

[illegible]



FOR THE MONTH OF \_\_\_\_\_ 20\_\_

Section..... Place.....

No. of days present																															FEES		Date of payment
No. of days present																															Rs.	P.	
14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31																
14/11	15/11	16/11	17/11	18/11	19/11	20/11	21/11	22/11	23/11	24/11	25/11	26/11	27/11	28/11	29/11	30/11																	
P	P	P	P	P	P	P	P	P	P	A	P	P	A	P	P	P																	
P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P																	
P	P	P	P	P	P	A	A	P	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	
P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P																	

Average Attendance during the month

No. on Roll during month



REGISTER OF ATTENDANCE & FEES  
Name of the Institute... R. P. College of P.

Chandras 20

Name of the Institute. R P College of Pharmacy

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11
		Dhanushree .L	P	P	P	P	P	P	P	P	P	P	P
		Dhanya S Pai	P	P	P	P	P	P	P	P	P	P	P
		Esam Ahmed Jaful Abdalla	P	P	P	P	P	P	P	P	P	P	P
		Nithin kumar BV	A	A	A	P	P	P	P	P	P	P	P
		Nakam Yama	P	P	P	P	P	P	P	P	P	P	P
		Naman Tamang	P	P	P	A	A	P	P	P	P	P	P
		Pritha Mondal	P	P	P	P	P	P	P	P	P	P	P
		Rakshittha A.C	P	P	P	P	P	P	P	P	P	P	P
		Rahul Mondal	P	P	P	P	P	P	P	P	P	P	P
		Sandhya .M	P	P	P	P	P	P	P	P	P	P	P
		Sanjay. R	P	P	P	P	P	P	P	P	P	P	P
		Shree Bastab Mandal	P	P	P	P	P	P	P	P	P	P	P
		Shree Rakshittha K.R	P	P	P	P	P	P	P	P	P	P	P
		Shruti R.	A	A	A	P	P	P	P	P	P	P	P
		Sneha .T.K	P	P	P	P	P	P	P	P	P	P	P
		Sowmya G.	P	P	P	P	P	P	P	P	P	P	P
		Sudhir Vishwakarma	P	P	P	P	P	P	P	P	P	P	P
		Sujal Mishra	P	P	P	P	P	P	P	P	P	P	P
		Sujan C	P	P	P	P	P	P	P	P	P	P	P
		Sujay Sarkar	P	P	P	A	A	P	P	P	P	P	P
		Sumah Kumar Kanu	P	P	P	P	P	P	P	P	P	P	P
		Surjya Debnath	P	P	P	P	P	P	P	P	P	P	P
		Tai Medak	P	P	P	P	P	P	P	P	P	P	P
		Tushar Halder	P	P	P	P	P	P	P	P	P	P	P
		Uday .N	A	A	A	P	P	P	P	P	P	P	P
		Vaishnavi kumari	P	P	P	P	P	P	P	P	P	P	P
		Varsha .J.P	P	P	P	P	P	P	P	P	P	P	P
		Varsha kumar	P	P	P	P	P	P	P	P	P	P	P

Number present: M

Daily E

Initials M

E

No. on roll at the beginning of month.



Section..... Place.....

No. of Working days      Average Attendance during the month      No. on Roll during month.



# REGISTER OF ATTENDANCE & FEES

Name of the Institute R R College of Pharmacy

Chandrab

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12
			21/10	22/10	23/10	24/10	25/10	26/10	27/10	28/10	29/10	30/10	31/10	
27		Mohamed Yaseen N	A	A	A	P	P	P	P	P	P	P	P	P
28		Mukaram Rahi	P	P	P	P	P	P	P	P	P	P	P	P
29		Bhanupriya A.S	P	P	P	P	P	P	P	P	P	P	P	P
30		Bhavya Shree R	P	P	P	P	P	P	P	P	P	P	P	P
31		Deepa Lakshmi P	P	P	P	P	P	P	P	P	P	P	P	P
32		Hemanth R	P	P	P	P	P	P	P	P	P	P	P	P
33		Laranya H.A	P	P	P	P	P	P	P	P	P	P	P	P
34		Megha	P	P	P	P	P	P	P	P	P	P	P	P
35		Nageshwar Motikar	P	P	P	P	P	P	P	P	P	P	P	P
36		Navyashree S	P	P	P	P	P	P	P	P	P	P	P	P
37		Noor saheba	P	P	P	P	P	P	P	P	P	P	P	P
38		Payal Maji P	P	P	P	P	P	P	P	P	P	P	P	P
39		Prajwal Gowda D.R	A	A	A	P	P	P	P	P	P	P	P	P
40		Beksha A.R	P	P	P	P	P	P	P	P	P	P	P	P
41		Priyanshu Kumar Singh	P	P	P	P	P	P	P	P	P	P	P	P
42		Priyanka Nath	P	P	P	P	P	P	P	P	P	P	P	P
43		Punam Nath	P	P	P	P	P	P	P	P	P	P	P	P
44		Rabat Sandi	P	P	P	P	P	P	P	P	P	P	P	P
45		Rahul Deb	P	P	P	P	P	P	P	P	P	P	P	P
46		Rahul Jain	P	P	P	P	P	P	P	P	P	P	P	P
47		Rahul Kumar	P	P	P	P	P	P	P	P	P	P	P	P
48		Rang Gowda R	P	P	P	P	P	P	P	P	P	P	P	P
49		Chandan Kumar R	P	P	P	P	P	P	P	P	P	P	P	P
50		Ritusmitra Banik	P	P	P	P	P	P	P	P	P	P	P	P
51		Reallity Thabab	P	P	P	P	P	P	P	P	P	P	P	P
52		Safdur Rahman	A	A	A	P	P	P	P	P	P	P	P	P
53		Riman Nath	P	P	P	P	P	P	P	P	P	P	P	P
54		Safareena P	P	P	P	P	P	P	P	P	P	P	P	P

Number present M  
Daily E

Initials M  
E

No. on roll at the beginning of month.

Admitted during the month

Left No. on Roll at end of month



FOR THE MONTH OF

Section.

[illegible]

Average Attendance during the month

No. on Roll during month.



1<sup>st</sup> B. Pharm

## REGISTER OF ATTENDANCE & FEES

Chandras

Name of the Institute R.R. College of Pharmacy

Sl. No.	Admission No.	NAMES	1	2	3	4	5	6	7	8	9	10	11	12
			21/10	22/10	23/10	24/10	25/10	26/10	27/10	28/10	29/10	30/10	31/10	1/11
1.		Abhi Dey	P	P	P	P	P	P	P	P	P	P	P	P
2.		Abhijit Nath	P	P	P	P	P	P	P	P	P	P	P	P
3.		Aditya Mahanta	P	P	P	P	P	P	P	P	P	P	P	P
4.		Ann Maria James	P	P	P	P	P	P	P	P	P	P	P	P
5.		Ansh Kumar	P	P	P	P	P	P	P	P	P	P	P	P
6.		Anusha. M	P	P	P	P	P	P	P	P	P	P	P	P
7.		Arindam Bhattacharjee	P	P	P	P	P	P	P	P	P	P	P	P
8.		Beula Bijumon	P	P	P	P	P	P	P	P	P	P	P	P
9.		Debashisha law	P	P	P	P	P	P	P	P	P	P	P	P
10.		Devananda. N	A	A	A	P	P	P	P	P	P	P	P	P
11.		Dileep. S	P	P	P	P	P	P	P	P	P	P	P	P
12.		Ebenezer Alex	A	A	A	P	P	P	P	P	P	P	P	P
13.		Ganavi. G	P	P	P	P	P	P	P	P	P	P	P	P
14.		Genial Biam	P	P	P	P	P	P	P	P	P	P	P	P
15.		Harsha. J	P	P	P	P	P	P	P	P	P	P	P	P
16.		Harsha. S	P	P	P	P	P	P	P	P	P	P	P	P
17.		Hirdesh Lontya	P	P	P	P	P	P	P	P	P	P	P	P
18.		Ibadamonsheha Nongsieij	P	P	P	P	P	P	P	P	P	P	P	P
19.		Joel P Jijil	P	P	P	P	P	P	P	P	P	P	P	P
20.		K.V Hazi Prasad	P	P	P	P	P	P	P	P	P	P	P	P
21.		Kavana. B.	A	A	A	P	P	P	P	P	P	P	P	P
22.		Kavana. M.N	P	P	P	P	P	P	P	P	P	P	P	P
23.		Krishan Sihna	P	P	P	P	P	P	P	P	P	P	P	P
24.		Krishna.	P	P	P	P	P	P	P	P	P	P	P	P
25.		Lavinia Myrithong	P	P	P	P	P	P	P	P	P	P	P	P
26.		Manahun Lamare	P	P	P	P	P	P	P	P	P	P	P	P
27.		Manoj. H	P	P	P	P	P	P	P	P	P	P	P	P
28.		Meiraba Sougrakpam.	P	P	P	P	P	P	P	P	P	P	P	P
Number present M														
Daily E														
Initials M														
E														

No. on roll at the beginning of month.

Admitted during the month

Left No. on Roll at end of month



## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

Computer Skills :: Quiz

2/12/2023

1x30=30M

Abhi Day  
R. B. Pharm

Answer all of the following

1. Which of the following is NOT a characteristic of a computer?
  - ☐ A) Speed
  - ☐ B) Accuracy
  - ☒ C) Creativity
  - ☐ D) Storage
2. Which of the following is the earliest computing device?
  - ☐ A) Vacuum tube computers
  - ☒ B) The abacus
  - ☐ C) Microprocessor-based computers
  - ☐ D) Punch card machines
3. Which of the following is an example of a hardware component of a computer system?
  - ☐ A) Operating System
  - ☒ B) CPU
  - ☐ C) Antivirus software
  - ☐ D) Word processor
4. Which of the following is NOT a function of an operating system?
  - ☐ A) Memory management
  - ☐ B) File management
  - ☒ C) Internet browsing
  - ☐ D) Device control
5. Which of the following is an example of a Linux-based operating system?
  - ☐ A) Windows 10
  - ☐ B) macOS
  - ☒ C) Ubuntu
  - ☐ D) Android
6. What is the purpose of file management in an operating system?
  - ☐ A) To manage the software programs
  - ☐ B) To manage the hardware components
  - ☒ C) To organize and store files in directories
  - ☐ D) To manage network connections
7. Which of the following is a common solution for a computer that is running very slowly?
  - ☒ A) Uninstall unused programs
  - ☐ B) Reinstall the operating system
  - ☐ C) Disconnect from the internet
  - ☐ D) Disable antivirus software
8. Which of the following is a common word processor?
  - ☐ A) Excel
  - ☐ B) PowerPoint
  - ☒ C) Word
  - ☐ D) Notepad
9. Which of the following is the correct way to insert a table in Microsoft Word?
  - ☒ A) Insert → Table
  - ☐ B) View → Table
  - ☐ C) Home → Table
  - ☐ D) Tools → Table
10. What is the purpose of using templates in a word processor?
  - ☐ A) To create a standard format for documents
  - ☐ B) To create random documents
  - ☒ C) To save space on the hard drive
  - ☐ D) To encrypt documents
11. Which feature in Microsoft Word allows you to track changes made to a document?
  - ☐ A) Mail Merge
  - ☒ B) Track Changes
  - ☐ C) Spelling and Grammar Check





## RR COLLEGE OF PHARMACY

Chikkabanasavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

- ☐ D) AutoCorrect
12. What is the function of "Page Layout" in Microsoft Word?
- ☐ A) To change the font style
  - ☒ B) To format the margins, page size, and orientation
  - ☐ C) To insert charts and graphs
  - ☐ D) To add footnotes and endnotes
13. What is Mail Merge used for in a word processor?
- ☒ A) To automate the creation of personalized letters or labels
  - ☐ B) To protect the document with a password
  - ☐ C) To change the layout of the document
  - ☐ D) To translate the document into different languages
14. What is the purpose of the "Track Changes" feature in a word processor?
- ☒ A) To keep a record of revisions made to the document
  - ☐ B) To automate document formatting
  - ☐ C) To prevent unauthorized access to the document
  - ☐ D) To save the document in different formats
15. Which of the following is a spreadsheet software?
- ☐ A) PowerPoint
  - ☐ B) Word
  - ☒ C) Excel
  - ☐ D) Notepad
16. What is the purpose of a "Workbook" in Microsoft Excel?
- ☐ A) To create a chart
  - ☒ B) To contain one or more worksheets
  - ☐ C) To enter data into cells
  - ☐ D) To store images
17. Which function is used to calculate the total of a range of numbers in Excel?
- ☒ A) SUM
  - ☐ B) AVERAGE
  - ☐ C) IF
  - ☐ D) COUNT
18. What is the main use of "Pivot Tables" in Excel?
- ☐ A) To automate formatting
  - ☒ B) To summarize and analyze data
  - ☐ C) To create charts
  - ☐ D) To protect a worksheet
19. Which of the following functions is used for conditional formatting in Excel?
- ☐ A) COUNTIF
  - ☐ B) SUMIF
  - ☒ C) IF
  - ☐ D) VLOOKUP
20. What does a "Macro" do in Excel?
- ☐ A) It stores data in a database
  - ☒ B) It automates repetitive tasks
  - ☐ C) It formats the text
  - ☐ D) It generates random numbers
21. Which of the following is NOT a logical function in Excel?
- ☐ A) AND
  - ☐ B) OR
  - ☐ C) NOT
  - ☒ D) SUM
22. Which software is commonly used for creating presentations?
- ☐ A) Microsoft Word
  - ☐ B) Microsoft Excel
  - ☒ C) Microsoft PowerPoint
  - ☐ D) Microsoft Access
23. What is the function of a slide layout in Microsoft PowerPoint?
- ☐ A) To insert text



## RR COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

- ☐ B) To design the appearance of the entire presentation
  - ☒ C) To determine the arrangement of content on a slide
  - ☐ D) To format the text
24. Which of the following is used to add movement to a presentation slide?
- ☐ A) Transition
  - ☐ B) Animation
  - ☒ C) Slide Layout
  - ☐ D) Image
25. What is the purpose of adding "Notes" in PowerPoint presentations?
- ☒ A) To add additional comments or speaker cues
  - ☐ B) To create hyperlinks
  - ☐ C) To change the font style
  - ☐ D) To insert multimedia files
26. Which of the following is a feature of Microsoft PowerPoint for collaboration?
- ☐ A) Email
  - ☒ B) Shared Access
  - ☐ C) Add-ins
  - ☐ D) Slide Layouts
27. What is a good practice for delivering an effective presentation?
- ☐ A) Read directly from the slides
  - ☐ B) Keep the slides cluttered with information
  - ☒ C) Maintain eye contact and engage with the audience
  - ☐ D) Speak as fast as possible to cover all material
28. Which of the following is used to browse the internet?
- ☐ A) Microsoft Word
  - ☒ B) Google Chrome
  - ☐ C) Microsoft Excel
  - ☐ D) PowerPoint
29. What does "cloud storage" refer to?
- ☐ A) Storing files on your computer's hard drive
  - ☒ B) Storing files on a remote server accessible via the internet
  - ☐ C) Storing files on a USB flash drive
  - ☐ D) Storing files in email attachments
30. Which of the following is an example of an online collaboration tool?
- ☐ A) Microsoft Word
  - ☒ B) Microsoft Teams
  - ☐ C) Microsoft Excel
  - ☐ D) Adobe Photoshop

28

30





## R R COLLEGE OF PHARMACY

Chikkabanavara, Bengaluru-560090

Accredited by "NAAC" with Grade "A"

### LEARNER FEEDBACK FORM

Learner Name:		Title of Course / Module / Training Activity		
Girish Bann		Computer Skill		
Q.1 Did the training meet your learning objectives?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.2 How do you intend to apply what you learned?				
Comment: Yes				
Q.3 Was the programme / module delivered clearly?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.4 Was the aim of the programme / module explained?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.5 Was the training room suitable to the training programme / module?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Comment: Yes				
Q.6 How would you rate the following? (Please tick)				
Resources & equipment	Excellent <input checked="" type="checkbox"/>	Good <input type="checkbox"/>	Fair <input type="checkbox"/>	Poor <input type="checkbox"/>
Approachability of tutor(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Handouts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exercises/assessments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall tutor support	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Q.7 Have you any suggested improvements regarding this course / module?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Comment: Yes				
Q.8 Course / Module Outcomes (please tick as appropriate)				
Certification	Future training	Work Experience	Employment	Other (please specify)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comment: It was an informative course.				

*PKM Educational Society*

# **RR College of Pharmacy**

*Chikkabanavara, Bangalore-90*

## **Certificate** **COMPUTER SKILLS** *Issued to*

**Mr. Benadic**

*During the academic year 2023-24*

*H. Ak*  
\_\_\_\_\_  
*Program Coordinator*

*Dr. Narayanaswamy V.B.*  
\_\_\_\_\_  
**PRINCIPAL**  
(Dr. Narayanaswamy, V.B.)  
PRINCIPAL  
R.R. College of Pharmacy  
Chikkabanavara, Bangalore







# NPTEL Online Certification

(Funded by the MoE, Govt. of India)



This certificate is awarded to

**VISHAL CS**

for successfully completing the course

## Health Research Fundamentals

(NIE-ICMR e-Certificate course: NleCer 101)

with a score of **56** %

Online Assignments	15.17/25	Proctored Exam	40.91/75
--------------------	----------	----------------	----------

Total number of candidates certified in this course: **630**

**Dr. Manoj Murhekar**  
Scientist 'G' & Director

ICMR-National Institute of Epidemiology, Chennai

**Dr. Rajiv Bahl**  
Secretary to Government of India,  
Department of Health Research and Director General,  
Indian Council of Medical Research, New Delhi

**Prof. Andrew Thangaraj**  
NPTEL, Coordinator  
IIT Madras



**icmr**  
INDIAN COUNCIL OF  
MEDICAL RESEARCH

**NIE**  
NATIONAL INSTITUTE OF  
EPIDEMIOLOGY

**Jul-Sep 2023**  
(8 week course)



Roll No: NPTEL23HS93S44640953

To verify the certificate



No. of credits recommended: 2 or 3