



Shree Sharana Nuliya Chandayya Dr.B.R. Ambedkar Smarak Arts and
Commerce College, Hubballi-580020

IQAC Initiative
One Day Online State Level
Workshop on "Office Management"

Date : 30.12.2020

Time: 11.00am



Prof. V.V. Ghorpade
Hd. Joint Director
Collegiate Education, Dharwad



Shri. G.K. Gokak
Secretary
A.K.K Education Trust, SSNU Dr.
B.R. Ambedkar College, Hubballi

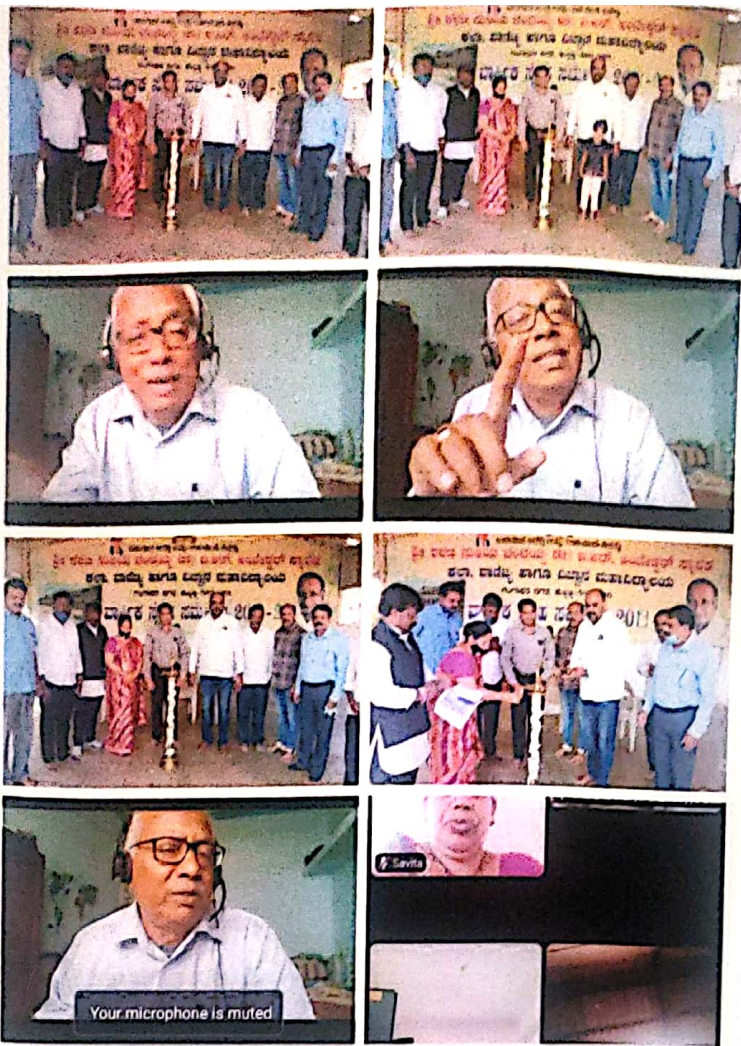
K. Kotresh
P.S.Chapparmani
Organizing Secretary

V.B.Veeragonda
NAAC Co-ordinator

Dr.Savita Kotabagi M.D.Mattlmani
IQAC Co-ordinator Principal

Convener , S.N. Malipatil, H.Y.Bhajantri, M.P.Mulagund, J.S.Kariyankannavar

ALL ARE CORDIALLY INVITED



PROF V.V. GHORPADE — RESOURCE PERSON
Rtd JD, Collegiate Education. Dwd.

REPORT :

An Online One-Day State Level Webinar cum workshop was conducted on 30/12/2020 at 11:00 am.

Prof V. V. Ghorpade; Rtd Joint Director; Collegiate Education Dhaswad was the resource person who spoke on Office-Management details. He guided the participants (office bearers) of the workshop about KCSR, Administration procedures, Documentation and the overall management process related to office system.

Shri G.K. Gokak, Secretary of our College inaugurated the function. Shri M.D. Matkarni welcomed all the guests and the Conveners of the institute thanked everyone for their support.

E-Certificate



Shree Sharana Nuliya Chandayya Dr. B. R. Ambedkar Smarak
Arts and Commerce College, Hubballi - 580020

IQAC INITIATIVES
One day State Level Workshop on
"Office management"

This is to Certify that Mr./Mrs./Dr. Dr. Sathish K. Itagi

Department of Journalism, RCU, Belagavi has successfully participated in IQAC Initiative One Day State Level Workshop on "Office Management" Organised by Shree Sharan Nuliya Chandayya Dr. B R Ambedkar Smarak Arts and Commerce College, Hubballi-580020 Conducted on 30th december 2020.

Shri. Kotresh
Organising Secretary

Dr. Savita g. Kotabagi
IQAC Coordinator

Shri. M. D. Mattimani
Principal