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Department of Sanskrit

Date-19/06/2023

To,
The Principal,
Tuljaram Chaturchand College, Baramati.

Subject: Request for Permission to Conduct "Enhancement of Communication Skills" program

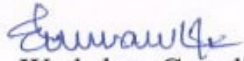
Respected Sir,

I am writing to formally request your permission to conduct "Enhancement of Communication Skills" program in collaboration with Chandukaka Sons and Pvt. Ltd on 24 th June 2023. This programme will include the session to all employees of Chandukaka Sons and Pvt. Ltd. to focus on various aspects of communication, including verbal and non-verbal skills, effective listening, and interpersonal communication.

I would be grateful for your favourable consideration of this request.

Thank you for your attention and support. I look forward to your positive response.

Thanking You

Sincerely,

Workshop Coordinator, Head
Mr. Pranit Wabale



Report on the Program: Enhancement of Communication Skills

Organized by:	Tuljaram Chaturchand College of Arts, Science, and Commerce, Department of Sanskrit
In Collaboration with:	Chandukaka Sons and Pvt. Ltd.
Event Name:	Enhancement of Communication Skills
Date:	24 th June 2023
Beneficiary:	All Employees of Chandukaka Sons and Pvt. Ltd.
Expert Speaker:	Mr. Pranit Wabale, Head, Department of Sanskrit, Tuljaram Chaturchand College of Arts, Science, and Commerce

Overview of the Event

The *Enhancement of Communication Skills* program, conducted on 24th June 2023, aimed to provide Chandukaka Son's Pvt. Ltd. employees with valuable insights into improving their communication abilities. The session was designed to focus on various aspects of communication, including verbal and non-verbal skills, effective listening, and interpersonal communication. The event was organized by the Department of Sanskrit at Tuljaram Chaturchand College in collaboration with Chandukaka Sons and Pvt. Ltd.

Mr. Pranit Wabale, an expert in communication, led the session. As the Head of the Department of Sanskrit, he brought a wealth of knowledge on language and communication dynamics, presenting practical tools for enhancing communication in the workplace. The event was aimed at improving employees' ability to express themselves confidently and effectively in both professional and personal settings.

Involvement and Influence

The program saw enthusiastic participation from all employees of Chandukaka Sons and Pvt. Ltd. With a wide range of attendees, from junior staff to senior management, the session was tailored to meet the diverse communication needs of participants. Mr. Wabale's interactive approach, involving practical exercises and discussions, allowed the employees to understand and apply key communication techniques immediately.

The impact was significant, as employees reported feeling more confident in their ability to communicate effectively, both in group settings and one-on-one interactions. The session fostered a greater awareness of the importance of communication in professional relationships, thereby helping the company improve its internal communication and teamwork.

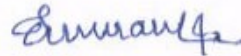


Conclusions

1. **Improved Communication Skills:** Employees gained practical knowledge of enhancing their verbal and non-verbal communication skills.
2. **Enhanced Confidence:** Participants felt more confident in expressing their ideas and thoughts in meetings and presentations.
3. **Better Interpersonal Interactions:** The program helped employees develop stronger interpersonal relationships and improved team collaboration.
4. **Increased Listening Skills:** Focus was placed on the importance of active listening, resulting in better understanding and more effective communication in the workplace.
5. **Positive Feedback:** Employees expressed satisfaction with the content of the program, noting its relevance and applicability to their daily work life.

The Department of Sanskrit at Tuljaram Chaturchand College extends heartfelt thanks to Chandukaka Sons and Pvt. Ltd. for their collaboration and support in organizing this program. Special thanks are also due to Mr. Pranit Wabale for his expert guidance and engaging approach, which made the session both informative and enjoyable. We also appreciate all the employees who participated and contributed to the program's success.

The *Enhancement of Communication Skills* program successfully met its objective of improving communication within the workplace. By providing practical skills for better interaction, active listening, and more confident self-expression, the program has equipped employees of Chandukaka Sons and Pvt. Ltd. with the tools necessary to foster a more effective and collaborative work environment. Such initiatives are vital in enhancing organizational efficiency and creating a positive, communicative workplace culture.



Prof. Pranit Wabale,

Head Sanskrit Department,

Tuljaram Chaturchand College, Baramati.



Enhancement of communication skills.

Date: 24/06/23

ATTENDANCE

Sr.No.	Name of participants	Signature
1	Supriya Pawar	<u>Pawar</u>
2	Manisha Jagtap	<u>Jagtap</u>
3	Chetan Bagul	<u>Bagul</u>
4	Sneapnil Sorate	<u>S. Sorate</u>
5.	Kisan Pachya Vasave	<u>Vasave Kisan</u>
6.	Saiprasad Sorate	<u>Sorate S.</u>
7.	Subhas Kalle Deshmukh	<u>Deshmukh S.</u>
8	Sainand Sorte	<u>S. Sorte</u>
9	Snehal Sorte	<u>S. Sorte</u>
10	Omkar Dod	<u>Dod Omkar</u>
11	Mayuri Somawane	<u>Somawane M.</u>
12	Muhesh Konde	<u>Konde M.</u>
13	Shilpa Khumbhar	<u>Khumbhar S.</u>
14	Babasaheb Patil	<u>Patil B.</u>
15	Shanta Balgude	<u>Balgude S.</u>
16	Madhusudan Magar	<u>Magar M.</u>
17	Mininoli Chauhan	<u>Chauhan Mininoli</u>
18	Atul Jain	<u>Jain A.</u>
19	Rashmita A.	<u>Rashmita A.</u>



Date :

ATTENDANCE

Sr.No.	Name of participants	Signature
20	Subhash Chandra Pareek	Pareek
21	Ketki Holkar	Holkar
22	Poonam Dangekar	Dangekar
23	Madhusudan Magar	Magar
24	Mrunali Chauhan	Mrunal
25	Adul Jam	Jam
26	Rashmita A	Rashmita
27	Dipati Shinde	Shinde
28	Chaitanya Shine	Chaitanya
29	Pranav Choudhary	Choudhary
30	Somnath Somnath Patil	S.S. Patil
31	Suraj Lambate	Lambate
32	Ajinkya Sali	Ajinkya S.
33	Rohan Ganwale	Ganwale R.
34	Subas Kate	Kate Subas
35	Shanta Balgude	Balgude S.
36	Suelin Shashikant Patdar	Patdar S.
37	Swapnil Sanclip Balgude	Balgude S.
38	Megha Choudhary	Choudhary



Principal
Tuljaram Chaturchand College
Baramati



Prof. Dr. Avinash S. Jagtap
M.Sc. Ph.D.
PRINCIPAL

॥ सिद्धिरनेकान्तात् ॥

Anekant Education Society's

TULJARAM CHATURCHAND COLLEGE

of Arts, Science and Commerce, Baramati - 413102.

Dist. Pune. Maharashtra, India.

Empowered Autonomous Status

E-mail : principal.tccollege@gmail.com

Religious Minority Institute

NAAC Reaccredited 'A+' Grade, CGPA 3.55

NAAC-SSR

Cycle IV

2019 - 2024

Enhancement of communication skills session at Chandukaka saraf and sons pvt.ltd.for their employees and managers



Enhancement of communication skills session at Chandukaka saraf and sons pvt.ltd.for their employees and managers date 24/06/2023



Enhancement of communication skills session at Chandukaka saraf and sons pvt.ltd.for their employees and managers date 24/06/2023