

### Anekant Education Society's

# TuljaramChaturchand College of Arts, Science & Commerce, Baramati Retail Management Department

### **Workshop Expenses Details**

Name of Workshop : Workshop on Advance Excel for Retail

Date

: 4<sup>th</sup> February 2023

Sr. No.	Name	Bank Details		Amount
1.	Mr. Sugriv Taware (Expert Lecturer)	Branch Name -Baran	1600006382	3,000/-
2.	Mrs. A. N. Kadam (Co-ordinator)	Branch Name -Baran	0091382884	5,00/-
		Total Amount		3,500/-

### **Anekant Education Society's**



# Tuljaram Chaturchand College of Arts, Science & Commerce, Baramati Department of B.Voc Retail Management

#### "Report on Advance Excel for Retail"

On February 04<sup>th</sup>, 2023, a seminar on Microsoft Excel was conducted at the B.Voc Seminar Hall No 39 in B.Voc Building. The seminar aimed to enhance the participants' knowledge of Excel and teach them advanced features to optimize their productivity in their respective professions. The workshop started with felicitation of the guest Mr. Sugriv Taware Sir by Mahesh Phule Sir.

Mahesh Phule Sir delivered the concept note of the workshop highlighting the aim and objective of the programme & summarized the idea of whole seminar.

#### Seminar Content:

The seminar started with an introduction to Microsoft Excel and its importance in various fields. The instructor provided an overview of the essential Excel features, including formulas, functions, formatting, and charts.

The seminar then focused on the advanced features of Excel, including data analysis tools, PivotTables, and Power Query. The instructor explained how to use these features to manipulate and analyze large datasets quickly and accurately.

The seminar also covered the topic of macros, which are a set of instructions that automate repetitive tasks in Excel. The participants learned how to record and execute macros to save time and increase productivity.

In addition to the above, the instructor demonstrated the use of Excel for financial modeling and forecasting, highlighting the importance of Excel in finance and accounting professions.

#### Benefits of attending the Seminar:

The participants learned the following benefits by attending the seminar:

Enhance productivity: By learning advanced features of Excel, the participants can save time and optimize their work processes, increasing their productivity.

Better decision-making: With the use of Excel's data analysis tools, the participants can make informed decisions based on accurate and reliable data.

Automation of tasks: The use of macros and other automation tools can significantly reduce the time and effort required for repetitive tasks, freeing up time for more critical tasks.

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### **Anekant Education Society's** Tuljaram Chaturchand College of Arts, Science & Commerce, Baramati Department of B.Voc Retail Management

Date: 18th January, 2023

To,

The Principal,

Tuljaram Chaturchand College of Arts, Science and Commerce

Baramati

Subject: Request for Permission to conduct Workshops.

Respected Sir,

With reference to above mention subject, we the Department of B.Voc Retail Management wants conduct Seminar/Workshop for students. Details of seminar and workshop are as follows.

Sr. No.	Workshop Name	Expert Name	Hrs.	Remuneration
1.	Personality Development	Mr. Mahesh Patange	3	3,000/-
2.	Advance Excel for Retail	Mr. Sugriv Taware	3	3,000/-
3.	PPT for Product presentation and detailing	Mr. Sugriv Taware	3	3,000/-
4.	Success Mantra by Entrepreneur	Mr. Prakash Kutwal Owner of Urja	3	3,000/-

Please sanction hospitality for guest.

Kindly co-operate and oblige.

Thank you,

# Anekant Education Society's

# Tuljaram Chaturchand College of Arts, Science and Commerce, Baramati (Autonomous College)

## Department of B.Voc Retail Management Activity Name: Advance Excel for Retail Attendance Sheet

Date: 04/02/2023

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(o- Ordinator