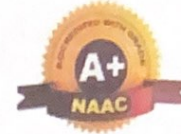




**KLE Society's**  
**S. NIJALINGAPPA COLLEGE**

**II-Block, Rajajinagar, Bengaluru-10**  
**Re-accredited by NAAC at A<sup>+</sup> grade with 3.53 CGPA**  
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10<sup>th</sup> November 2020

**DEPARTMENT OF ENGLISH**

*Two Days interactive workshop on Professional Writing Skills -*

*'Report Writing and Resume Writing' (Virtual)*

Two days State level guest lecture on Professional Writing Skills 'Report Writing and Resume Writing' was organized by the Department of English on 9<sup>th</sup> and 10<sup>th</sup> November, 2020 respectively for faculty and students.. More than 70 participants were taken part in the guest lecture for two days. Dr. Jayashree C.Kambar, HoD, Department of English hosted the event. The resource person was Dr. R.G. HEGDE, Professor, Bangur College, Dandeli. On 9 November, 2020, the program started at 3 pm with the welcome note and introduction of the speaker was given by Dr. Jayashree C. Kambar. In session I, the resource person, Professor Hegde, Bangur College, Dandeli imparted lecture on Report Writing. He explained the importance and types of report writing such as Informational reports, Proposal report, Periodic reports and functional reports. The guest lecture was followed by an interactive session with the participant still 5pm. There were 60 participants.

**Session : 2** commenced at 3pm on 10 November, 2020 with welcome speech by Dr. Jayashree Kambar. The resource person, Professor R.G. Hegde, , extended a lecture on relevance of resume writing and types of resume writing. He started the lecture with an example of good resume and he spoke on types of resumes such as Chronological and Functional. An interactive question and answer session with participants was held to clarify their queries. The guest lecture ended at 5pm with a vote of thanks by Ms. Chaithanya, Assistant Professor. The lecture was received with admiration by the participants and they found it gainful.

Head of the English Department  
KLE Society's S. Nijalingappa College  
Rajajinagar, Bengaluru-560 010



Principal  
KLE Society's S. Nijalingappa College  
Rajajinagar, Bengaluru-560 010

**KLE'S S. NIJALINGAPPA COLLEGE**  
**Rajajinagar II Block, Bangalore – 560010**

Department of English

Report Writing and Resume Writing

Sl. No.	Student Name	Signature
1	Gagan gowda P	
2	Kusuma c	
3	Tanushree Gowda GY	
4	Amrutha R.A	
5	Anjali.V	
6	ANUSHA.R	
7	Anushree. A	
8	Arpitha. H	
9	Bharath m v	
10	Bhavana.V.M	
11	Bhavya.K	
12	Chandan Narayan	
13	Chethan.h	
14	Darshan kv	
15	Deepika. ss	
16	Deva Priya. A	
17	Dharani V	
18	Divya.k	
19	Divya Divya	
20	Harsha.S	
21	JAGRUTHI.M	
22	Jayapradha B	
23	Keshav.G	
24	Krupa.c	
25	Navya shree M	
26	Nikhil Vamshi N	
27	Nithin.D	
28	Pallavi.s	
29	Pavan. HP	
30	Pavithra A	
31	Prashanthi.S	
32	Praveen Kumar T	
33	Priyanka.S	
34	Punithkumar C	
35	Rakshitha.G	
36	Ramya shree HY	
37	Rita malathi	
38	Ruchitha. U	
39	Sagari Gowda L.	
40	Sahana K.R	

