HOW TO WRITE A GRADUATE PROJECT REPORT (17/09/2021)

REQUISITION LETTER

Vaniyambadi 26/08/2021

From,

Dr. K. Indra, HOD, Department of Business Administration, Islamiah Women's Arts and Science College, Vaniyambadi – 635 752.

To,

The Secretary and Correspondent, Islamiah Women's Arts and Science College, Vaniyambadi – 635 752.

Through

The Principal, Islamiah Women's Arts and Science College, Vaniyambadi – 635 752. On him re Colly n

Respected Sir,

Sub: Seeking permission for organizing 3 days' Workshop-Reg.

I wish to inform you that, we plan to organize three days Workshop to be held on 13/09/2021 to 15/09/2021. Dr. Fuzail Ahmed, Assistant professor, Islamiah College, Vaniyambadi consented to be the resource person. So, I request you to kindly grant me permission to do for the same.

Thanking You.

Gelenated Structure

VANIYAME ADI

Yours Faithfully,

(Dr. K. INDRA)



ISLAMIAH WOMEN'S ARTS & SCIENCE COLLEGE

Recognized by UGC under section 2(f) & 12(b) of the UGC Act 1956,

Permanently affiliated with Thiruvalluvar University, Accredited by NAAC with 'B' Grade

10, By-Pass Road, Vaniyambadi – 635751; Phone: 04174 – 235266

CIRCULAR

09.09.2021

This is to inform that three days workshop will be organized on alternative days of offline classes 13/09/2021, 15/09/2021 and 17/09/2020 for all the Final year students of BBA. The title of the workshop is "How to Write a Graduate Project Report" and the Resource Person will be Dr. Fuzail. B. Ahmed, Assistant Professor of BBA, Islamiah College (Autonomous), Vaniyambadi. The workshop will be conducted at 10.00 am to 12.00 pm through online mode via Google Meet. All are cordially invited.

Principal

(Dr. M. Renu)

Copy to:

- 1. The Secretary & Correspondence
- 2. BBA Department

Principal
Islamiah Women's Arts and Science College
Vannyambadi - 635 752.





DEPARTMENT OF BUSINESS ADMINISTRATION

Date:

09.09.2021

Time:

10:00 a.m to 12:00 p.m

Venue:

Online Mode via Google Meet

Convener:

Dr. K. Indra, HOD of Business

Administration.

Members Present:

5

Agenda:

The following information was discussed with regard to the Three Day Workshop to be organized.

- 1. Date & Time of the Program
- 2. Title of the Program

3. Resource Person

circular

Peport

4. Duty Allotment



MINUTES OF THE MEETING

During the course of meeting, it was unanimously resolved to organize a Three Day Workshop.

- 1. Conduct Three Day Workshop on 13th, 15th & 17th September 2021 at 10:00 a.m to 12:00 p.m
- 2. Title of the Workshop "How to Write a Graduate Project Report".
- 3. Resource Person is Dr. Fuzail B. Ahmed, Assistant Professor, Department of Business Administration, Islamiah College (Autonomous), Vaniyambadi
- 4. Assigning duties to the staff members related to the event.

Signature of the Convener

Dr. K. Indra

Signature of the Members Present:

Mrs. D. Nithya	Dony
Dr. M. Sadiya Sarvath	M. Sliga Swaty.
Mrs. S. Pramila	S. Amuila
Mrs. D.Archana	Ano.



LETTER OF CONSENT

Thursday, 02 September 2021

From Prof. B. Fuzail Ahmed Assistant Professor Department of Business Administration Islamiah College (Autonomous) Vaniyambadi - 635752 Mob: +91 8608355622 Email: Occapitation dramaticum

To

Dr. K. Indra Assistant Professor and Head Department of Business Administration Islamiah Women's Arts and Science College Vaniyambadi - 635752 Mob: +91 9486271429

Madam:

Sub: Letter of Consent - Resource Person - Reg.

Ref: Call-for Letter - dated 02/09/2021

This is a formal letter of consent to be a Resource Person for the upcoming Three-Day Online Workshop entitled "How to Write a Graduate Project Report?" on September 13,15 and 17 from 10am to 12pm through Google Meet, for the benefit of Final Year students of Bachelor of Business Administration Programme (2019-22 Batch). The following topics shall be covered:

Day 1: Research Process (from Finding the Problem to Providing the Solution)

Day 2: Data Collection - Basic Tools and Techniques

Day 3: Data Analysis & Interpretation - Basic Tools and Techniques

Thanks and Regards

B. Fuzail Ahmed

B. FUZAIL AHMED





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Permanent Affiliation with Thiruvalluvar University)
Accredited by NAAC with B grade

DEPARTMENT OF BUSINESS ADMINIST Organizes

Three Day Workshop on

"How to write a Graduate Project Resolution



Resource Person

FUZAIL B. AHMED

M.Com.,MBA.,M.Phil.,Ph.D.,SET

Assistant Professor,

Department of Business Administration Islamiah College (Autonomous), Yaniyambad

Date

: 13th ,15th & 17th Sep 2021

Time

: 10:00 am to 12:00 pm

Platform

: Google Meet

Schedule:

Day 1 - Research Process (from finding the problem to providing the solution)

Day 2 - Data Collection - Basic Tools & Techniques

Day 3 - Data Analysis & Interpretation - Basic Tools & Techniques

Registration Link: https://forms.gle/jgzjV3jd411Y9J9H8

Meeting Link : https://meet.google.com/arp-ggsc-euf

Mr. C. KHAISER AHMED

Secretary

Dr. M. RENU Principal

Dr. K. INDRA HOD & Convener



Islamiah Women's Arts and Scien Vaniyarasadi - 435 78 Greetings

Dear staff and students,

ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE, VANIYAMBADI.

Department of Business Administration

Organises Three day Workshop on "How to write Graduate Project Report"

☐ Date: 13th, 15th and 17th September 2021

Time: 10 a.m to 12 p.m.

Guest Speaker:

Dr. Fuzail B. Ahmed

M.Com., MBA., M. Phil., Ph.D., SET, NET

Assistant Professor,

Department of Business Administration,

Islamiah College (Autonomous), Vaniyambadi

I who can attend: Those who are having project work(both UG and PG)

2 E- Certificate will be provided for those who are attending and submitting feedback.

EKindly Register using the link given below

https://forms.gle/jLXUzGfMoALWbdH2A

We invite you all to Join the session by clicking the following links.

https://meet.google.com/arp-ggsc-euf

Members who participate in this workshop are requested to follow the Etiquette for an uninterrupted live session.

□Please switch off the Video

Please mute the Audio

@Feedback link will be sent in the chat box during the completion of the session.

Kindly login before 10 minutes of the session.

Greetings 2222

Dear staff and students,

ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE, VANIYAMBADI.

Department of Business Administration

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Islamiah College (Autonomous), Vaniyambadi

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Kindly login before 10 minutes of the session.

With regards

Dr. Renu

Principal

Islamiah Women's Arts and Science College,

Vaniyambadi.

Convenor

Dr. K. Indra

Head Department of Business Administration,

Islamiah Women's Arts and Science College,

Vaniyambadi.

With regards

Dr. Renu

Principal

Islamiah Women's Arts and Science College,

Vaniyambadi.

Convenor

Dr. K. Indra

Head Department of Business Administration, Islamiah Women's Arts and Science College,

Vaniyambadi.



ISLAMIAH WOMEN'S ARTS AND SCIENCE COLLEGE, VANIYAMBADI DEPARTMENT OF BUSINESS ADMINISTRATION Organizes Workshop on "How to Write a Graduate Project report"

Date

: 13th ,15th and 17th September 2021

Time

: 10:00 am to 12:00 pm

Platform: Google Meet

Schedule:

Day 1 - Research Process (from finding the problem to providing the solution)

Day 2 - Data Collection - Basic Tools & Techniques

Day 3 - Data Analysis & Interpretation - Basic Tools & Techniques

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Your answer

FULL NAME (Eg: S. AAMIRA FATHIMA) *

Your answer



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O III year	
Contact Number *	
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stration Workshop How to write a Graduate Project Report 13,15 & 17.09.2021

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K.PAVITHRA	BBA	(W year	96007869
Y.JANANI	BBA	Till year	73395638
V.HIFZA ANAM	BBA	M year	88257168
V. FARIHA TASKEEN	BBA	指数 year	96006811
G.SUBASHINI	BBA	Bill year	63692932
K.Aamira Fathima	BBA	100 year	74180366
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K.Hajira Fathima	BBA	im year	9003539
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S.SADIYA TASLEEM	BCA	III year	9342498
Alima Mariyam.s	Bba	III year	8524970
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Sindhu.m	B.B.A	III year	6380051
Fathima Tazeen K	BBA	III year	7695987
P.A.ARSHIYA ZAIN	BCA	III year	8667045
ZOHRA FATHIMA. M	BBA	III year	8015504
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Vijaya.R	BCA	III year	7639591
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C.F.ZUHA FATHIMA	Bca	III year	9790213141
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S.SARA	BCA	III year	8925051319
CHOLAVARAM.SUMAIYA TAZEEN.	BCA	III year	8903502016
JAMBU KUBRA TAHREEM	BCA	III year	9080303506
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Yasmeen. I	BBA	III year	8438115504
V. Vithya	BBA	III year	8608206151
G.Nusha siddiqa	BCA	III year	8778320944
K.AAMIRA FATHIMA	BBA	III year	7418036617
K. HAJIRA FATHIMA	III BBA	III year	Useful

DEPARTMENT OF BUSINESS ADMINISTRATION

Workshop on

"How to Write a Graduate Project Report"

DATE: 13/09/2021

TIME: 10 am To 12pm

Mode of Programme: Online Mode via Google Meet

Programme Schedule

1. Prayer : Urdu: Fathima Tazeen K

English: Makee Ul Arab K

Tamil: Aishasiddika M.S

2. Thamizhthai Vazhthu : Recorded Version

3. Programme Host by : Dr. M. Sadiya Sarvath,

Assistant Professor

4. Welcome Address : Dr. K. Indra

Head and Convener

5. Profile Reading of the : Ms. D. Archana,

Resource Person Assistant Professor

6. Presidential Address : Dr. Renu, Principal

7. Keynote Address by

Resource Person : Dr. Fuzail. B. Ahmed, Assistant Professor

Department of Business Administration

Islamiah College, (Autonomous)

8. Vote of thanks : Ms. D. Nithya, Assistant Professor



DEPARTMENT OF BUSINESS ADMINISTRATION Workshop on

"How to Write a Graduate Project Report"

DATE: 15/09/2021

TIME: 10 am To 12pm

Mode of Programme: Online Mode via Google Meet

Programme Schedule

1. Programme Mediator:

Dr. M. Sadiya Sarvath

Assistant Professor

2. Keynote Address by

Resource Person

: Dr. Fuzail. B. Ahmed

Assistant Professor

Department of Business Administration

Islamiah College, (Autonomous)

Vaniyambadi



DEPARTMENT OF BUSINESS ADMINISTRATION Workshop on

"How to Write a Graduate Project Report"

DATE: 17/09/2021

TIME: 10 am To 12pm

Mode of Programme: Online Mode via Google Meet

Programme Schedule

1. Programme Host by

: Ms. D. Archana

Assistant Professor

2. Validatory Speech

: Dr. Renu

Principal

3. Keynote Address by

Resource Person

: Dr. Fuzail. B. Ahmed

Assistant Professor

Department of Business Administration

Islamiah College, (Autonomous)

4. Vote of thanks

: Ms. S.Pramila

Assistant Professor

5. National Anthem

: Recorded Version





Fuzail B. Ahmed

DATA ANALYST FRAINER IN SPSS & AMOS SOCIAL SCIENTIST

Address

5/2 Tippusa Street Pernambut, 635810 Tamil Nadu, India +91 8608355622 (Uzailmba@gmail.com

28/04/1988 Ambur

Official Link

islamiahcollege edu in

Skills

IBM SPSS Statistics

AMOS Software

Management Skills

ICT Tools/Techniques

Communication Skills

Knowledge of MS Office

Guiding Project Works

Research Publications

Effective Teaching

Multitasking Skills

Events Management

Languages

English

Hindi

Tamil

Urdu

Hobbies

Reading National-Bestseller Books, Cycling, Playing Badminton, DIY Activities.

Profile

Passionate about Performing/Teaching Research Methodology/ Statistical Tools & Techniques on Small and Large Datasets using SPSS/ AMOS software. Have guided 100+ Research/Project works in the fields of Commerce and Management and supported in the making of master-piece Projects/ Publications/ Theses/ Dissertations. Conducts Workshops/ Faculty Development Programs/ Hands-on Training Sessions for Students/ Scholars and Faculty Members Online/ Offline.

Employment

Assistant Professor (Regular), Islamiah College (Autonomous), Vaniyambadi

Active Member of IQAC, Coordinator of UEF/CIIC, Chennai, and Joint-coordinator of ICT Academy, Chennai

Assistant Professor, The New College (Autonomous), Chennai

Actively represented the department. Conducted remarkable inter/ intra-collegiate/ departmental programs/ events.

Education

Doctor of Philosophy in Management, University of Madras, Chennai

The Thesis entitled "Acceptance Behavior of Recruitment Applications: Study with reference to Chennai City" has been submitted.

Master of Philosophy in Management, PRIST University, Tanjore

Specialized in Strategic Management

Master of Business Administration, University of Madras, Chennai

Specialized in Human Resource Management & Financial Management

Master of Commerce, IDE-University of Madras, Chennai

Distance Mode

Bachelor of Commerce, Thiruvalluvar University, Vellore

Received "Silver Medal for Proficiency in Commerce - 2005" "Proficiency Prize in the English Language" "Proficiency Prize in the Urdu Language"

National Eligibility Test (NET), University Grants Commission, New Delhi

This test determined the eligibility for the post of Assistant Professor in Indian colleges / universities

State Eligibility Test (SET), Bharathiar University, Coimbatore

The examination determined the eligibility for the post of Assistant Professor in Tamil Nadu universities and colleges.

References

Dr. T. Mohamed Ilyas, Principal from Islamiah College, Vaniyambadi

Prof. K. Manzoor Ahmed, Associate Professor & Head from Department of Business Administration, Islamiah College, Vaniyambadi

Dr. J. Khaja Sheriff, HoD & Research Supervisor from DoMS, University of Madras, Chennai

VANSYAMEADI

CALL-FOR

Institutions/ Departments/ Individuals may INVITE to act as a Resource Person/ Guest Faculty/ Evaluator/Advisor, etc. when necessary.



Fuzail B. Ahmed

DATA ANALYST FRAINER IN SPSS & AMOS SOCIAL SCIENTIST

Address

5/2 Tippusa Street Pernambut, 635810 Tamil Nadu, India +91 8608355622 (uzailmba@gmail.com

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Official Link

islamiahcollege edu in

Skills

IBM SPSS Statistics

AMOS Software

Management Skills

ICT Tools/Techniques

Communication Skills

Knowledge of MS Office

Guiding Project Works

Research Publications

Effective Teaching

Multitasking Skills

Events Management

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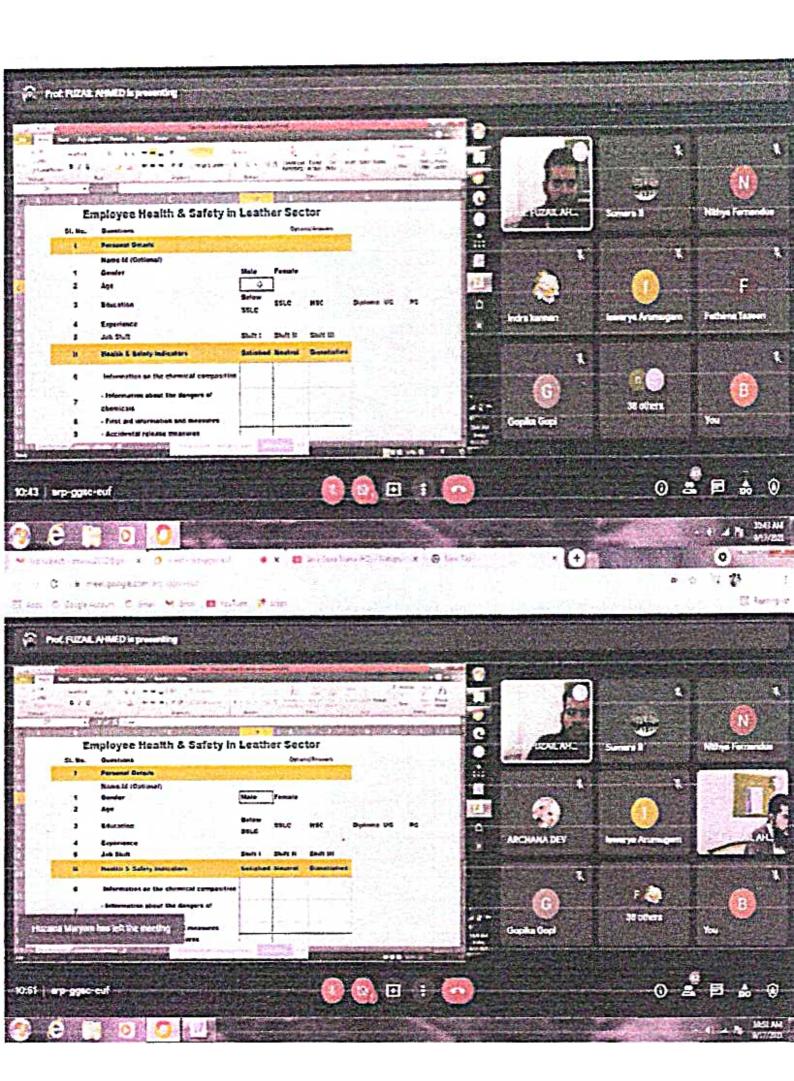
Prof. K. Manzoor Ahmed, Associate Professor & Head from Department of Business Administration, Islamiah College, Vaniyambadi

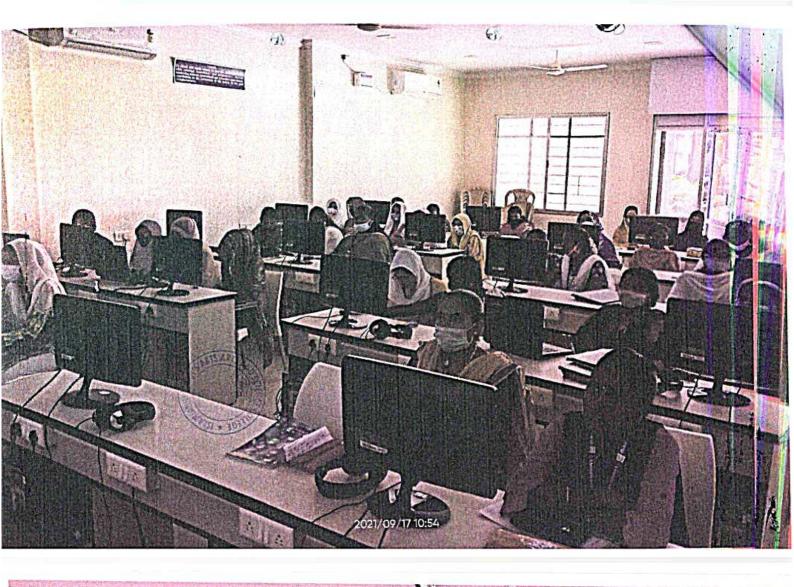
Dr. J. Khaja Sheriff, HoD & Research Supervisor from DoMS, University of Madras, Chennai

CALL-FOR

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Feedback Form

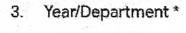
Topic: "How to Write a Project Report"

Date : 13,15,17 September Time : 10:00 a.m - 12:00 p.m

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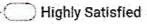
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() Satisfied

Neutral

() Dissatisfied

Highly Dissatisfied



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	To Same Extent
	Not at all
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6.	Comments on Workshop? *

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ack of Workshop Dt: 17.09.2021 ZENAME Year/Depa 1. Is the content 2. How far it is 1 Comments on Workshop?

EERATHI HUZAINA MIII BBA Satisfied To Great Extent Useful for us

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TARVILOLLVI				This workshop is soo deeral for do thankful to you sir
Contract i	III BBA	Highly Satisfied	To Great Extent	teached us very clearly I'm very thankful to you sir Fantastic workshop! This a wonderful technique
afiya tazeen.j	Tit Day :			Fantastic workshop! This a worlderful touring
. Olddenson	III BBA	Highly Satisfied	To Great Extent	that i will use in my project
Ayeesha Siddeeqa	III BBA	Highly Satisfied	To Great Extent	Sir 3days work shop is very useful sil
KEERTHIG.	The second secon	Highly Satisfied	To Crest Extent	Very useful sir thank you sir
JANANI .	III BBA	Satisfied	To Great Extent	IVery nice sir i'm understanding sir
Swarya	III BBA	Highly Satisfied	To Great Extent	Very useful for my project
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Aamira				This workshop class is very informative and learned
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K U AYESHA AMREE	NIII BBA	Highly Satisfied	To Great Exten	at alot . Its really for me how to do a project . Tqs fo
K U AYESHA AMILL	III BBA	Highly Satisfied	To Great Exter	nt Very usefu work shop
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The second of th	, Junean	Highly Satisfied	To Great Exter	nt was very interesting thank you for organizing thi
MIRA TASKEEN.	/ III BDA	Highly Satisfied		
S.prithiga	III BBA	Highly Satisfied		nt It was really interesting and helpful I am really
Nafia Sadaf.N	III BBA		A STATE OF THE PARTY OF THE PAR	nt Very useful
SARAVANA.S	III BBA	Highly Satisfied	L. T. Orant Cido	at lit is useful for US
ZOHRA FATHIMA M	III BBA	Highly Satisfier		at IThe workshop is very usefull and gain some
Yasmeen, I	III BBA	Highly Satisfie	a 10 Great Exte	It was very useful for our project workand i
			T- Creat Exto	at lune very interesting
Makee ul arab.k	III BBA	Highly Satisfie	a 110 Gleat Exte	Thank you very much for the entire team, me
				work shop was very helpful for us.lt contains mo
			1 100 -01 - 71	work slich was very hoperation to our project.
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111929011.0			100	This is very help full for our project and we start some khwonledge thank you sir 13 A

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The work shop is gave a knowledge of our project it is use full thank you

Safiya Tazeen Now

This workshop is soo useful for us and u have teached us very clearly I'm very thankful to you sir



Sumera B. Now

Its very use full for us and Thank You soo much sirThe work shop is gave a knowledge of our project it is very use full for us



Huzaina Maryam Now

It's very useful for our departmentsuch a knowledgeable content for our projectthank you so much for our department to conduct this workshop and as well as thank you sir



T. Rabii Shaffin Now

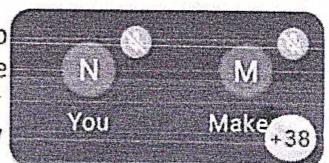
Feedback Thank you so much for the workshop it is very useful to us

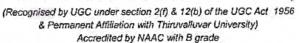




Ayisha Siddiqua Now

I found this workshop of the most enjoyable workshop I have ever organizing and a very







CERTIFICATE OF PARTICIPATION

This is to certify that Yasmeen. I of III BBA has participated in Three day workshop on "How to write a Graduate Project Report" Organised by Department of Business Administration of Islamiah Arts and Science College, Vaniyambadi on 13th,15th,17th of September 2021.

Mr. C. Khaiser Ahmed Secretary Dr. M. Renu Principal Dr. K. Indra HOD& Convenor

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nk. Hu

Principal
Islamiah Women's Arts and Science College
Vaniyambadi - 635 752.



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REPORT OF THE WORKSHOP

Department of Business Administration organized 3 days workshop on "How to Write a Graduate Project" for all the final year BBA students. The workshop was conducted through Online Mode via Google Meet on September 13th, 15th and 17th, 2021. The resource person for the workshop was Mr. B. Fuzail Ahmed, Assistant Professor, Department of Business Administration, Islamiah College (Autonomous), Vaniyambadi. In the first day of the workshop, Mr. Fuzail covered the topics related to research process from finding the problem to providing a solution. He thought students on how to frame a topic for a project in different sectors. In the second day, Mr. Fuzail explained about the basic tools and techniques used for data collection. He very well elaborated the students about primary and secondary data collection methods which are used in research projects. In the third day, Mr. Fuzail explained the data analysis and interpretation of various tools and techniques. Our students were highly benefited by attending the workshop and understood how to select a topic for a project and how to interpret the results of the project in an efficient manner. Nearly, 110 students attended the workshop and cleared their doubts related to project writing.

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Principal

Islamiah W- en's Arts and Science College

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