

# SADABAI RAISONI WOMEN'S COLLEGE, NAGPUR (AFFILIATED TO SNTD WOMEN'S UNIVERSITY, MUMBAI)

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## Session on 'Writing an Effective Resume' 08<sup>th</sup> April 2019

Objective: To teach the students about writing an effective resume.

Sadabai Rasoni Women's College organized a guest lecture on 'Writing an Effective Resume' for the Final Year students of BCA and B.Sc. IT on 08<sup>th</sup> April 2019. The speakers for the lecture were Dr. Ashish Lenge, In-Charge, Training and placement, C.P and Berar college. Dr. Ashish Lenge gave a briefing on how to write a resume in a scientific manner. He shared many valuable tips such as use of contemporary headings, avoid using tables etc. He also gave the priceless mantra to 'Keep the CV error-free, simple and as clear as sprite'. He taught students that 'No work is big or small'. The students immensely enjoyed the session and the talk ended with the question-answer round.

Beneficiaries: 167 students

Faculty In charge: Ms. Anindita Kundu

Student –Incharge

1. Vinita Nariyani (B Sc IT 3<sup>rd</sup> Year)
2. Rashmi Maske (BCA 3<sup>rd</sup> Year)

Learning outcomes

- Students got hand on experience on resume writing.

