

**Tecnia Institute of Advanced Studies  
Grade "A" Institute  
Training and Placement Cell**

**Notice**

Ref. No. T&P/OC/N/2023-24/46

Date: 26.10.2023

**Attention 1<sup>st</sup> students of BAJMC, BBA, BCA, MBA and MCA  
Certificate Course on Corporate Skills and Practical Communication**

Subject : Certificate Course on Corporate Skills and Practical Communication

In reference to the subject , a certificate course is being proposed as per following:

1. Topic : Certificate Course on Corporate Skills and Practical Communication
2. Duration: 30 Hours
3. Date: 30-10-2023 to 04-11-2023
4. Time: 02:00 PM to 07:00 PM
5. Platform: Online Zoom Meeting App
6. Resource Person: Sherry Agarwal, Trainer UptoSkill

The interested students can register through their respective faculty placement coordinators in the Training and placement Cell latest by 29.10.2023.

Please note that:

1. The course will commence on Zoom Classroom
2. The registered students will be shared the link to join the Zoom Classroom.
3. The course will commence on all working days from Monday to Saturday as per the time given above.
4. The assessment will be done on a continuous assessment basis and an examination at the end of the course.
5. Successful learners will get the certificate.

Annexures

1. Brochure
2. Course Content



Dr. Nivedita  
Head – Training and Placement Cell