



GONDIA EDUCATION SOCIETY'S

S. S. GIRLS' COLLEGE

GONDIA – 441601 (Maharashtra)

Phone 237039, 236959 (O) Fax : (07182) 236959

e-mail : ssgirls.college@rediffmail.com, ssgirls.college1@gmail.com

(Re-accredited (3rd Cycle) B⁺ By NAAC, Bengaluru)

Report of Certificate Course in File and Folder Making (Session 2019-2020)

Home Economics department of S. S. Girls' College organized a Certificate Course in file and folder making (30 Hours). The inaugural programme on dated February 3rd 2020 was presided over by Dr. N. K. Bahekar, Principal of the college. Coordinator of course Dr. Gokula Bhalerao, were present on the dais. Dr. N. K. Bahekar said, it is important to increase employment opportunities is the need in present scenario and this course will aid to the same. Dr. G. A. Bhalerao explained about the importance of file & folder making and how this can help students for self-employment.

Brochure of the course



Gondia Education Society's

S. S. Girls' College, Gondia

Affiliated to R. T. M. Nagpur University, Nagpur
Re-accredited B⁺ by NAAC Bengaluru

Department of Home Economics
Organizes

“Certificate Course in File and Folder Making” Session 2019-20

Date of Sanction- January 30th, 2020
Course Duration- 30 Hours
Course Starting Date- February 3rd, 2020
Time- 01:30 PM to 02:30 PM
Venue- Room No, 112 (Seminar Hall)
Fees- Free of Cost
Eligibility- Students admitted in the institution

For more details, feel free to reach out to the contact given below

Dr. G. A. Bhalerao
HOD, Assistant Professor
Contact- 9545714712

Note
There will be “No Classes” on Sunday & Government Holidays

Dr. N. K Bahekar
Principal & Chairperson,
S. S. Girls' College, Gondia



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Notice of the course

30/11/2020		30/11/2020																																																																													
<p>सूचना क्र. 3. वरीष्ठ महाविद्यालय को समस्त छात्राओं को सूचित किया जाता है कि गृहमंत्रालय विभाग द्वारा "Certificate course in Fire & Firefighting" प्रारंभ होने जा रहा है। संबंधित छात्राओं को अपने नाम प्रभारी प्राध्यापिका के पास दर्ज करावें। कार्य प्रारंभ तारीख - 3/12/2020 समय - 1:30 to 2:30 स्थान - Room No 112 - प्रभारी प्राध्यापिका - डॉ. गोकुल</p>		<p>सूचना क्र. 3. 30/11/2020</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>CLASS</th> <th>Name of Professor</th> <th>Sign.</th> </tr> </thead> <tbody> <tr><td>1.</td><td>B.A.I(H)</td><td>A.A. Tiwari</td><td><i>[Signature]</i></td></tr> <tr><td>2.</td><td>B.A.I(M)</td><td></td><td></td></tr> <tr><td>3.</td><td>B.A.I(H)</td><td>Dr. D.R. Gaidhane</td><td><i>[Signature]</i></td></tr> <tr><td>4.</td><td>B.A.I(M)</td><td>Atka Patil</td><td><i>[Signature]</i></td></tr> <tr><td>5.</td><td>B.A.I(H)</td><td>A.A. Tiwari</td><td><i>[Signature]</i></td></tr> <tr><td>6.</td><td>B.A.I(M)</td><td></td><td></td></tr> <tr><td>7.</td><td>B-SC I</td><td></td><td></td></tr> <tr><td>8.</td><td>B-SC II</td><td>T.M. Penbhare</td><td><i>[Signature]</i></td></tr> <tr><td>9.</td><td>B-SC III</td><td>Dr. J.D. Pund</td><td><i>[Signature]</i></td></tr> <tr><td>10.</td><td>B-Tel-I</td><td>Hansha Samarth</td><td><i>[Signature]</i></td></tr> <tr><td>11.</td><td>B-Tel-II</td><td>Hansha Samarth</td><td><i>[Signature]</i></td></tr> <tr><td>12.</td><td>B-Tel-III</td><td>Shazia Sheikh</td><td><i>[Signature]</i></td></tr> <tr><td>13.</td><td>M.A.I(H)</td><td></td><td></td></tr> <tr><td>14.</td><td>M.A.I(M)</td><td>Dr. G.A. Bhalerao</td><td><i>[Signature]</i></td></tr> <tr><td>15.</td><td>M.A.I(H)</td><td>Sushama Naranje</td><td><i>[Signature]</i></td></tr> <tr><td>16.</td><td>M.A.I(M)</td><td>Sushama Naranje</td><td><i>[Signature]</i></td></tr> <tr><td>17.</td><td>M.A.I(Geo)</td><td>Shri R.R. Tidke</td><td><i>[Signature]</i></td></tr> <tr><td>18.</td><td>M.A.I(Geo)</td><td>S.S. Shivwankar</td><td><i>[Signature]</i></td></tr> </tbody> </table>		S.No	CLASS	Name of Professor	Sign.	1.	B.A.I(H)	A.A. Tiwari	<i>[Signature]</i>	2.	B.A.I(M)			3.	B.A.I(H)	Dr. D.R. Gaidhane	<i>[Signature]</i>	4.	B.A.I(M)	Atka Patil	<i>[Signature]</i>	5.	B.A.I(H)	A.A. Tiwari	<i>[Signature]</i>	6.	B.A.I(M)			7.	B-SC I			8.	B-SC II	T.M. Penbhare	<i>[Signature]</i>	9.	B-SC III	Dr. J.D. Pund	<i>[Signature]</i>	10.	B-Tel-I	Hansha Samarth	<i>[Signature]</i>	11.	B-Tel-II	Hansha Samarth	<i>[Signature]</i>	12.	B-Tel-III	Shazia Sheikh	<i>[Signature]</i>	13.	M.A.I(H)			14.	M.A.I(M)	Dr. G.A. Bhalerao	<i>[Signature]</i>	15.	M.A.I(H)	Sushama Naranje	<i>[Signature]</i>	16.	M.A.I(M)	Sushama Naranje	<i>[Signature]</i>	17.	M.A.I(Geo)	Shri R.R. Tidke	<i>[Signature]</i>	18.	M.A.I(Geo)	S.S. Shivwankar	<i>[Signature]</i>
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Photos of the certificate course



Dr. Gokula Bhalerao guiding the students



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Students Making Files and Folders



Exhibition of File and Folder



Principal Dr. N. K. Bahekar Addressing the Exhibition of File and Folder

Gondia Education Society's
S.S. Girls' College Gondia
Department of Home Economics
Certificate Course in File & Folder Making
Session -2019-2020
List of Students

S. No.	Name of Students	Class
1	Payal G. Meshram	B. A. II (M)
2	Kalyani P. Ramteke	B. A. II (M)
3	Pornima G. Damhahe	B. A. II (M)
4	Manisha B. Mahawade	B. A. II (M)
5	Namrata R. Bhingade	B. A. II (M)
6	Namrata S. Pandhare	B. A. II (M)
7	Madhuri D. Shendre	B. A. II (M)
8	Radhika V. Dhavgaye	B. A. II (M)
9	Pooja Shahare	B. A. II (M)
10	Aakansha Bhoskar	B. A. II (M)
11	Divya G. Sakulkar	B. A. II (M)
12	Dikshita S. Borkar	B. A. II (M)
13	Kajol R. Patle	B. A. II (M)
14	Achal A. Shahare	B. A. II (M)
15	Vaishnavi R. Shahare	B. A. II (M)
16	Sapna Bhave	B. A. II (H)
17	Jyoti C. Chikhilonde	B. A. II (H)
18	Sonali V. Domle	B. A. II (M)
19	Sharda S. Rawte	B. A. II (M)
20	Laxmi S. Randive	B. A. II (M)

List of Students of Course

S. S. Girl's College
Batch No. _____

Class File- folder Making Section

S. No.	Name	Month Feb.																						
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	
1	Ankansha Bhaskar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2	Achal A. Sahare	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	Dikshita S. Borkar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	Divya G. Sakulkar	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	Jyoti C. Chikhilonde	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	Kajol R. Patle	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	Kalyani P. Ramteke	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	Laxmi S. Randive	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	Madhuri D. Shendre	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	Madhuri S.																							
11	Sonali V. Domle	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	Manisha B. Mahawade	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	Namrata R. Bhingade	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	Namrata S. Pandhare	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	Payal G. Meshram	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	Pooja Shahare	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	Pornima G. Damhahe	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	Radhika V. Dhavgaye	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	Sapna Bhave	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	Sharda S. Rawte	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	Vaishnavi R. Shahare	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Students Attendance during the course



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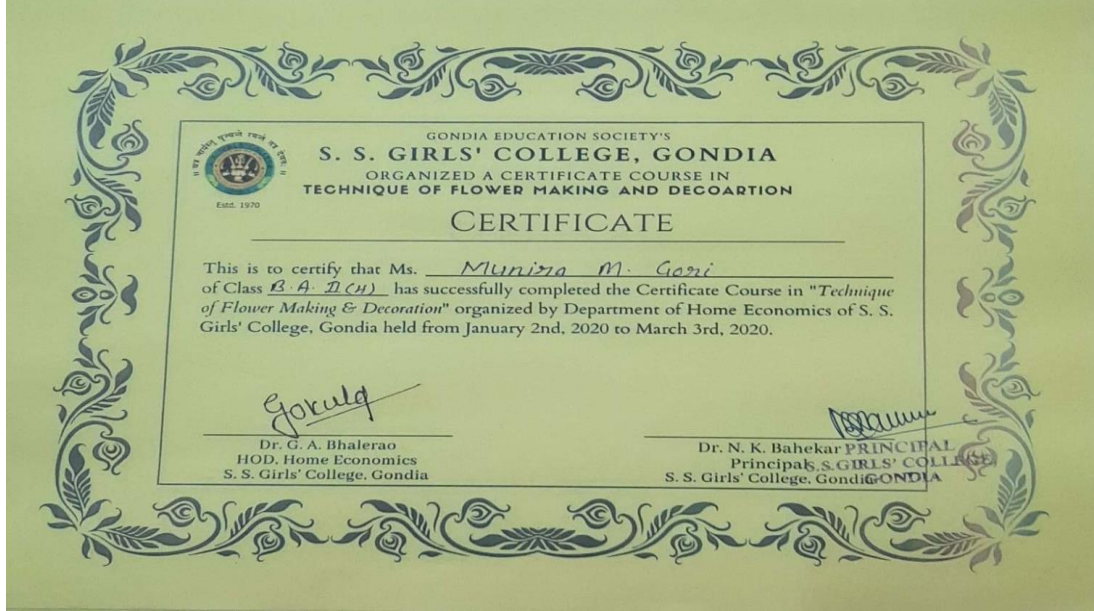
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Estd. 1970

Certificate of the Course



Teaching of this certificate course started from February 3rd, 2020 for a total duration of 30 hours. 20 students got themselves registered in this course. For admission in this course, opportunity was given to the girl students studying in the college. The medium of instruction was Hindi and practical training was provided. The resource of the course was Dr. Gokula Bhalerao. The course was free of cost. After the completion of the course, certificates were given to the students. The certificate of the completion of course was issued only those students whose attendance were 80% and above. Although the duration of the course was fixed for 30 hours, accordingly the course was completed in the month of March 2020. After the completion of the course an exhibition of the same was organized in department of home economics.

Dr. Gokula Bhalerao
Co-Ordinator
Certificate Course

Dr. I. G. Khatwani
In-charge, Add on, Certificate and
SWAYAM Courses Committee

Dr. N. K. Bahekar
Principal
S.S.GIRLS' COLLEGE,
GONDIA