



Amro Institute of Management

"Surajkund", Gat No 64/3, Mumbai-Nashik Highway, Rajur Bahula, Nashik-422010
+91-9225142826 / 27

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NAAC 2023/ Metrics Level Deviations/Cr5-2

Date:- 15/09/2023

Criteria 5.1.2:	Capacity building and skills enhancement initiatives taken by the institution include the following 1. Soft skills 2. Language and communication skills 3. Life skills (Yoga, physical fitness, health and hygiene) 4. ICT/computing skills
Findings of DVV	HEI to pl attach attendance with signature and certificates under each category each years for claim Note: Note: The programmes should be conducted periodically during the assessment Fit India, International yoga day celebrations, blood donation camp etc cannot be part of this program period."
Response/ Clarification	1) Circular/brochure/report of the event/ activity report of all the schemes listed above including photographs with date and caption, count of students enrolled is attached as per schemes listed above. (Appendix-I)




Principal
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AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.

Appendix-I

Soft Skills

Academic Year
2018-19




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Activity Report	
Academic Year	2018-19
Name of the Activity	Master Class-Skills requirement from candidate by the industry
Date	01/08/2018
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted to acquaint students with what the industry expects from them once they graduate and enter the job market, and how to best prepare for the same.
Photographs	



Roshan
Principal

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Activity Report	
Academic Year	2018-19
Name of the Activity	Master Class-New Business Establishment of Café
Date	01/09/2018
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on how to set up a brand new café, and included talks on the importance of setting up a business plan, basic financial planning, as well licensing.
Photographs	



Rohankumar
Principal

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Activity Report	
Academic Year	2018-19
Name of the Activity	Master Class-Setting Up a Small Food Business
Date	01/10/2018
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on how to set up a brand new café, and included talks on the importance of setting up a business plan, basic financial planning, as well licensing.
Photographs	



Roshanbhai
Principal

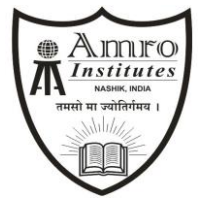
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Activity Report	
Academic Year	2018-19
Name of the Activity	Master Class-New Business Establishment of Hotel
Date	01/01/2019
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on how to set up a hotel, and included talks on the importance of setting up a business plan, basic financial planning, licensing, as well as staffing.
Photographs	



Ashwini
Principal

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Academic Year
2019-20




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Activity Report	
Academic Year	2019-20
Name of the Activity	Interview Skills
Date	01/08/2019
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A session was conducted for students to learn about types of interviews and how to prepare for and behave during an interview.
Photographs	



Rohandhi
Principal

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Activity Report	
Academic Year	2019-20
Name of the Activity	Career Guidance Session
Date	01/09/2019
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	Students were presented with all the various career options open to them once they graduate. These included options within the industry, allied industries, as well as completely out-of-the-box options.
Photographs	



Ashwini
Principal

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Activity Report	
Academic Year	2019-20
Name of the Activity	Workshop on NAAC Accreditation
Date	05/09/2019
Beneficiaries	Faculty- All
Venue	Amro Institute of Management
Brief Report	Faculty were given a presentation on NAAC, it's relevance in the field of education, and how the accreditation system works
Photographs	



Rohini
Principal

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Activity Report	
Academic Year	2019-20
Name of the Activity	Seminar on Research Methodology
Date	01/01/2020
Beneficiaries	Faculty- All Students- Final Year
Venue	Amro Institute of Management
Brief Report	A session was conducted for students to gain knowledge various research methodology and how to use them for their projects.
Photographs	



Rohanki
Principal

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Activity Report	
Academic Year	2019-20
Name of the Activity	Training Session at Samsonite
Date	01/01/2020
Beneficiaries	Faculty- All Students- Final Year
Venue	Samsonite Factory
Brief Report	Students were taken for an industrial visit to Samsonite factory. They got a tour of the plant, as well as in depth tour and talk about the industrial canteen.
Photographs	



Ashwini
Principal

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Academic Year
2020-21




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Activity Report	
Academic Year	2020-21
Name of the Activity	Plagiarism Checking
Date	01/08/2020
Beneficiaries	All Faculty and Students
Venue	Amro Institute of Management
Brief Report	A session was conducted on what is plagiarism, and the importance ensuring that they do not fall into its trap, as well as the consequences both as students as well as working professionals, that may be faced.
Photographs	



Roshan
Principal

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Activity Report	
Academic Year	2020-21
Name of the Activity	Entrepreneurship Development
Date	01/09/2020
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A session was conducted for students to learn about entrepreneurship, leadership, followed by a Q&A with all students
Photographs	



Rohanku
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Activity Report	
Academic Year	2020-21
Name of the Activity	Patent and Copyright
Date	01/10/2020
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A special session was conducted on the relevance and importance of patents and copyrights in the industry
Photographs	



Rohandhi
Principal

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Activity Report	
Academic Year	2020-21
Name of the Activity	Front Office Quiz
Date	01/01/2021
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A quiz was conducted for all students on various aspects of Front Office, including terminology, equipment, and hotel logos.
Photographs	



Rohandhi
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Activity Report	
Academic Year	2020-21
Name of the Activity	Wine Label Design
Date	01/02/2021
Beneficiaries	All Faculty and Students
Venue	Amro Institute of Management
Brief Report	A session was held to help Faculty and students understand the importance of wine labels, and the wealth of information they contain for all consumers of any wine. This was followed by wine label design competition for students.
Photographs	



Rohankumar
Principal

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Academic Year
2021-22




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Activity Report	
Academic Year	2021-22
Name of the Activity	Linen Origami
Date	01/08/2021
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A workshop on linen origami was conducted, including a live demonstration of various napkin folds
Photographs	



Roshanbhai
Principal

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Activity Report	
Academic Year	2021-22
Name of the Activity	Interview Skills
Date	01/09/2021
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A session was conducted for students to learn about types of interviews and how to prepare for and behave during an interview.
Photographs	



Rohankshi
Principal

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Activity Report	
Academic Year	2021-22
Name of the Activity	Career Guidance Session
Date	01/10/2021
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	Students were presented with all the various career options open to them once they graduate. These included options within the industry, allied industries, as well as completely out-of-the-box options.
Photographs	



Rohankumar
Principal

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Activity Report	
Academic Year	2021-22
Name of the Activity	Devise Innovative Healthy Recipe
Date	01/01/2022
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A competition was held for students to devise their own "healthy" recipe. This was an activity done to promote healthy eating and serving of food that is part of a balanced and nutritious diet
Photographs	



Rohini
Principal

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Activity Report	
Academic Year	2021-22
Name of the Activity	Master Class-Skills requirement from candidate by the industry
Date	01/02/2022
Beneficiaries	Student - All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted to acquaint students with what the industry expects from them once they graduate and enter the job market, and how to best prepare for the same.
Photographs	



Roshan
Principal

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Academic Year
2022-23




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Activity Report	
Academic Year	2022-23
Name of the Activity	Master Class-New Business Establishment of Café
Date	01/08/2022
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on how to set up a brand new café, and included talks on the importance of setting up a business plan, basic financial planning, as well licensing.
Photographs	



Rohankumar
Principal

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Activity Report	
Academic Year	2022-23
Name of the Activity	Master Class-Setting Up a Small Food Business
Date	01/09/2022
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on how to set up a small food business, and included talks on the importance of setting up a business plan, basic financial planning, as well licensing.
Photographs	



Rohanku
Principal

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Activity Report	
Academic Year	2022-23
Name of the Activity	Master Class-International Soup
Date	01/10/2022
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A Masterclass was conducted on International Soups, their types, national soups of various countries, as well as a demo session of some soup-making
Photographs	



Rohandhi
Principal

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Activity Report	
Academic Year	2022-23
Name of the Activity	Personality Development & Importance of Soft Skills
Date	01/01/2023
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A special session was held to help students understand how to work on developing their personalities, the importance of this in the industry, as well as how to develop their soft skills
Photographs	



Ashwini
Principal

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Activity Report	
Academic Year	2022-23
Name of the Activity	Financial Planning & Management
Date	02/01/2023
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A guest lecture was arranged to guide students on how to manage their personal finances, as well as stress the importance that it's never too early to start planning for their future finances
Photographs	



Ashwini
Principal

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Language/ Communication Skills

2018-19

Name of the VAP:- “Resume Writing & Interview Skills”

Academic Year:- BSCHS Year 3

Duration:-30 hrs.

VAP Coordinator:- Yogesh Joshi

SYLLABUS/ COURSE CONTENT

Sr. No.	Course Content	Number of Hours
1.	Resume Writing – I	2
2.	Resume Writing – II	2
3.	Cover Letter Writing	2
4.	Researching the Organization	2
5.	Email Writing	2
6.	Preparing for an Interview	2
7.	Types of Interview	2
8.	Mock Interview Session – I	2
9.	Body Language & Posture	2
10.	The Art of the Handshake	2
11.	Dressing & Grooming	2
12.	Time Management	2
13.	Stress Management	2
14.	Thank You Email & Call Back	2
15.	Mock Interview Session – II	2


VAP Coordinator


VAP Incharge

Date: 10/10/2018

Notice

All the students of BScHS Year 1, 2, and 3 are hereby informed to note that Value Added Programs have been arranged for the Academic Year 2018-19. These programs will run from 15th October 2018 to 20th October 2018.

Objectives: -



- To provide industry-relevant training to students.
- To improve general knowledge of the students.
- To bridge the gaps between industry and academics.
- To make students industry ready.
- To improve employability skills of students

Details of Value Added Courses are as under:-

Sr.No.	Class	Name	Time	Coordinator
1	BScHS Year 1	Personality Development	09:00amto04:00pm	Devansh Desai
2	BScHS Year 2	Bartending	09:00amto04:00pm	Abhishek Rasal
3	BScHS Year 3	Resume Writing & Interview Skills	09:00amto04:00pm	Yogesh Joshi

All students are instructed to note the same and participate in these Value Added Programs as attendance is mandatory for all students. Students achieving above 80% attendance will be provided with certificates.

Please also note, lunch break will be from 1pm to 2pm for all batches on these days.



VAP Coordinators


VAP Incharge


Principal



CERTIFICATE of Participation



proudly presented to

Aboli Date

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 15th to 20th October 2018, of 30 hours in the academic year 2018-2019.

Joshu

VAP CO-ORDINATOR

Ree

VAP IN-CHARGE

Rohanku

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Harshal Jadhav

of BScHS Year 3

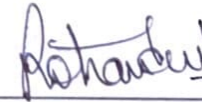
This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 15th to 20th October 2018, of 30 hours in the academic year 2018-2019.



VAP CO-ORDINATOR



VAP IN-CHARGE

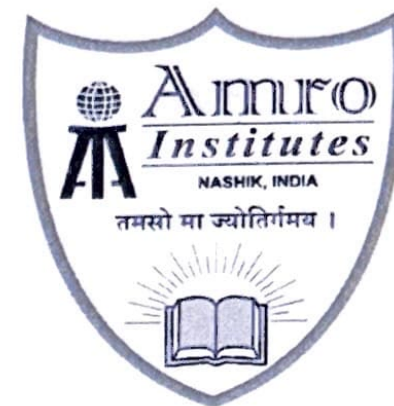


PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Edwin Minj

of BSCHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 15th to 20th October 2018, of 30 hours in the academic year 2018-2019.

Joshi

VAP CO-ORDINATOR

Reed

VAP IN-CHARGE

Richard

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Aditya Patil

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 15th to 20th October 2018, of 30 hours in the academic year 2018-2019.

Jesky

VAP CO-ORDINATOR

Keer

VAP IN-CHARGE

Rohandhi

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Tulsidas Raut

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 15th to 20th October 2018, of 30 hours in the academic year 2018-2019.

Joshy

VAP CO-ORDINATOR

Keer

VAP IN-CHARGE

Ratna

PRINCIPAL



Date: 22/10/2018

To,
The Principal,
Amro Institute of Management, Nashik

Subject: - Report of Value Added Program conducted on "Resume Writing & Interview Skills" from 15th October 2018 to 20th October 2018.

Respected sir,

With reference to above mentioned subject Value Added Program on "Resume Writing & Interview Skills" from 15th October 2018 to 20th October 2018 for the 3rd year students.

Faculty member Yogesh Joshi was the VAP Coordinator. The coordinator has delivered live demonstration on Resume Writing & Interview Skills as well as provided basic and helpful information regarding the same to the students. He also explained the importance of resume writing and how-tos to crack interviews.

In this VAP, 23 students has taken active participation and out of that 23 students are eligible to get certificates after assessment test.

As the coordinator for this event, I would like to thank Management, Principal, HOD, Teaching and Non-teaching staff and student volunteers for their continuous support and encouragement during the conduction of the Value Added Program.

Objectives:

- To teach students the various techniques to write a good resume.
- To create an understanding of the types of interviews.
- To gain confidence in answering interview questions.

Outcomes:

- Students can write their own resume.
- Students can prepare for an interview session.
- Students can answer common interview questions.

Thanking you


VAP Coordinator


VAP Incharge




Amro Institute of Management

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Activity Report	
Academic Year	2018-19
Name of the Activity	French Language
Date	05/02/2019
Beneficiaries	Students- All
Venue	Amro Institute of Management
Brief Report	A special session was conducted on the relevance of learning the French language for hospitality. Students were taught to speak and respond to basic greetings as well as give their own in introduction in French.
Photographs	



Rohandhi
Principal

PRINCIPAL
AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.

2019-20

Name of the VAP:- “Resume Writing & Interview Skills”


Academic Year:- BSCHS Year 3


Duration:-30 hrs.

VAP Coordinator:- Yogesh Joshi

SYLLABUS/ COURSE CONTENT

Sr. No.	Course Content	Number of Hours
1.	Resume Writing – I	2
2.	Resume Writing – II	2
3.	Cover Letter Writing	2
4.	Researching the Organization	2
5.	Email Writing	2
6.	Preparing for an Interview	2
7.	Types of Interview	2
8.	Mock Interview Session – I	2
9.	Body Language & Posture	2
10.	The Art of the Handshake	2
11.	Dressing & Grooming	2
12.	Time Management	2
13.	Stress Management	2
14.	Thank You Email & Call Back	2
15.	Mock Interview Session – II	2


VAP Coordinator


VAP Incharge

Date: 07/10/2019

Notice

All the students of BScHS Year 1, 2, and 3 are hereby informed to note that Value Added Programs have been arranged for the Academic Year 2019-20. These programs will run from 10th October to 22nd October 2019 for Year 1, and from 10th October to 21st October 2019 for Year 2 and 3.

Objectives: -

- To provide industry-relevant training to students.
- To improve general knowledge of the students.
- To bridge the gaps between industry and academics.
- To make students industry ready.
- To improve employability skills of students

Details of Value Added Courses are as under:

Sr.No.	Class	Name	Time	Date	Coordinator
1	BScHS Year 1	Personality Development	09:00am to 04:00pm	10, 12, 15, 21, 22 October 2019	Devansh Desai
2	BScHS Year 2	Bartending	09:00am to 04:00pm	10, 12, 15, 17, 21 October 2019	Abhishek Rasal
3	BScHS Year 3	Resume Writing & Interview Skills	09:00am to 04:00pm	10, 12, 15, 17, 21 October 2019	Yogesh Joshi

All students are instructed to note the same and participate in these Value Added Programs as attendance is mandatory for all students. Students achieving above 80% attendance will be provided with certificates.

Please also note, lunch break will be from 1pm to 2pm for all batches on these days.

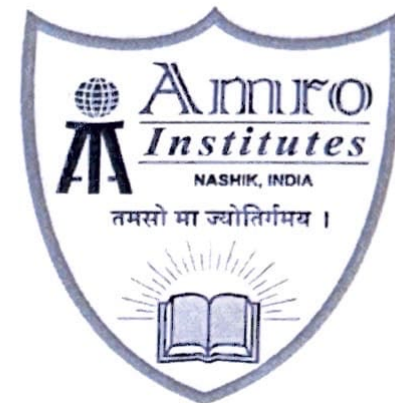

VAP Coordinators


VAP Incharge


Principal



CERTIFICATE of Participation



proudly presented to

Tushar Borse

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 21st October 2019, of 30 hours in the academic year 2019-2020.



Josh

VAP CO-ORDINATOR

Reer

VAP IN-CHARGE

Rohanku

PRINCIPAL



CERTIFICATE of Participation



proudly presented to

Timran Gokhunda

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 21st October 2019, of 30 hours in the academic year 2019-2020.

Joshi

VAP CO-ORDINATOR

Keer..

VAP IN-CHARGE

Rohankumar

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Nakul Kate

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 21st October 2019, of 30 hours in the academic year 2019-2020.

Jahy

VAP CO-ORDINATOR

Reer.

VAP IN-CHARGE

Potankar

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Ishan More

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 21st October 2019, of 30 hours in the academic year 2019-2020.

Joshy

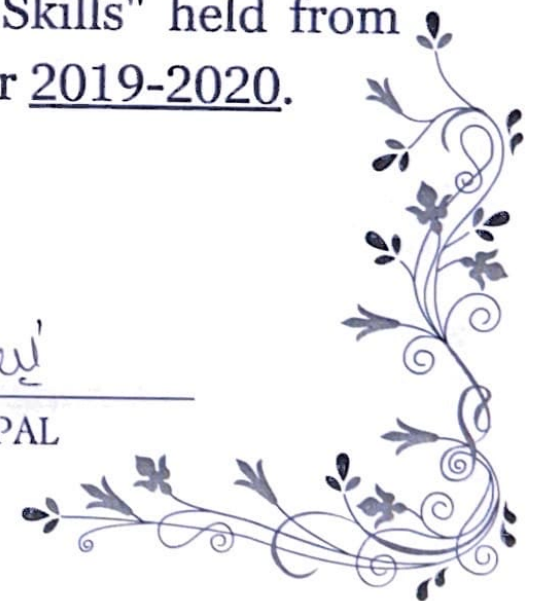
VAP CO-ORDINATOR

Keer

VAP IN-CHARGE

Retawadi

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Vedant Talvi

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 21st October 2019, of 30 hours in the academic year 2019-2020.

Joshi

VAP CO-ORDINATOR

Reer...

VAP IN-CHARGE

Rohankumar

PRINCIPAL



Date: 25/10/2019

To,
The Principal,
Amro Institute of Management, Nashik

Subject: - Report of Value Added Program conducted on "Resume Writing & Interview Skills" from 10th October to 21st October 2019.

Respected sir,

With reference to above mentioned subject Value Added Program on "Resume Writing & Interview Skills" from 10th October to 21st October 2019 for the 3rd year students.

Faculty member Yogesh Joshi was the VAP Coordinator. The coordinator has delivered live demonstration on Resume Writing & Interview Skills as well as provided basic and helpful information regarding the same to the students. He also explained the importance of resume writing and how-tos to crack interviews.

In this VAP, 41 students has taken active participation and out of that 41 students are eligible to get certificates after assessment test.

As the coordinator for this event, I would like to thank Management, Principal, HOD, Teaching and Non-teaching staff and student volunteers for their continuous support and encouragement during the conduction of the Value Added Program.

Objectives:

- To teach students the various techniques to write a good resume.
- To create an understanding of the types of interviews.
- To gain confidence in answering interview questions.

Outcomes:

- Students can write their own resume.
- Students can prepare for an interview session.
- Students can answer common interview questions.

Thanking you


VAP Coordinator


VAP Incharge

2020-21

Name of the VAP:- "Resume Writing & Interview Skills"

Academic Year:- BSCHS Year 3

Duration:-30 hrs.

VAP Coordinator:- Yogesh Joshi

SYLLABUS/ COURSE CONTENT

Sr. No.	Course Content	Number of Hours
1.	Resume Writing – I	2
2.	Resume Writing – II	2
3.	Cover Letter Writing	2
4.	Researching the Organization	2
5.	Email Writing	2
6.	Preparing for an Interview	2
7.	Types of Interview	2
8.	Mock Interview Session – I	2
9.	Body Language & Posture	2
10.	The Art of the Handshake	2
11.	Dressing & Grooming	2
12.	Time Management	2
13.	Stress Management	2
14.	Thank You Email & Call Back	2
15.	Mock Interview Session – II	2

Joshi

VAP Coordinator

Keer

VAP Incharge

Date: 03/03/2021

Notice

All the students of BScHS Year 1, 2, and 3 are hereby informed to note that Value Added Programs have been arranged for the Academic Year 2020-21. These programs will run from 8th March to 25th March 2021 on all days except 11th March and Sundays.

Objectives: -

- To provide industry-relevant training to students.
- To improve general knowledge of the students.
- To bridge the gaps between industry and academics.
- To make students industry ready.
- To improve employability skills of students

Details of Value Added Courses are as under:

Sr.No.	Class	Name	Time	Coordinator
1	BScHS Year 1	Personality Development	03:00pm to 05:00pm	Devansh Desai
2	BScHS Year 2	Bartending	03:00pm to 05:00pm	Abhishek Rasal
3	BScHS Year 3	Resume Writing & Interview Skills	03:00pm to 05:00pm	Yogesh Joshi

All students are instructed to note the same and participate in these Value Added Programs as attendance is mandatory for all students. Students achieving above 80% attendance will be provided with certificates.

Please also note, link for the same will be shared in class whatsapp groups 10 minutes before class timings by relevant coordinator.

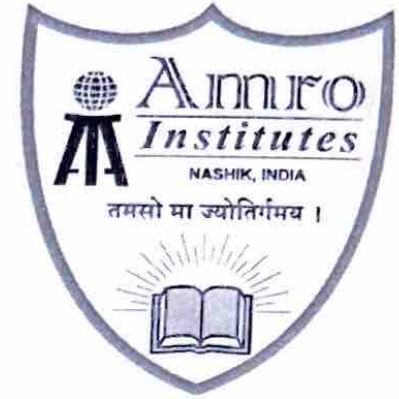

VAP Coordinators


VAP Incharge


Principal



CERTIFICATE of Participation



proudly presented to

Tadain Ansari

of BSCHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 8th to 25th March 2021, of 30 hours in the academic year 2020-2021.

Joohy

VAP CO-ORDINATOR

Reet

VAP IN-CHARGE

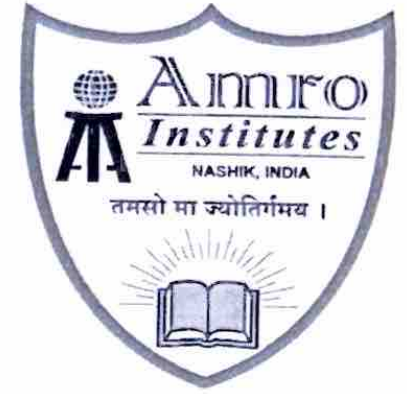
Rohit

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Joystan D' Souza

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 8th to 25th March 2021, of 30 hours in the academic year 2020-2021.

Joashy

VAP CO-ORDINATOR

Reet

VAP IN-CHARGE

Rohanshi

PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Takshi Kashid

of BScHS Year 3

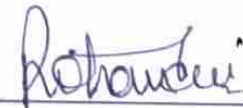
This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 8th to 25th March 2021, of 30 hours in the academic year 2020-2021.



VAP CO-ORDINATOR



VAP IN-CHARGE



PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Conan Pavey

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 8th to 25th March 2021, of 30 hours in the academic year 2020-2021.



Joshi

VAP CO-ORDINATOR

Reer

VAP IN-CHARGE

Rohanku

PRINCIPAL



CERTIFICATE of Participation



proudly presented to

Ayush Thapa

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 8th to 25th March 2021, of 30 hours in the academic year 2020-2021.

Josh

VAP CO-ORDINATOR

Reer

VAP IN-CHARGE

Rohasini

PRINCIPAL



Date: 29/03/2021

To,
The Principal,
Amro Institute of Management, Nashik

Subject: - Report of Value Added Program conducted on "Resume Writing & Interview Skills" from 8th to 25th March 2021.

Respected sir,

With reference to above mentioned subject Value Added Program on "Resume Writing & Interview Skills" from 8th to 25th March 2021 for the 3rd year students.

Faculty member Yogesh Joshi was the VAP Coordinator. The coordinator has delivered live demonstration on Resume Writing & Interview Skills as well as provided basic and helpful information regarding the same to the students. He also explained the importance of resume writing and how-tos to crack interviews.

In this VAP, 50 students has taken active participation and out of that 50 students are eligible to get certificates after assessment test.

As the coordinator for this event, I would like to thank Management, Principal, HOD, Teaching and Non-teaching staff and student volunteers for their continuous support and encouragement during the conduction of the Value Added Program.


Objectives:

- To teach students the various techniques to write a good resume.
- To create an understanding of the types of interviews.
- To gain confidence in answering interview questions.

Outcomes:

- Students can write their own resume.
- Students can prepare for an interview session.
- Students can answer common interview questions.

Thanking you


VAP Coordinator


VAP Incharge

2021-22

Name of the VAP:- “Resume Writing & Interview Skills”


Academic Year:- BSCHS Year 3

Duration:-30 hrs.

VAP Coordinator:- Gaurav Dixit

SYLLABUS/ COURSE CONTENT

Sr. No.	Course Content	Number of Hours
1.	Resume Writing – I	2
2.	Resume Writing – II	2
3.	Cover Letter Writing	2
4.	Researching the Organization	2
5.	Email Writing	2
6.	Preparing for an Interview	2
7.	Types of Interview	2
8.	Mock Interview Session – I	2
9.	Body Language & Posture	2
10.	The Art of the Handshake	2
11.	Dressing & Grooming	2
12.	Time Management	2
13.	Stress Management	2
14.	Thank You Email & Call Back	2
15.	Mock Interview Session – II	2


VAP Coordinator


VAP Incharge

Date: 20/01/2022

Notice

All the students of BScHS Year 1, 2, and 3 are hereby informed to note that Value Added Programs have been arranged for the Academic Year 2021-22. These programs will run from 24th January to 29th January 2022 for Year 1, Year 2, and Year 3. There will be no class on 26th January on account of Republic Day.

Objectives: -

- To provide industry-relevant training to students.
- To improve general knowledge of the students.
- To bridge the gaps between industry and academics.
- To make students industry ready.
- To improve employability skills of students


Details of Value Added Courses are as under:-

Sr.No.	Class	Name	Time	Coordinator
1	BScHS Year 1	Personality Development	09:00amto04:00pm	Yogesh Joshi
2	BScHS Year 2	Bartending	09:00amto04:00pm	Shivdas Kale
3	BScHS Year 3	Resume Writing & Interview Skills	09:00amto04:00pm	Gaurav Dixit

All students are instructed to note the same and participate in these Value Added Programs as attendance is mandatory for all students. Students achieving above 80% attendance will be provided with certificates.

Please also note, lunch break will be from 1pm to 2pm for all batches on these days.

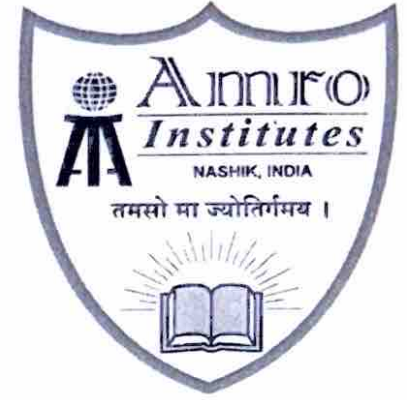

VAP Coordinators


VAP Incharge


Principal



CERTIFICATE of Participation



proudly presented to

Neha Bagut

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 24th to 29th January 2022, of 30 hours in the academic year 2021-2022.



VAP IN-CHARGE



VAP CO-ORDINATOR

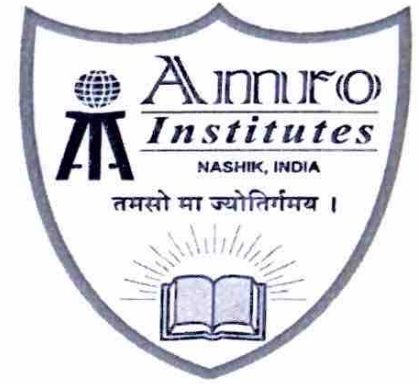


PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Pavan Darade

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 24th to 29th January 2022, of 30 hours in the academic year 2021-2022.


VAP CO-ORDINATOR

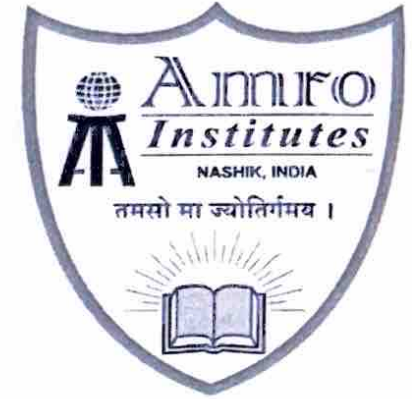

VAP IN-CHARGE


PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Ashish Divate

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 24th to 29th January 2022, of 30 hours in the academic year 2021-2022.



VAP CO-ORDINATOR



VAP IN-CHARGE

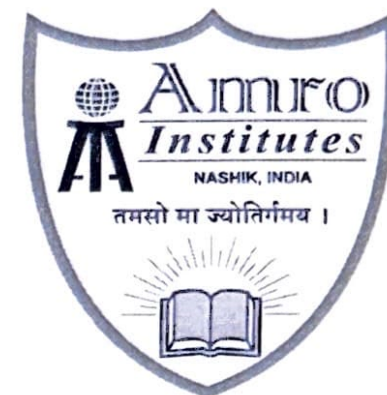


PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Harshal Jamdade

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 24th to 29th January 2022, of 30 hours in the academic year 2021-2022.



VAP CO-ORDINATOR



VAP IN-CHARGE



PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Rakesh Tungar

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 24th to 29th January 2022, of 30 hours in the academic year 2021-2022.


VAP CO-ORDINATOR


VAP IN-CHARGE


PRINCIPAL



Date: 01/02/2022

To,
The Principal,
Amro Institute of Management, Nashik

Subject: - Report of Value Added Program conducted on "Resume Writing & Interview Skills" from 24th January to 29th January 2022.

Respected sir,

With reference to above mentioned subject Value Added Program on "Resume Writing & Interview Skills" from 24th January to 29th January 2022 for the 3rd year students.

Faculty member Gaurav Dixit was the VAP Coordinator. The coordinator has delivered live demonstration on Resume Writing & Interview Skills as well as provided basic and helpful information regarding the same to the students. He also explained the importance of resume writing and how-tos to crack interviews.

In this VAP, 51 students has taken active participation and out of that 51 students are eligible to get certificates after assessment test.

As the coordinator for this event, I would like to thank Management, Principal, HOD, Teaching and Non-teaching staff and student volunteers for their continuous support and encouragement during the conduction of the Value Added Program.

Objectives:

- To teach students the various techniques to write a good resume.
- To create an understanding of the types of interviews.
- To gain confidence in answering interview questions.

Outcomes:

- Students can write their own resume.
- Students can prepare for an interview session.
- Students can answer common interview questions.

Thanking you


VAP Coordinator


VAP Incharge

2022-23

Name of the VAP:- “Resume Writing & Interview Skills”


Academic Year:- BScHS Year 3

Duration:-30 hrs.

VAP Coordinator:- Gaurav Dixit

SYLLABUS/ COURSE CONTENT

Sr. No.	Course Content	Number of Hours
1.	Resume Writing – I	2
2.	Resume Writing – II	2
3.	Cover Letter Writing	2
4.	Researching the Organization	2
5.	Email Writing	2
6.	Preparing for an Interview	2
7.	Types of Interview	2
8.	Mock Interview Session – I	2
9.	Body Language & Posture	2
10.	The Art of the Handshake	2
11.	Dressing & Grooming	2
12.	Time Management	2
13.	Stress Management	2
14.	Thank You Email & Call Back	2
15.	Mock Interview Session – II	2


VAP Coordinator


VAP Incharge



CERTIFICATE of Participation



proudly presented to

Tejas Deore

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 14th January 2023, of 30 hours in the academic year 2022-2023.


VAP CO-ORDINATOR


VAP IN-CHARGE


PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Rahul Jadhav

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 14th January 2023, of 30 hours in the academic year 2022-2023.



VAP IN-CHARGE



VAP CO-ORDINATOR



PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Vinit Jadhav

of BScHS Year 3

This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 14th January 2023, of 30 hours in the academic year 2022-2023.



VAP CO-ORDINATOR



VAP IN-CHARGE



PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Katyani Kanade

of BSCHS Year 3

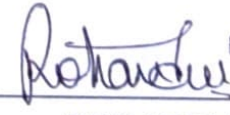
This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 14th January 2023, of 30 hours in the academic year 2022-2023.



VAP CO-ORDINATOR



VAP IN-CHARGE



PRINCIPAL





CERTIFICATE of Participation



proudly presented to

Riddhi Wagh

of BScHS Year 3

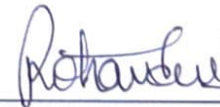
This is to certify that the above mentioned student has participated in the Value Added Program on "Resume Writing & Interview Skills" held from 10th to 14th January 2023, of 30 hours in the academic year 2022-2023.



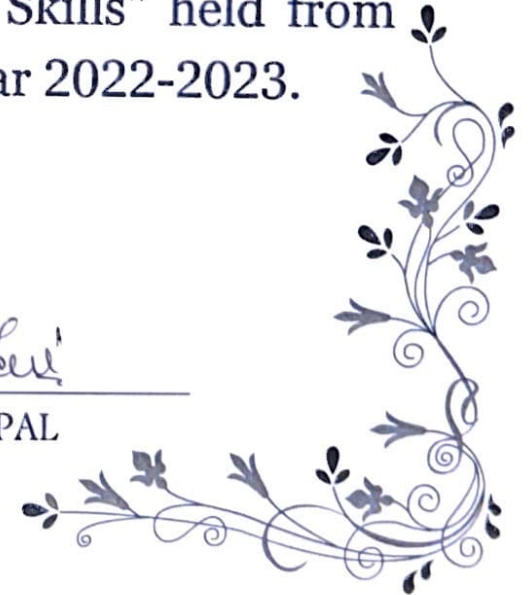
VAP CO-ORDINATOR



VAP IN-CHARGE



PRINCIPAL



Date: 27/01/2023

To,
The Principal,
Amro Institute of Management, Nashik

Subject: - Report of Value Added Program conducted on "Resume Writing & Interview Skills" from 10th to 14th January 2023.

Respected sir,

With reference to above mentioned subject Value Added Program on "Resume Writing & Interview Skills" from 10th to 14th January 2023 for the 3rd year students.

Faculty member Gaurav Dixit was the VAP Coordinator. The coordinator has delivered live demonstration on Resume Writing & Interview Skills as well as provided basic and helpful information regarding the same to the students. He also explained the importance of resume writing and how-tos to crack interviews.

In this VAP, 18 students has taken active participation and out of that 18 students are eligible to get certificates after assessment test.

As the coordinator for this event, I would like to thank Management, Principal, HOD, Teaching and Non-teaching staff and student volunteers for their continuous support and encouragement during the conduction of the Value Added Program.

Objectives:

- To teach students the various techniques to write a good resume.
- To create an understanding of the types of interviews.
- To gain confidence in answering interview questions.

Outcomes:

- Students can write their own resume.
- Students can prepare for an interview session.
- Students can answer common interview questions.

Thanking you


VAP Coordinator


VAP Incharge

Life Skills





Amro Institute of Management

"Surajkund", Gat No 64/3, Mumbai-Nashik Highway, Rajur Bahula, Nashik-422010
+91-9225142826 / 27

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Women's Day Celebration
Date	Every year on 8 th of March.
Beneficiaries	Students- All Female Students Faculty- All Female Staff
Venue	Amro Institute of Management
Brief Report	The female faculty, staff, and students were celebrated through special competitions specially designed for them. Commemoration gifts were also presented.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandhi
Principal

PRINCIPAL
AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.








Amro Institute of Management

"Surajkund", Gat No 64/3, Mumbai-Nashik Highway, Rajur Bahula, Nashik-422010
+91-9225142826 / 27

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Amro College of Hotel Management | A Unit Of Suraj Educational Society | A Linguistic Minority College



Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Tree Plantation
Date	Every year on 26 th January
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Students and teachers participated in planting trees and flowering plants around the campus.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandus
Principal

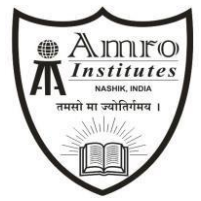
PRINCIPAL
AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.








Amro Institute of Management

"Surajkund", Gat No 64/3, Mumbai-Nashik Highway, Rajur Bahula, Nashik-422010
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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Blood Donation
Date	Every year on 15 th August
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Annual Blood Donation drive was conducted on campus. This was open for students, faculty and staff, alumni, as well as outsiders. Breakfast and tea was provided to those who donated blood.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandhi
Principal

PRINCIPAL
AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.








Amro Institute of Management

"Surajkund", Gat No 64/3, Mumbai-Nashik Highway, Rajur Bahula, Nashik-422010
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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Swatch Bharat Abhiyan
Date	Every year on 3 rd October
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Students cleaned their campus to ensure their part in keeping nature clean. Students were also shown a presentation on the importance of not littering in public.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandus
Principal

PRINCIPAL
AMRO INSTITUTE OF MANAGEMENT
RAJUR BAHULA, NASHIK-422 010.








Amro Institute of Management

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Rally on Health Awareness
Date	Every year on 7 th April
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Students were explained the importance of health, and the various ways they can look after it include healthy diet, exercise, and stress management by taking out rally on World Health Day related to awareness regarding health.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandhi
Principal

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Higher Education Awareness at Schools and Jr. Colleges
Date	Every year multiple times as and when required
Beneficiaries	Students- All Faculty- All
Venue	Various Schools and Jr. Colleges
Brief Report	Awareness Camp was conducted for students of various Schools and Junior Colleges about career opportunities in the hospitality industry and beyond.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohankumar
Principal

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Traffic Rules Awareness
Date	Every year as per Traffic Departments Circulars.
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	A presentation on traffic rules, and a second on the importance of wearing a helmet, were shown to students, followed by a quiz to test their knowledge.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohandus
Principal

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Foundation Day
Date	Every year on 2 nd August
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Foundation Day of the college (2nd August) was celebrated with cultural performances by students and faculty, academic awards, sports awards, and a yearly overview speech by the Principal
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohankshi
Principal

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Republic Day
Date	Every year on 26 th January
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Republic Day was celebrated in college. Students planned the event, invited guests, gave speeches, had performances, prepared a themed meal, and served guests.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohit
Principal

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Activity Report	
Academic Year	2018-19 to 2022-23
Name of the Activity	Independence Day
Date	Every year on 15 th August
Beneficiaries	Students- All Faculty- All
Venue	Amro Institute of Management
Brief Report	Republic Day was celebrated in college. Students planned the event, invited guests, gave speeches, had performances, prepared a themed meal, and served guests.
Photographs 2018-19	
Photographs 2019-20	
Photographs 2020-21	
Photographs 2021-22	
Photographs 2022-23	



Rohit
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ICT/ Computing Skills




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Activity Report	
Academic Year	2018-19
Name of the Activity	NAAC Accreditation Process
Date	11/08/2018
Beneficiaries	Teaching Staff- 9 Non-Teaching Staff-4
Venue	Amro Institute of Management
Brief Report	A seminar to educate and inform the staff on the NAAC accreditation process was conducted.
Photographs	



Roshanbhai
Principal

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Activity Report	
Academic Year	2019-20
Name of the Activity	Google Tools Usage
Date	19/08/2019
Beneficiaries	Teaching Staff- 9 Non-Teaching Staff-4
Venue	Amro Institute of Management
Brief Report	A seminar to educate and inform the staff on Google Tools, and how to use them.
Photographs	



Rohankumar
Principal

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Activity Report	
Academic Year	2020-21
Name of the Activity	Online Teaching- Learning Methods
Date	01/03/2021
Beneficiaries	Teaching Staff- 9
Venue	Amro Institute of Management
Brief Report	Faculty attended a session to learn about various teaching tools available for online classes, focusing on how to maximize learning for students
Photographs	



Rohankumar
Principal

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Activity Report	
Academic Year	2020-21
Name of the Activity	University Admission and Exam Software Training
Date	06/03/2021
Beneficiaries	Non-Teaching Staff- 4
Venue	Amro Institute of Management
Brief Report	A session was conducted to help staff learn about, or refresh, their training on how to log into and fill in university forms and exam registrations for/with students
Photographs	



Roshanbhai
Principal

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Activity Report	
Academic Year	2021-22
Name of the Activity	UGC Care- Research Paper Publication
Date	12/08/2021
Beneficiaries	Teaching Staff- 9
Venue	Amro Institute of Management
Brief Report	Faculty attended a session to learn about how to write papers for publishing, as well as understand what is a UGC Care publication
Photographs	



Roshanbhai
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Activity Report	
Academic Year	2021-22
Name of the Activity	MAHA-DBT Software Training
Date	06/04/2022
Beneficiaries	Non-Teaching Staff- 4
Venue	Amro Institute of Management
Brief Report	A session was conducted to provide staff with training on how to use the MAHA-DBT software effectively.
Photographs	



Rohini
Principal

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Activity Report	
Academic Year	2022-23
Name of the Activity	Guidelines on PBAS
Date	17/07/2022
Beneficiaries	Teaching Staff- 9
Venue	Amro Institute of Management
Brief Report	Faculty attended a session to learn Performance Based Appraisal System (PBAS) and UGC Regulations on Minimum Qualifications for Appointment of Teachers in Colleges and measures for the Maintenance of Standards in Higher Education.
Photographs	



Rohini
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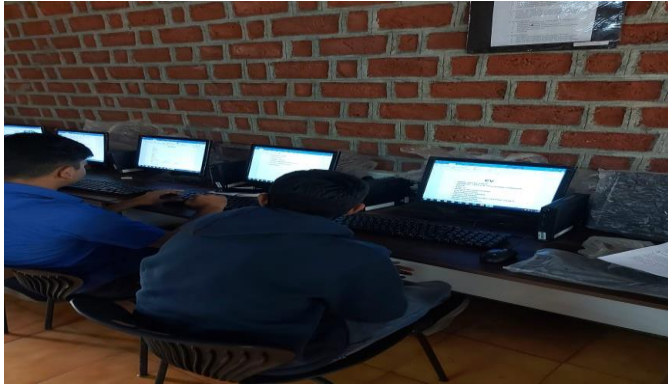


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Activity Report	
Academic Year	2022-23
Name of the Activity	Website Updation Training
Date	11/08/2022
Beneficiaries	Non-Teaching Staff- 4
Venue	Amro Institute of Management
Brief Report	Staff were given training on how to make updates, changes, and alterations to the website
Photographs	



Rohini
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