



SUPPORTING DOCUMENTS

3.2.2

**NUMBER OF WORKSHOPS/SEMINARS CONDUCTED ON RESEARCH
METHODOLOGY, INTELLECTUAL PROPERTY RIGHTS (IPR) AND
ENTREPRENEURSHIP DURING THE YEAR**



HOW TO BUILD AN AMAZING RESUME/CV

On October 19, 2022, the Department of English at St. Bede's College organised an online presentation on "How to Build an Amazing Resume/ CV". The presentation aimed to help the students understand how to create an effective Resume/ Curriculum Vitae for job applications. The presentation was conducted by Dr. Deepika Pant, Assistant Professor, Department of English Kumaun University, Nainital, Uttarakhand.

Session Overview: Dr. Deepika Pant started the session by introducing the importance of a Resume/ Curriculum Vitae in job applications. She explained the significance of presenting oneself effectively on paper and how a well-crafted Resume/ CV can make all the difference in getting shortlisted for a job interview.

Dr. Pant then focused on the key elements of a Resume/ CV, such as personal details, educational qualifications, work experience, skills, achievements, and references. She shared some examples of effective Resumes/ CVs and explained how to customize them according to the requirements of different countries and job profiles.

The students were given practical tips on how to write their Resume/ CV, such as using simple language, highlighting their strengths, and tailoring their Resume/ CV to suit the job they are applying for. Dr. Pant also stressed the importance of being truthful while writing a Resume/ CV, as any false information can have serious consequences.

Interactive Session: After the presentation, the session was opened up for an interactive discussion, where students were encouraged to ask questions and share their views. The students asked various questions related to building an effective Resume/ CV. Dr. Pant answered the questions in detail and provided some valuable insights.

Outcome- The session was interactive, and provided practical tips that students can use to improve their Resume/ CV writing skills. The students gained a better understanding of the key elements of a Resume/ CV, such as personal details, educational qualifications, work experience, skills, achievements, and references. They are now aware of the importance of presenting themselves effectively on paper and how a well-crafted Resume/ CV can make all the difference in getting shortlisted for a job interview.



ST BEDE'S COLLEGE

DEPARTMENT OF ENGLISH

is organising an online session on

**"How to build an
amazing resume/CV"**

WITH

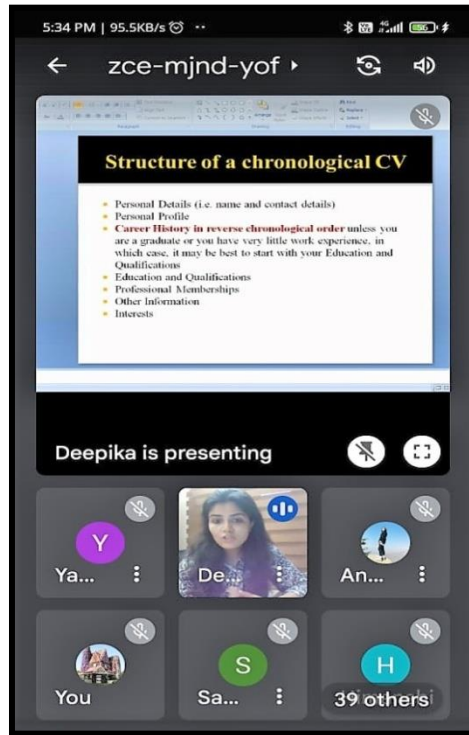
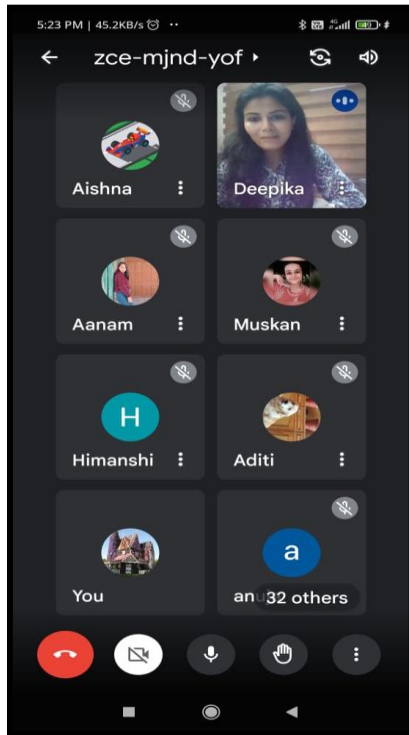
DR. DEEPIKA PANT

Assistant Professor,
Department of English,
Kumaun University,
Nainital.




Wednesday, October 19, 2022
5:15pm onwards

Brochure



Online Presentation on “How to Build an Amazing Resume/ CV” (October 19, 2022)



The Department of English
St. Bede's College, Shimla

ATTENDANCE SHEET (2022-23)

Name of the activity: Online Presentation on “How to Build an Amazing Resume/ CV”
 Organised by: Department of English
 Date: October 19, 2022
 No. of students participated: 30

Sl.No	Name	Signature
1	Aastha Chandel	
2	Abha Tanwar	
3	Aslesha Garg	
4	Ayushi Punia	
5	Barkha Sharma	
6	Divyanshi Sharma	
7	Dickey Lambo	
8	Diya Verma	
9	Gunjan	
10	Harshika Sharma	
11	Komal Bhambhu	
12	Mrinal	
13	Muskan	
14	Muskan Rekta	
15	Nisha Rana	
16	Rosy Rashid	
17	Sehar Sethi	
18	Sejal Chauhan	
19	Sejal Mohan	
20	Shivani	
21	Stuti Sood	
22	Tamanna Chauhan	
23	Kajal Shukla	
24	Mehak Nayak	
25	Ritika	
26	Ritisha Raj	
27	Sara Verma	
28	Achal Sharma	
29	Nandini	
30	Avantika Negi	

Attendance Sheet