

About the Institution

Malla Reddy Engineering College Autonomous is one of the reputed engineering colleges in Hyderabad, Telangana. **MREC (A)** is part of Malla Reddy Group of Institutions (MRGI), founded by Sri. Ch. Malla Reddy, currently Hon'ble Minister, Labor and employment, Factories, Women and Child Welfare and Skill Development, Govt. of Telangana State. The college is situated in a serene, lush green environment in Maisammaguda, Gundlupochampally, Medchal(M), Medchal-Malkajgiri District Telangana- 500100.

The college was established in 2002 and is an autonomous institution approved by UGC and affiliated to JNTUH. The college is UGC-accredited by NAAC with 'A' Grade (II cycle) and was conferred autonomous status by JNTUH in 2011 and by UGC in 2014 for a period of 6 years. Our eligible UG and PG programs received NBA accreditation and some of them received reaccreditation too. The college caters to wide ranging aspirations and goals of student communities by offering new courses in **UG- Cyber Security, Artificial Intelligence and Machine Learning, Data Science and IOT** along with programs in various streams of Engineering & Technology and Management. It boasts of world-class infrastructure and well-equipped laboratories in all departments and is skillfully and smartly guided by **Dr.S.Sudhakara Reddy, Principal, MREC (A)** who have a rich teaching and industrial experience.

Advisory Committee:

Chief Patrons: Sri. Ch. Malla Reddy, Minister-

Telangana State-India.

Founder Chairman

Malla Reddy Group of Institutions

Patrons: Sri.Ch. Mahender Reddy,

Secretary, MRGI

Dr.Ch.Bhadra Reddy

President, MRGI

Co-Patrons: Dr.A.Ramaswami Reddy,

Director, MREC (A)

Co-Patrons: Dr.A.Raveendra,

Principal, MREC (A)

Convener: Dr. Deena Babu Mandru,

HOD IT

Coordinator: Mr.G.Sathish

Assistant Professor, IT

Organizing Committee:

Mr.A.Venkatrami Reddy, Assistant Professor, IT

Ms.T.Swapna, Assistant Professor, IT

Ms.P.Swapna, Assistant Professor, IT

Mr.E.Srinath, Assistant Professor, IT

Mr.M.Seshanna, Assistant Professor, IT



*A 35 hours online Training program
(Value added Course)*

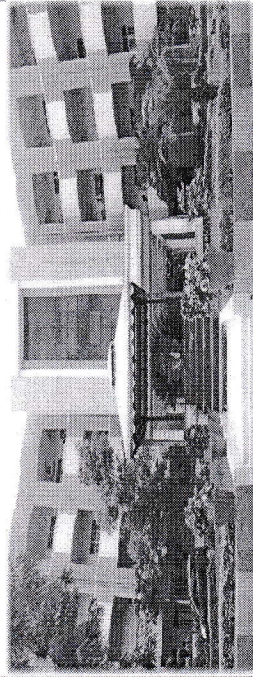
On

“Soft Skill Training”

(02-09-2020 to 17 -11- 2020)

In Association with

Focus Academy for Career Enhancement



Organized by

Department of

Information Technology

MALLA REDDY ENGINEERING COLLEGE

(AUTONOMOUS) MAIN CAMPUS

An UGC Autonomous Institution, Approved by

AICTE & Affiliated to JNTUH-Hyderabad

Reaccredited by NAAC with 'A' Grade (II Cycle)

Maisammaguda(H), Gundlupochampally (V),

Medchal (M), Medchal - Malkajgiri District

Telangana - 500100, India.

Principal
Malla Reddy Engineering College
(Autonomous)
Maisammaguda, Dhulapally,
508st Via Kempally, Sec'bad-500 100

- ▶ Conduct effective business correspondence and prepare business reports which produce results.
- ◆ Become self-confident individuals by mastering inter-personal skills, team management skills, and leadership skills.

Topics to be covered

Communication

- ❖ Active listening, excellent presentation and Writing capabilities. Compressive testing.

Critical Thinking

- ❖ Using imagination, reasoning, Fatigue Testing

Social Skills

- ❖ Handle Situations when dealing with people, Torsion testing

Adaptability

- ❖ pick up on new technologies and adjust to changing business surroundings Bending Test

Certificate

After successful completion of the course the certificates shall be issued to the participants.

Outcome of the program

Emotional maturity and emotional health – learning to handle emotions including tolerance and behavioural responses, building positive friendships and bonding with peers and classmates, learning to show understanding and to demonstrate respect for the opinions, personal space and beliefs of others.

ABOUT THE DEPARTMENT

The Department of Information Technology was established in 2007 with intake of 60 Students and with specific Vision, Mission and Goals. From the day college was affiliated to Jawaharlal Nehru Technological University, Hyderabad (JNTUH) and recognized by AICTE, New Delhi the Department works under the Rules and Regulations JNTUH and AICTE. The course curriculum proposed by the JNTUH will be implemented strictly. However, if required the Department proposes modifications or inclusions of new courses in the curriculum to the JNTUH for consideration.

Overview of the Programme

Soft skills, sometimes referred to as “professional skills”, are the essential enablers of business analysis - independent of technical or industry specific skills and knowledge.

Soft skills are extremely valuable to any organization - and are often in short supply.

Stakeholders at every level of the organization rely on thorough, objective, accurate business analysis and the resulting business requirements and supporting business cases for decisions regarding changes in business processes and business systems.

Objectives of the Programme

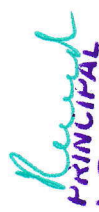
- ◆ By the end of the soft skills training program, the students should be able to: Develop effective communication skills (spoken and written).
- ◆ Develop effective presentation skills.

Name of the Participant :-----
 Branch & Year :-----
 Name of Institution:-----
 Address for Communication:-----

Mobile Number:-----
 Email ID:-----

DECLARATION:
 Information furnished above is true to best of my Knowledge.

Signature of Applicant


PRINCIPAL
Maisamma Reddy Engineering College
(Autonomous)
Maisammaguda, Dhulapally,
(Post Via Kompally), Sec'bad-500 100



MALLA REDDY ENGINEERING COLLEGE (AUTONOMOUS)

(Affiliated to Jawaharlal Nehru Technological University, Hyderabad)

Maisammaguda, Dhulapally, (Post via Kompally), Secunderabad-500 100.

DEPARTMENT OF INFORMATION TECHNOLOGY

REQUISITION LETTER

Date: 26.08.2020

To

The Principal,
Malla Reddy Engineering College (Autonomous),
Maisammaguda, Dhulapally,
Secunderabad – 500100.

Sub-Seeking Permission to Conduct online training programs on “SOFT SKILLS TRAINING”- Reg.

Respected Sir,

In connection with the online training programs being organized to get knowledge on **SOFT SKILLS**. On behalf of IT department, I requested you to grant permission to organizing the 35 Hours **Training program** on “**SOFT SKILLS TRAINING**” from 02-09-2020 to 17 -11- 2020.

So kindly I request you to grant permission to conduct the Seminar in the above said date.

Thank you Sir,


Principal
Malla Reddy Engineering College
(Autonomous)
Maisammaguda, Dhulapally,
(Post Via Kompally), Sec'bad-500 100

Yours sincerely,


HoD -IT

Date: 26.08.2020

To
Focus Academy for Career Enhancement,
Somajiguda, Hyderabad,
Telangana - 500041.


Sub: Invitation for being a resource person for the online Training program - "SOFT SKILLS TRAINING 2020".

Reference: Our telephonic conversation for your consent.

Respected Sir,

I am glad to inform that as per the plan, our institute is organizing the 35 Hours online Training program on "SOFT SKILLS TRAINING". in Department of Information Technology from 02-09-2020 to 17 -11- 2020. In this regard, we hereby request you to be a resource person to share your knowledge with the participants of the said program. We request your presence on Sep 2nd 2020.

Thanking You


Principal
PRINCIPAL
Malla Reddy Engineering College
(Autonomous)
Maisammaquda, Dhulanattu
Post Vi-

Dear Sir / Madam,

Greetings from Malla Reddy Engineering College (MREC)

It is our great pleasure to inform you that the the 35 Hours **Training program** on “**SOFT SKILLS TRAINING**”. is organized by Department of Information Technology during 02.09.2020 to 07.11.2020 at Malla Reddy Engineering College (Autonomous) - Hyderabad.

Talks are delivered by experts from Focus Academy for Career Enhancement, Somajiguda, Hyderabad,

Highlights of the Course

- * Soft Skills To Focus On In Online Training
- * Problem Solving
- * Time Management
- * Project Management/Leadership
- * Decision Making

Please find attached the brochure of the Training program.

Target group: B.Tech students.

For additional information please contact:

Mr.G.Sathish (Mb: +91 8008537958)

Mr. A. Venkatrami Reddy (Mb: +91 7993693680)

Email: ithod@mrec.ac.in


PRINCIPAL
Malla Reddy Engineering Colleg.
(Autonomous)
Maisammaguda, Dhulapally,
(Post Via Kompally), Sec'bad-500 100

INVITATION

Online Training programs

On

SOFT SKILLS TRAINING

It gives me immense pleasure to inform that the Department of Information Technology of Malla Reddy Engineering College (Autonomous) is organizing a one week Training program on "SOFT SKILLS" during 02-09-2020 to 17-11-2020.

Inaugural schedule:

02/09/2020

03:00 PM: Inviting Dignitaries to the dais

03:05 PM: Lighting of Lamp

03:05 PM: Opening Note by Dr. Deena Babu Mandru, HOD, IT.

03:10 PM: Welcome Address by Dr. A. Rama swami Reddy, Director, MREC(A)

03:15 PM: Vote of thanks by Mr. G. Sathish, Event Co-ordinator

03:20 PM: Handing over the session to resource personal, Training Begins.

Resource Personals:


Mr. N. Ravi Shankar
Soft Skills Trainer

Coordinators:

Mr. G. Sathish
Assistant Professor,
Department of IT.

Mr. A. Venktrami Reddy
Assistant Professor,
Department of IT.

Organised By: Department of Information Technology ,
Malla Reddy Engineering College (Autonomous), Hyderabad.


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MALLA REDDY ENGINEERING COLLEGE

(Autonomous)
Maisammaguda, Dhulapally (Post via Kompally), Secunderabad - 500 100.
(UGC Autonomous Institution, Affiliated to JNTUH, Accredited 2nd time by NAAC with 'A' Grade)



Certificate of Completion

This is to certify that Mr. /Ms. B.YASHASWINI
bearing Roll No 19J41A1209 has successfully completed Certificate / Value
Added Course / Workshop on “SOFT SKILLS TRAINING” conducted by the
Department of Information Technology, from 02-09-2020 to 17-11-2020

With the collaboration of “Schema Technologies”.


COORDINATOR


HOD

Head
Dept. of Information Technology
Malla Reddy Engg. College (A)
Maisammaguda-500 100.




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Malla Reddy Engineering College
(Autonomous)
Maisammaguda, Dhulapally,
(Post Via Kompally), Sec'bad-500 100



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Maisammaguda, Dhulapally (Post via Kompally), Secunderabad - 500 100.

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Certificate of Completion

This is to certify that Mr. /Ms. A.AKASH DAS bearing

Roll No 19J41A1208 has successfully completed Certificate / Value Added
Course / Workshop on “SOFT SKILLS TRAINING” conducted by the

Department of Information Technology, from 02-09-2020 to 17-11-2020

With the collaboration of “Schema Technologies”.


COORDINATOR

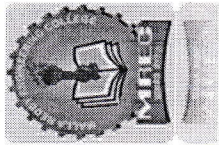
HOD
Head

Dept. of Information Technology
Malla Reddy Engg. College (A)
Maisammaguda-500 100.


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Maisammaguda, Dhulapally,
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MALLA REDDY ENGINEERING COLLEGE

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Maisammaguda, Dhulapally (Post via Kompally), Secunderabad - 500 100.

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Certificate Of Completion

This is to certify that Mr. /Ms. G.SAI SHARAN bearing

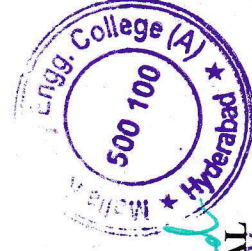
Roll No 19J41A1225 has successfully completed Certificate / Value Added
Course / Workshop on “SOFT SKILLS TRAINING” conducted by the
Department of Information Technology, from 02-09-2020 to 17-11-2020

With the collaboration of “Schema Technologies”.


COORDINATOR

HOD

Head
Dept. of Information Technology
Malla Reddy Engg. College (A)
Maisammaguda-500 100.




PRINCIPAL

Malla Reddy Engineering College
(Autonomous)
Maisammaguda, Dhulapally,
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MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhulapally (Post via Kompally), Secunderabad - 500 100.

(UGC Autonomous Institution, Affiliated to JNTUH, Accredited 2nd time by NAAC with 'A' Grade)



Certificate of Completion

This is to certify that Mr. /Ms. A.MANASA bearing

Roll No 19J41A1201 has successfully completed Certificate / Value Added
Course / Workshop on “SOFT SKILLS TRAINING” conducted by the
Department of Information Technology, from 02-09-2020 to 17-11-2020

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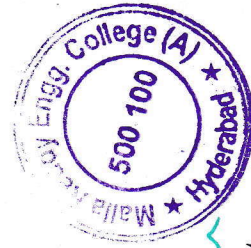

COORDINATOR


HOD

Head
Dept. of Information Technology
Malla Reddy Engg. College (A)
Maisammaguda-500 100.


PRINCIPAL

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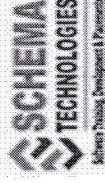


MALLA REDDY ENGINEERING COLLEGE

(Autonomous)

Maisammaguda, Dhulapally (Post via Kompally), Secunderabad - 500 100.

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Certificate Of Completion

This is to certify that Mr. /Ms. B.SUDHEEP bearing

Roll No 19J41A1210 has successfully completed Certificate / Value Added
Course / Workshop on “SOFT SKILLS TRAINING” conducted by the
Department of Information Technology, from 02-09-2020 to 17-11-2020

With the collaboration of “Schema Technologies”.


COORDINATOR


HOD

Head
Dept. of Information Technology
Malla Reddy Engg. College (A)
Maisammaguda-500 100.


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