



CHANDRAKANTI RAMAWATI DEVI ARYA MAHILA P.G. COLLEGE

चन्द्रकान्ति रामावती देवी आर्य महिला पी.जी. कॉलेज

(Accredited by NAAC)

दीवान बाजार, गोरखपुर (उत्तर प्रदेश)

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Address: New Colony, Dewan Bazar Gorakhpur -273001

**Chandrakanti Ramawati Devi Arya Mahila P.G.
College**

(Affiliated To DDU Gorakhpur University, Gorakhpur)

(Accredited to NAAC)

“Fruits and Vegetable Cutting Program”

Date:- 12/27/2022

Chief Guest – Dr. Sarika Jaiswal

Time: - 10:30 AM

Place – ICT LAB

Principal
Chandrakanti Ramawati Devi
Arya Mahila P.G. College
Gorakhpur



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Address: New Colony, Dewan Bazar Gorakhpur -273001

Circular Letter

Subject: Scheduled Fruit and Vegetable Cutting on December 26, 2022

Dear [Team/Staff/Colleagues],

We hope this message finds you well. This is to inform you that a fruit and vegetable cutting session will be held on **December 27, 2022**. This initiative aims to prepare fresh ingredients for our upcoming events and promote teamwork among our staff.

Details of the Event:

- **Date:** December 27, 2022
- **Time:** [Insert Start Time] to [Insert End Time]
- **Location:** [Specify Location]
- **Participants:** All staff are encouraged to participate.

Please bring any necessary tools you might need, such as knives, cutting boards, and containers for the cut fruits and vegetables. We will provide refreshments during the session to keep everyone energized!

Your participation is important, and we look forward to seeing everyone come together for this fun and productive activity.

Best regards,

Principal
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Introduction

On December 27, 2022, [Your Organization/Department Name] organized a fruit and vegetable cutting program aimed at preparing fresh ingredients for upcoming events and fostering teamwork among staff. The event was well-received and successfully executed, showcasing enthusiasm and collaboration.

Objectives

1. To prepare fruits and vegetables for upcoming events.
2. To promote teamwork and collaboration among staff.
3. To encourage healthy eating habits by highlighting fresh produce.

Attendance

The program was attended by [number of participants] staff members from various departments. The diverse participation enhanced team bonding and encouraged a spirit of cooperation.

Activities Conducted

- **Preparation:** Participants gathered at [insert location] at [insert time]. Necessary tools and ingredients were organized for efficient cutting and preparation.
- **Cutting Session:** Under guidance, staff members engaged in cutting and preparing a variety of fruits and vegetables, including [list some examples, e.g., carrots, bell peppers, apples, etc.].
- **Team Building:** Throughout the session, team-building activities were integrated to enhance camaraderie among participants.

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Student List

1	Km. Savita Kumari
2	Km. Anshu Paswan
3	Km. Divyani Yadav
4	Km. Shreya Chaudhary
5	Km. Surbhi Gupta
6	Km. Anjali Gound
7	Km. Babli
8	Km. Vidyawati
9	Km. Manshi Rajhbar
10	Zoya Sayeed
11	Km. Ankita Srivastava
12	Km. Muskan Bano
13	Km. Akasha Ikbali
14	Km. Archana Sharma
15	Km. Kaynath Khatoon
16	Km. Ambika Maddeshiya
17	Km. Vaishali Gupta
18	Km. Pooja Yadav
19	Km. Babita Yadav
20	Km. Nahida Khatoon

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**“How to crack competitive exam in Different Fields
Program”**

Date:- 23/02/2023

Chief Guest – S.P Singh & Ashish Srivastva

Time: - 10:00 AM

Place – ICT LAB

Principal
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Address: New Colony, Dewan Bazar Gorakhpur -273001

Circular Letter

Subject: Workshop on Cracking Competitive Exams in Various Fields – February 22, 2023

Dear [Team/Students/Colleagues],

We are pleased to announce an upcoming workshop titled “**How to Crack Competitive Exams in Different Fields,**” scheduled for **February 23, 2023**. This session aims to equip participants with strategies, tips, and resources to excel in various competitive examinations.

Details of the Workshop:

- **Date:** February 23, 2023
- **Time:** [Insert Start Time] to [Insert End Time]
- **Location:** [Specify Location]
- **Facilitator:** [Name of the Expert/Facilitator]
- **Eligibility:** [Specify any eligibility criteria, if applicable]

Agenda:

1. Understanding different types of competitive exams.
2. Effective study techniques and time management.
3. Tips for enhancing problem-solving skills.
4. Mock test sessions and analysis.
5. Q&A session for personalized guidance.

We encourage all interested participants to attend this informative workshop, whether you are preparing for civil services, entrance exams, or any other competitive fields. Your participation will enhance your preparation strategies and boost your confidence.

Please confirm your attendance by [RSVP date] to ensure we make the necessary arrangements.

We look forward to seeing you there!

Best regards,

Introduction


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On February 23, 2023, [Your Organization/Department Name] successfully conducted a workshop titled **“How to Crack Competitive Exams in Different Fields.”** The workshop aimed to provide participants with valuable insights, strategies, and resources to enhance their preparation for various competitive examinations.

Objectives

1. To familiarize participants with different types of competitive exams.
2. To share effective study techniques and time management strategies.
3. To enhance problem-solving skills through practical exercises.
4. To create an interactive platform for questions and personalized guidance.

Attendance

The workshop was attended by [number of participants] students/professionals from diverse backgrounds, indicating strong interest and engagement in competitive exam preparation.

Workshop Highlights

- **Expert Insights:** The session was led by [Name of the Expert/Facilitator], who shared their extensive experience and expertise in preparing for competitive exams.
- **Interactive Sessions:** Participants engaged in discussions about their challenges and experiences, fostering a supportive learning environment.
- **Study Techniques:** The facilitator introduced effective study methods, including active learning, regular revision, and the use of study groups.
- **Mock Test Activity:** A mock test was conducted, allowing participants to practice under exam conditions and receive immediate feedback.
- **Q&A Session:** An interactive Q&A session provided participants with personalized advice on their preparation strategies.

Conclusion

The workshop on February 23, 2023, was a significant success, achieving its goals of informing and empowering participants in their preparation for competitive exams. The engagement and enthusiasm displayed by attendees highlight the need for more such initiatives.

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2	Km. Pooja
3	Km. Nidhi Yadav
4	Km. Mohani Sahani
5	Km. Ashma Khatoon
6	Km. Shalu Gound
7	Km. Sonam Singh
8	Km. Gyanti Kumari
9	Km. Simran Gupta
10	Km. Pushpanjali Diwakar
11	Km. Archana Nishad
12	Km. Aliya Parveen
13	Km. Kritika Sharma
14	Km. Archana Yadav
15	Km. Shivani Jaiswal
16	Km. Madhuri Sahani
17	Km. Shivangi Sonkar
18	Km. Ragini Tripathi
19	Km. Mantasha Rahmani
20	Km. Yachana Sahani

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**“Communication and Professional Skill Development
Program”**

Date:- 24/04/2023

Chief Guest – Miss Akriti

Time: - 10:30 AM

Place – ICT LAB

Principal
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Circular Letter

Subject: Workshop on Communication and Professional Skill Development – April 23, 2023

Dear [Team/Staff/Colleagues/Students],

We are excited to announce an upcoming workshop on **Communication and Professional Skill Development** scheduled for **April 24, 2023**. This workshop aims to enhance your communication abilities and equip you with essential professional skills that are critical in today's workplace.

Details of the Workshop:

- **Date:** April 24, 2023
- **Time:** [Insert Start Time] to [Insert End Time]
- **Location:** [Specify Location]
- **Facilitator:** [Name of the Expert/Facilitator]
- **Eligibility:** [Specify any eligibility criteria, if applicable]

Workshop Agenda:

1. Understanding the importance of effective communication.
2. Techniques for improving verbal and non-verbal communication skills.
3. Strategies for professional networking and relationship building.
4. Teamwork and collaboration exercises.
5. Interactive Q&A session to address individual concerns.

We encourage all interested participants to take advantage of this opportunity to develop skills that will benefit both personal and professional growth. Your active participation will contribute to a dynamic and engaging learning environment.

Please confirm your attendance by [RSVP date] to help us with the necessary arrangements.

We look forward to your participation!

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Introduction

On April 24, 2023, [Your Organization/Department Name] successfully conducted a workshop focused on **Communication and Professional Skill Development**. The workshop aimed to enhance participants' communication abilities and equip them with essential skills for professional growth.

Objectives

1. To improve effective communication skills among participants.
2. To provide strategies for professional networking and relationship building.
3. To foster teamwork and collaboration skills.
4. To create an interactive environment for sharing experiences and learning.

Attendance

The workshop attracted [number of participants] attendees, including staff members and students from various backgrounds, showcasing a strong interest in personal and professional development.

Workshop Highlights

- **Expert Facilitation:** The session was led by [Name of the Expert/Facilitator], who brought valuable insights and practical experiences to the discussion.
- **Engaging Activities:** Participants engaged in interactive exercises, including role-playing scenarios and group discussions, which facilitated hands-on learning.
- **Communication Techniques:** The facilitator covered various techniques to enhance verbal and non-verbal communication, including active listening and effective body language.
- **Networking Strategies:** Participants learned how to build professional relationships and the importance of networking in career advancement.
- **Q&A Session:** An open Q&A session allowed attendees to seek personalized advice and share their experiences related to communication challenges.

Conclusion

The workshop on April 24, 2023, was a significant success, meeting its objectives of improving communication and professional skills. The enthusiasm and engagement displayed by participants highlight the value of such developmental initiatives.

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4	Km. Muskan Kanujiya
5	Km. Shweta Verma
6	Km. Aditi Shukla
7	Km. Sakina Katoon
8	Km. Saniya Sharma
9	Km. Santoshi Sahani
10	Km. Shilpi
11	Km. Anamika Sharma
12	Km. Nisha Gupta
13	Km. Ritika Verma
14	Km. Karishma Chaursiya
15	Km. Paridhi
16	Km. Priyanka Sahani
17	Km. Anjum Nisha
18	Km. Anjali
19	Km. Kushi
20	Km. Pooja Pathak

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