

# WEBINAR REPORT

on

## “Capacity Building and Personality Building Program”

Funded and Supported by

**National Commission for Women, New Delhi**



Organized by

### **RV Institute of Management**

CA 17, 36th Cross, 26th main

4th T block, Jayanagar,

Bangalore – 560041



26<sup>th</sup> April, 2022

**Coordinator: Dr. Padmalini Singh, Associate Professor, RV Institute of Management**



## **Webinar Report on “Capacity Building and Personality Development Programme”**

### **ABOUT THE WEBINAR**

A one day Webinar on Capacity Building and Personality Development Programme” has been conducted by RV Institute of Management, Bangalore with the support of National Commission for Women (NCW), New Delhi on 26.04.2022. The target audience of the webinar were students from Under Graduate and Post Graduate Programme, research scholars and academicians from across the India and abroad.

### **RATIONALE OF THE WEBINAR**

There is a growing importance of skill based learning among recruiters all over the world. Companies gives preference to those candidates who are well groomed in personal and professional capacity and also are digitally literate. The organizations recruit those candidates who have a good communication and interpersonal skills as it is evident that getting a job is easy than sustaining in that job. In this environment, this webinar aims to aid participants to gain a competitive edge during placement and job interviews and also help to develop self-confidence among themselves by grooming their personality altogether to set a positive impression.

### **OBJECTIVE OF THE WEBINAR**

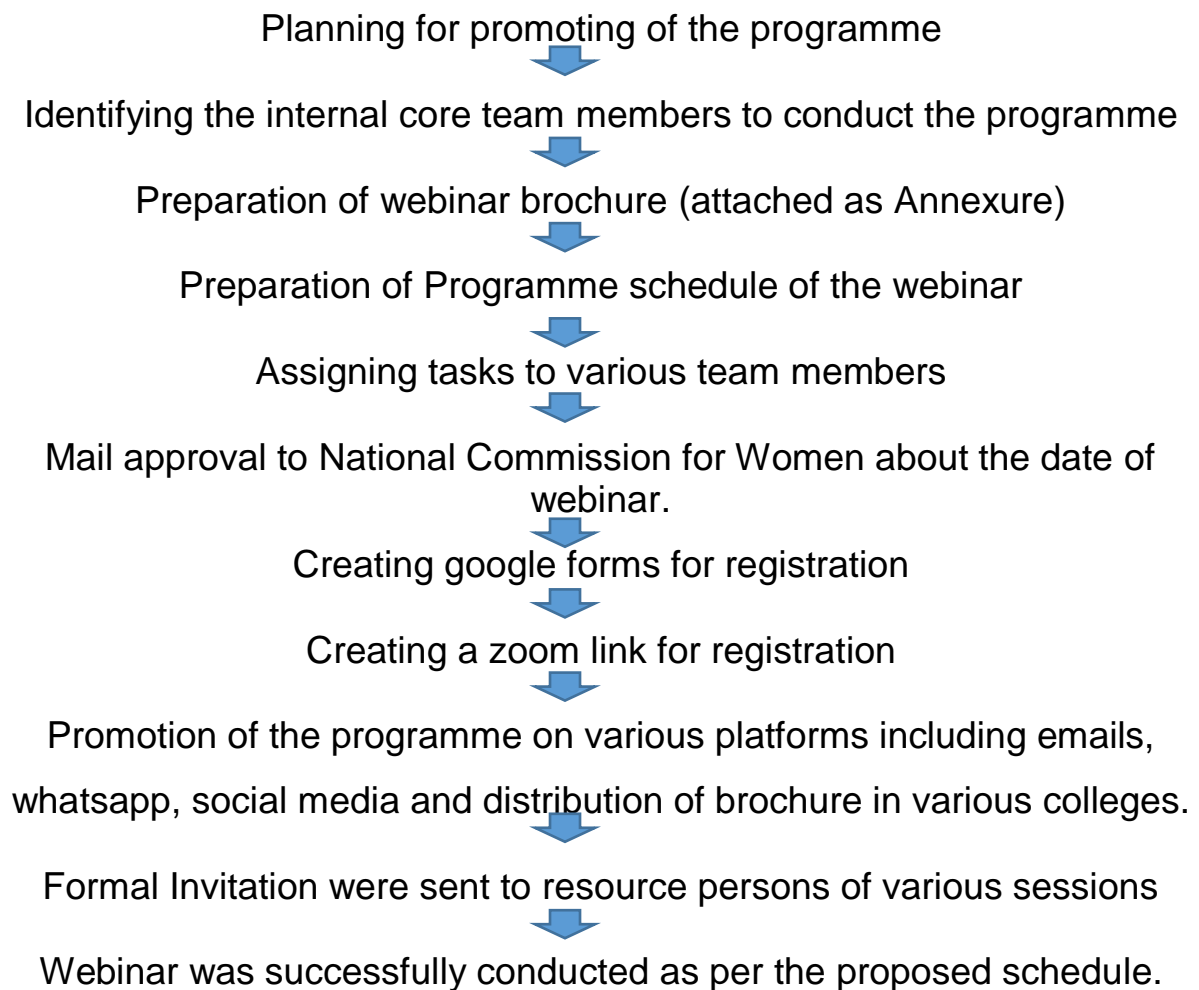
This webinar is a skill development webinar. The course will provide to learn on the skills beyond curriculum that is demanded in the job market. This webinar will equip the participants to work efficiently and deliver at their work place and will give all the new skills defined necessary by the World Economic Forum to address the skill gap as the 4.0 Industry is adopted. At the end of the webinar, participants will gain employability skills that is need of an hour to enter, grow and sustain in the job.





# METHODOLOGY ADOPTED BY THE INSTITUTE TO CONDUCT THE WEBINAR

After receiving the approval letter and sanction order from National Commission for Women (NCW), a systematic approach was carried out by the department to conduct the webinar.





**BROCHURE**

**RASHTREEYA SIKSHANA SAMITHI TRUST  
RV INSTITUTE OF MANAGEMENT,  
BANGALORE**

**IS ORGANIZING  
ONE DAY WEBINAR ON**

# **"CAPACITY BUILDING AND PERSONALITY DEVELOPMENT PROGRAM"**

**Sponsored by  
National Commission for  
Women, Government of India**



**26TH APRIL,  
2022  
TIME: 10:00 AM  
TO 4:30 PM  
MODE: ZOOM  
PLATFORM**

**Free Webinar with e-certificate**



## PROGRAM SCHEDULE

### Session 1

**10:00– 11:30 AM : Personal Capacity Building**

**Dr. Purushottam Bung,  
Professor & Director,  
RV Institute of Management, Bangalore**



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### Session 2

**11:45– 01:15 PM : Professional –Career Skills**

**Dr. Rizwana M  
Associate Professor,  
Department of Management Studies,  
Ramaiaha Institute of Technology, Bangalore**



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### Session 3

**03:00– 04:30 PM : Digital Literacy & Effective use of Social Media**

**Dr. Padmalini Singh  
Associate Professor,  
RV Institute of Management, Bangalore**



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**Coordinator: Dr. Padmalini Singh, Associate Professor,  
RV Institute of Management  
Mobile No: +91 9019452125**

**REGISTER NOW**

**[https://us06web.zoom.us/webinar/register/WN\\_q6QIJpnWQbWYywDO\\_g12-A](https://us06web.zoom.us/webinar/register/WN_q6QIJpnWQbWYywDO_g12-A)**

**After registering, you will receive a confirmation email containing information about joining the webinar.**




# SCHEDULE OF THE WEBINAR

## Programme Scedule

<b>Session</b>	<b>Time</b>	<b>Speaker</b>	<b>Topic</b>	<b>Rapporteurs</b>
1	10:00 am – 11:30 am	Dr. Purushottam Bung	Personal Capacity Building	Dr. Rizwana M Associate Professor, RIT
2	11:45 pm - 01:15 pm	Dr. Rizwana M	Professional - Career Skills	Dr. Padmalini Singh, Associate Professor, RVIM
3	03:00 pm- 04:30 pm	Dr. Padmalini Singh	Digital Literacy & Effective use of Social Media	Pooja Takalkar, Teaching Assistant, RVIM





## SAMPLE REGISTRATION FORM



**RV Institute of Management**  
Affiliated to Bangalore Central University      Recognized by AICTE, New Delhi, Accredited by RMAC, Bangalore

### “Capacity Building and Personality Development Program”

 [singhpadmallnl@gmail.com](mailto:singhpadmallnl@gmail.com) (not shared) [Switch account](#) 

**\* Required**

Name \*

Your answer \_\_\_\_\_

Gender \*

Female

Male

e-mail Id (please write the correct email ID to send the reading material) \*

Your answer \_\_\_\_\_

Mobile number \*

Your answer \_\_\_\_\_

Programme enrolled into \*

Under Graduate Programme

Post Graduate Programme

Institution's Name with City (Eg., RV Institute of Management, Bangalore) \*

Your answer \_\_\_\_\_

[Submit](#) [Clear form](#)





# INVITATION TO JOIN THE PROGRAMME



Padmalini Singh <padmalinisinh.rvim@rve.edu.in>

## One Day Webinar on "Capacity Building and Personality Development"

7 messages

Padmalini Singh <padmalinisinh.rvim@rve.edu.in>

26 October 2021 at 12:41

Bcc: principal.ssmrv@rve.edu.in, Principal CDJCOLLEGE <agrinalonal@gmail.com>, principal@drambedkarcollege.com, principal@hmbpl.com, principal@jnnc.ac.in, principal@msrit.edu, principal@uecu.ac.in, principal@vce.ac.in, principal@vvcollge.org, "Dr.Bindu Nambiat" <deanmgrtrsc@gmail.com>, principal@giethbsr.edu.in, principal@oec.ac.in, dean@msrim.org

Dear Sir/Madam,

*Greetings from RV Institute of Management!*

We are happy to inform you that RV Institute of Management in Collaboration with National Commission for Women is organizing **One Day Webinar on "Capacity Building and Personality Development Program" only for female UG/PG students**. The aim of the programme is to deliberate on Personal Development, Personality Development and Digital Literacy topics for female students that holds lot of relevance in the 21st century.

E-certificate will be issued by Government of India after taking up the Quiz on [mygov.in](https://mygov.in) (details will be provided later).

**There registration and e-certificate issued by Government of India is free of cost.**

In this regard, we request you to disseminate this information among your student and encourage them to participate in higher strength.

**Students need to register for this webinar using the link below:**

<https://docs.google.com/forms/d/e/1FAIpQLSfxxFVmVaP0vCrqJhWYyeAFT8XjGyeeW3LQjOqVjlrNr3Bbcw/viewform>

**Please find the brochure attached for your reference.**

We look forward to your support.

Thanks & Regards,

--

RVIM FDP Batch-2  
Dr, Dr, Uma, Vignesh, +91 70903 95550, +91 77600 93464, +91 78290 99019, +91 79753 22580, +91 81055 49070, +91 81057 17146, +91 85...

**Dr. Bung Director RVIM**

MyGov: A Platform for Citizen Engagement towards Good Governance in India  
MyGov is an innovative platform to build a partnership between Citizens and Government with the help of technology for growth and development of India.  
[mygov.in](https://mygov.in)

Dear Sir/Madame, Greetings from RVIM!

We are happy to inform you that **RVIM in Collaboration with the National Commission for Women is organizing One Day Webinar on "Capacity Building and Personality Development Program" only for female UG/PG students.**

The aim of the programme is to help the participants in \*personal capacity building, honing professional skills and developing Digital Literacy and social media skills \* for female students which have become necessary to succeed in their career.

The programme is scheduled on **26th April, 2022 from 10:00 AM to 4:30 PM via Zoom Platform**. Reading material will be provided to the participants and E-certificate will be issued by the Government of India after taking up the Quiz on [mygov.in](https://mygov.in) (details will be prov... [Read more](#))

**Dr. Bung Director RVIM**

**RASHTRIYA SHIKSHANA SAMITHI TRUST  
RV INSTITUTE OF MANAGEMENT,  
BANGALORE**

**IS ORGANIZING  
ONE DAY WEBINAR ON**

Type a message





Uma Banasthali



PDF NCW..pdf



2 pages · PDF · 530 kB

1:09 pm ✓

docs.google.com

<https://docs.google.com/forms/d/e/1FAIpQLSfxxFVmVaP0vCrqUhWyeAFT8XjGyeeW3LQjOqIvj...>  
docs.google.com

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**The registration ...** [Read more](#)

1:09 pm ✓



# ZOOM MEET JOINING LINK



Padmalini Singh <padmalinisinh.rvim@rvei.edu.in>

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## ONE DAY WEBINAR ON - CAPACITY BUILDING AND PERSONALITY DEVELOPMENT PROGRAM

1 message

Zoom <no-reply@zoom.us>  
Reply-To: director.rvim@rvei.edu.in  
To: padmalinisinh.rvim@rvei.edu.in

26 April 2022 at 08:24

Hi Padmalini Singh,

This is a reminder that "ONE DAY WEBINAR ON - CAPACITY BUILDING AND PERSONALITY DEVELOPMENT PROGRAM" will begin in 1 hour on:  
Date Time: Apr 26, 2022 09:30 AM Mumbai, Kolkata, New Delhi

Join from a PC, Mac, iPad, iPhone or Android device:

[Click Here to Join](#)

Note: This link should not be shared with others; it is unique to you.

Passcode: rvim

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or join by phone:

US: +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 346 248 7799 or +1 408 638 0968 or +1 646 876 9923 or +1 669 900 6833

Webinar ID: 884 7830 3571

Passcode: 456101

International numbers available: <https://us06web.zoom.us/j/kmRe1DNJB>

You can [cancel](#) your registration at any time.



# PROCEEDINGS OF THE SEMINAR

Webinar on “Capacity Building and Personality Development Programme” has been conducted by RV Institute of Management, Bangalore in association with the National Commission for Women (NCW), New Delhi On 26.04.2022 from 10.00 AM to 4.30 PM through Zoom Platform. The Webinar was hosted by Dr. Padmalini Singh, Associate Professor, RV Institute of Management, Bangalore.

The programme started with a song of Ricky Kej (Grammy Award Winner) “We are one”.

Dr. Padmalini Singh welcomed the participants and students from various Institutions across India and Abroad. It followed by a brief Rationale of the Webinar and the working of NCW and its role in women empowerment.

**A snapshot of Introduction to the introduction to the programme and welcoming the participants by Dr. Padmalini Singh**



RV Institute of Management



## RATIONALE OF THE PROGRAMME

# “CAPACITY BUILDING AND PERSONALITY DEVELOPMENT PROGRAM”

RV Institute of Management



Go, change the world



## ABOUT NATIONAL COMMISSION FOR WOMEN



# SESSION 1

## Personal Capacity Building



**Dr. Purushottam Bung**  
Professor & Director,  
RV Institute of Management, Bangalore

**Topic: Personal Capacity Building**

The first session of Capacity Building and Personality Development Program was taken by Dr. Purushottam Bung, Professor & Director, RV Institute of Management, Bangalore on the topic 'Personal Capacity Building'.

### **PROFILE OF THE RESOURCE PERSON: Dr. Purushottam Bung**

**B.E.** (E&C), **PDMS** (Melbourne Business School, Australia), **MBA** (Monash University, Australia), **Ph.D** in Management (Karnataka University)

#### **Professor and Director**

R V Institute of Management

Bengaluru: 560 041, Karnataka

**Interest Area:** Strategy, Entrepreneurship, Innovation and Yoga



- Dr. Purushottam Bung is an engineer with a rich experience of around 28 plus years in Academia and industry (domestic and international). He completed PGDM from Melbourne Business School, Australia, one of the top 10 B-schools in the world and MBA from Monash University, one of the top universities in the world. He has a rich part time entrepreneurial experience of around 10 plus years in the food processing industry.
- He is on the expert/advisory/editorial panel of many Institutions, Universities, NGOs and journals. He has presented and published 28 plus research articles in national and international refereed journals.
- Dr. Bung was conferred “**Best Academic Leader of the year**” by BMA( Bangalore Management Association during 65<sup>th</sup> Anniversary Award -2022. He was conferred with ‘**Education leader of the year -2020 (pan India)**’ as part of National Education Excellence awards in 2020; “**Enterprising Academic Leader of the year (South India)**” as part of National Education Excellence Awards in 2018. He was conferred with “**Distinguished Educator**” award in 2013. In 2015 he was awarded as ‘**Best Director of a B-school in Karnataka**’ as part of education excellence awards – 2015. He is member of many Associations and Institutional bodies. He was elected the Fellow of **World Academy of Productivity Sciences** at Beijing, China recently. He is also a research fellow of **Institute of Productivity, UK**.
- Dr. Bung is offering management consultancy services to local Businesses, Institutions and entrepreneurs as well. He has undertaken several funded research projects in various domains. He has completed a HarvardX course in collaboration with Pearson Global and Ureka Education group, UK on ‘**Future of Learning**’ and many MOOCs in the area of Design Thinking, Leadership, Negotiation and so on as part of continuous learning endeavor.
- Dr. Bung has been training professionals on Building Entrepreneurial Skills; Design Thinking; Leadership skills; and YOGA – the ultimate stress reliever and the most promising tool to achieve work-life balance. He has completed the **Foundation**





**Course in YOGA** from BBAU, a Central University, Lucknow and is a qualified **YOGA Instructor** certified by YOGA Certification Board, Ministry of AYUSH, GOI.

- Dr. Bung worked as the professor and Director at KLS IMER, Belgaum, Karnataka from July-2011 till January-2018 – One of leading Management Institutions of North Karnataka. During his tenure, the Institution bagged the NAAC accreditation with grade A (CGPA of 3.24); started Sandbox Incubation Centre in collaboration with Deshpande Foundation; Got the 2(f) and 12(B) recognition from the UGC; started preparations to become Autonomous Institution (It became one in 2020); and grew across all fronts.
- Currently he is working as Professor and Director at R V Institute of Management, a prestigious stand-alone Autonomous Institution of excellence at Bangalore which is part of prestigious RV group of Institutions. He is responsible for the growth of Institution across, all fronts, i.e. Academics, Research, Consultancy, Extension and Outreach, Admissions, Placements, Alumni Relations, Industry Linkages, Collaborations (Domestic & International), Accreditations & Rankings, Usage of ICT in everything that we do, etc.
- During recent NAAC Reaccreditation, RVIM was graded with **A+ grade** (3.38 out of 4.0) and accredited by QS I-Gauge E-LEAD for E-Readiness. All these efforts have resulted in various recognitions and awards like; 'Best B-School of the Year 2020 – South India' and Improved rankings by various agencies like; Top 25 on pan India level on ROI; Top 10 in Bangalore Metro by Business India, The Week, Outlook, etc.

## PREVIEW OF SESSION 1

The first session was coordinated by Dr. Padmalini Singh and Dr. Rizwana M. After the formal welcome and introduction of the resource person, Dr. Purushottam Bung begin the session with discussing the agenda of the session. The session was divided into several topics such as listening skills, brainstorming, time management, stress management, internal communication and group discussion.



He discussed about active and empathetic listening. He said the steps of effective listening should be followed as:

- Receiving
- Understanding
- Evaluating
- Responding
- Remembering

Also he deliberated on techniques one can follow to become an effective listener that is:

- Pay attention
- Show that you are listening through responding
- Provide feedback
- Defer judgement
- Respond appropriately

After the broad discussion, he focused on factors that influence listening while listener are interested. He said for building connections, trust, identifying solutions, develop knowledge and to avoid critical information, active listening is important. He showed a video to reinforce the points he discussed.

The screenshot shows a video player interface. At the top, there are controls for Mute, Stop Video, Participants, Chat, Q&A, New Share, Pause Share, Remote Control, and More. A green bar indicates 'You are screen sharing' and a red bar says 'Stop Share'. The main content is a presentation slide with a dark blue header that reads 'Active and empathetic Listening'. Below the header, there are two columns of text. The left column is titled 'Why is it important?' and lists: Building connections, Building Trust, Identifying and Solving Problems, Increasing knowledge and Understanding of the topic, and Avoid missing critical information. The right column is titled 'Factors that influence Listening' and lists: Personality style, Emotional Intelligence, Stress and Anxiety, Attitude, and Quality and Mode of communication. At the bottom of the slide, there is a video thumbnail titled 'Empathetic Listening Skills.mp4' showing two men working at a computer. The video player has a progress bar at the bottom with a play button and a timestamp of 01:02:01.



The second part that was discussed was Barnstorming. He briefed how barnstorming is conducted in any organization or institution among group of people and what is the purpose of brainstorming process. The video shown to the participants supplemented the process of brainstorming. Why it is important to know for career development was also discussed in the session.

Time management is important part of individual life that determine their success. Dr. Bung highlighted its importance and technique for effective time management. He also explained the matrix that can help individual to plan and prioritize time for devoting for different tasks.

The next topic 'stress management' was started by describing its importance in today's world. He discussed about the recent incident where Hollywood actor William Smith slapped in award function due to extreme stress. He discussed several ways to reduce stress and keep oneself calm.

The next part of session was on 'communication' where different types of communication was discussed. Further, factors that influence in choosing a particular medium was also discussed.

The screenshot shows a Zoom meeting interface. At the top, there is a control bar with icons for Mute, Stop Video, Participants (164), Chat (18), Q&A, New Share, Pause Share, Remote Control, and More. Below the control bar, a green bar indicates 'You are screen sharing' with a 'Stop Share' button. The main content area displays a slide with the following text:

**Factors that influence in choosing a particular medium**

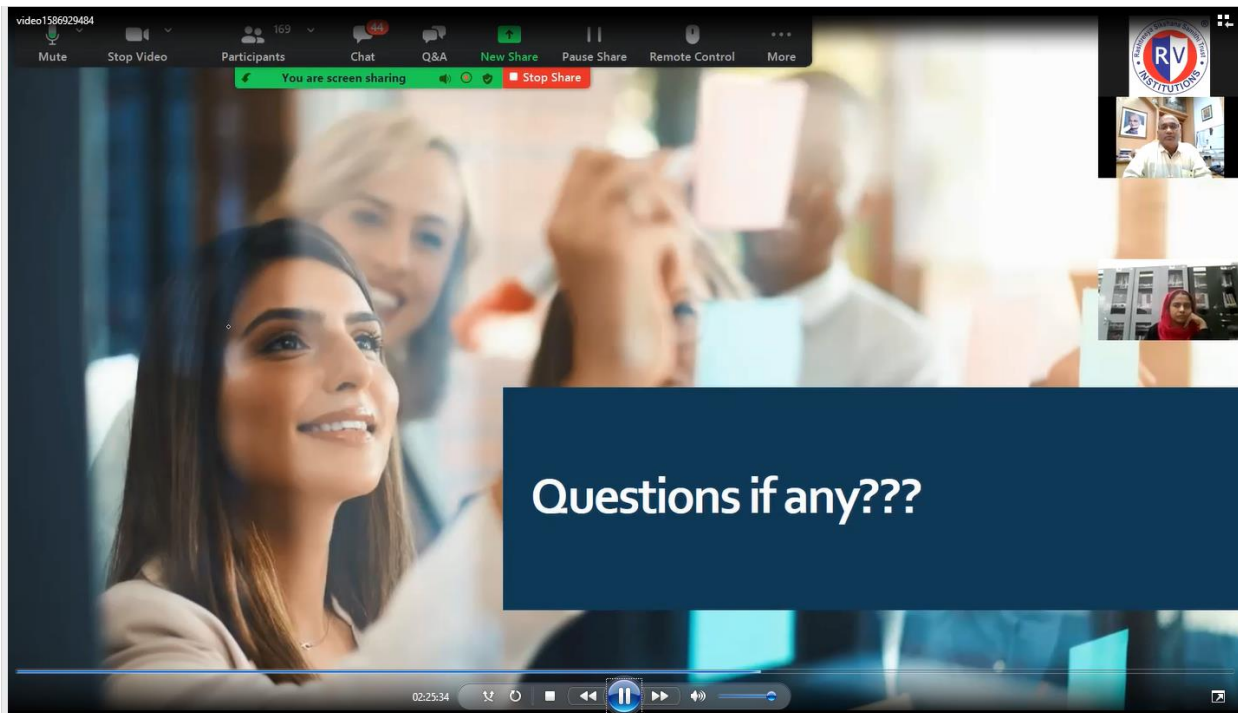
- URGENCY
- FORMALITY
- PURPOSE
- RELATIONSHIP
- ACCESSIBILITY
- INFORMATION TYPE

To the right of the text is a grid of six images illustrating various communication scenarios: a woman looking at documents, a man in a white shirt, a woman in a red headscarf, a man in a white shirt, a woman in a white shirt, and a group of people in an office setting. The RV Institutions logo is visible in the top right corner of the slide.



The last part dealt was on 'Internal Communication' and 'Group Discussion'. Many Dos and Dont's were discussed to avoid mistaked during GD.

The session ended with Q&A round, where many participants asked questions related to internal communication, building trust with effective communication, grapevine etc. that was answered by Dr. Purushottam Bung.





# SESSION 1

## Professional Career Skills



**Dr. Rizwana M**

Associate Professor,

Ramaiah Institute of Technology, Bangalore

**Topic: Professional -Career Skills**

### **BRIEF PROFILE OF THE RESOURCE PERSON: Dr. Rizwana M**

**Dr. Rizwana.M**

**Associate professor,**

**Department of Management studies,**

**M.S Ramaiah Institute of Technology, Bangalore-560054**

- Dr.Rizwana.M, a graduate in Applied Science (Information Technology) and a Post graduate in MBA (Marketing and HR) is currently working as Associate professor and Department of Management Studies and Research Centre, M. S. Ramaiah Institute of Technology, Bangalore. Dr.Rizwana obtained her Doctoral degree from Bharathiar University, Coimbatore. Dr.Rizwana holds around 15 years of Teaching and Research Experience.



- Dr. Rizwana teaches courses in the Marketing specializations like Marketing Management, Supply Chain Management, Services Marketing, Consumer Behaviour and Rural Marketing.
- Dr. Rizwana has published papers in the areas of Marketing, Entrepreneurship and Startup Development, Industry Institute Interaction, Scaling up Start-ups and Several Case studies in Esteemed Journals
- Dr. Rizwana's Research and Consultancy interest includes Entrepreneurship Development, Business Plan Preparation for Startups and SMEs, Women Entrepreneurship, Digital Marketing, Identifying and Managing Skill gap, Managing Customer Emotions, E-Office Management and Healthcare and Hospitality Marketing.
- Dr. Rizwana has completed a project titled "Determinants of Survival of Start-ups in Karnataka region" which has been sanctioned and funded by ICSSR, New Delhi. Currently, she is working on a DST-NSTMIS sponsored Research Project titled "Impact of Industry Institute Collaborations on Entrepreneurship Development and Innovations: A study with reference to Technical Institutions in Karnataka region.
- Dr. Rizwana serves on the editorial board and also a reviewer for several academic research journals. She has delivered special talks on the topics like Research Methodology and Building Start-up Culture at various Institutions in Tamilnadu and Karnataka.
- Dr. Rizwana has been involved in designing the Course Curriculum for various Marketing and General Management Subjects. She has coordinated for number of Management Development Programmes, Conferences and Faculty Development Programmes in the area of Soft Skills, Leadership, Entrepreneurship Development and Industrial Relations.
- To add to her credit Dr.Rizwana is a Life Member of Indian Academic Association (IARA)





## UPSHOTS FROM SESSION 2

Dr. Padmalini Singh welcomed the participants and introduced the resource person Dr. Rizwana M, Associate Professor, RIT, Bangalore.

video1586929484

**CAPACITY BUILDING & PERSONALITY  
DEVELOPMENT PROGRAMME (PDP)  
PROFESSIONAL – CAREER SKILLS**

**Dr.Rizwana.M**  
**Associate Professor**  
**M.S.Ramaiah Institute of Technology,**  
**MSR.Nagar**  
**MSRIT Post,Bangalore-560054**

The session started with differentiating jobs with career and how to turn a job into a career. Then the discussion went on to explaining the steps for identifying career opportunities that are self-assessment, identification of employment avenues, matching career opportunity with individual profile, gathering information and fixing a career goal. The next part of the session was focused on enhancing resume skills by first explaining the purpose of resume and key difference between resume and CV. Dr. Rizwana further went on to explaining the essential steps to be followed in order to design a good resume that can attract recruiters.



video1586929484

## Essentials steps to a good resume

```
graph TD; A[Objective/Personal Statement] --> B[Personal details]; B --> C[Educational qualification]; C --> D[Professional Experience]; D --> E[Technical Experience];
```

03:18:01

The next part of the session was deliberated on the interview skills and presentation skills. She discussed different types of interview skills required to be possessed by the candidate today that are highly demanded by the corporate today.

video1586929484

## Interview Skills

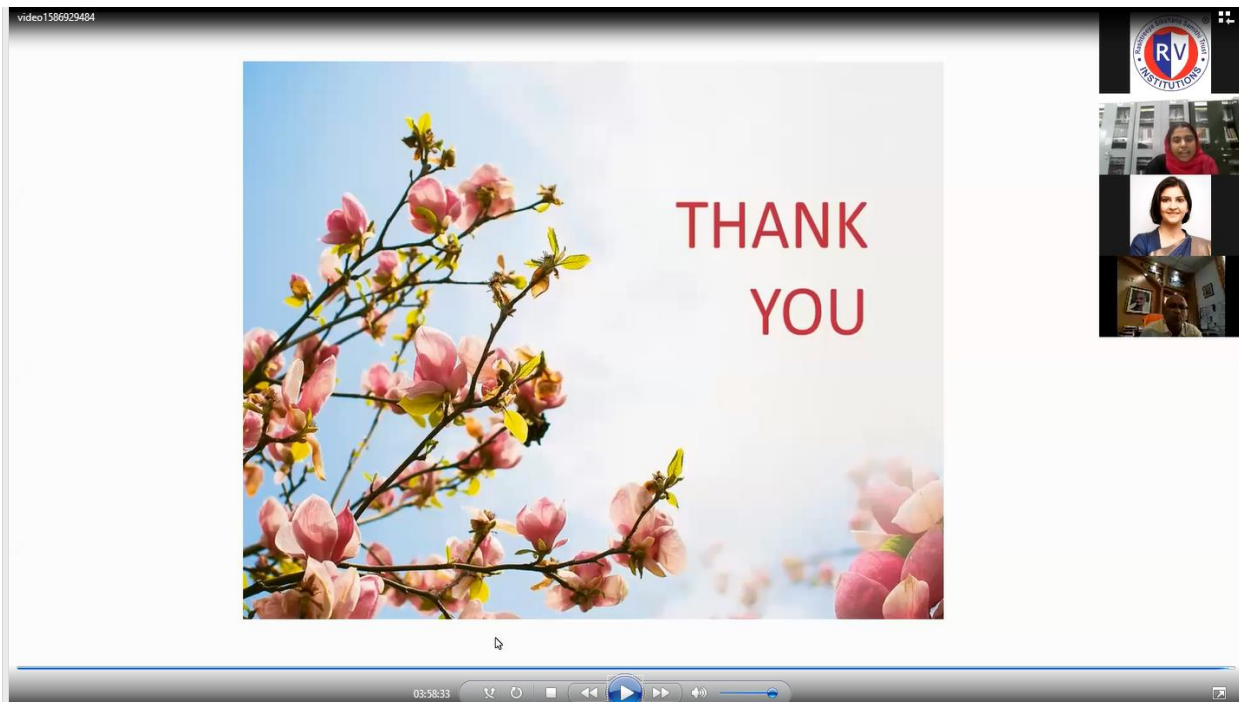
```
graph TD; IS[Interview Skills] --- A[Ability to work in team]; IS --- B[Career Goal]; IS --- C[Flexibility & Adaptability]; IS --- D[Basic Knowledge]; IS --- E[Skills]; IS --- F[Personality traits]; IS --- G[Aptitude]; S[Salary Expectations & Willingness for shifts];
```

03:33:00



She also explained different types of Job interviews that participants may face in order to get good packages from the dream companies. Then she further discussed about how participants can prepare themselves for interview by practicing suggested points by her. She also explained briefly about how a candidate should appear for an interview. There are strict dress code and body language that one should exhibit was discussed by Dr. Rizwana.

The session ended with Q&A where many participants asked questions related to interview skills and resume writing. Dr. Rizwana answered all the queries of participants and completed her talk by thanking the participants, organizers and NCW for giving her the opportunity to share her expertise with the audience.





## SESSION 3



**Dr. Padmalini Singh**

Associate Professor,

RV Institute of Management, Bangalore

**Topic: Digital Literacy & Effective use of Social Media**

### **PROFILE OF THE RESOURCE PERSON: Dr. Padmalini Singh**

**Dr. Padmalini Singh**

BSc (Microbiology), MSc (Applied Microbiology & Biotechnology), MBA (Marketing),

PhD (Management)

**Associate Professor,**

**RV Institute of Management, Bangalore**

- She has a global outlook in teaching fostered by working in Indian School of Business, Hyderabad with global ranking Professors from The Wharton School, London Business School, PennState and Michigan University.
- She organized funded workshops, seminars and National Conferences funded by SEBI-Multi Commodity Exchange-IPF, Indian Council for World Affairs and Indian




Council for Social Science Research (ICSSR), Indian Council of Philosophical Research (ICPR) are to her credit.


- She has published research papers in area of social science and marketing in esteemed journal listed in scopus and ABDC and also have books to her credit.
- She have 2 patents in her name in the emerging area of digital marketing.
- She have funded projects from DST, ICSSR, UBA in the field of social reengineering.
- She has been Recognized by Mahatma Gandhi National Council of Rural Education, Hyderabad for Beat Covid Campaign
- Invited as a Panelist and Session Chair from various National & International Conferences.
- She is on Review Board of various reputed Journals.


The session was coordinated by Dr. Rizwana M, Associate Professor, Ramaiah Institute of Technology, Bangalore. Dr. Rizwana welcomed the participants and introduced the resource person for the third and last session.

video 137407/1293

 **RV Institute of Management**  
Autonomous Institution, Affiliated to Bengaluru City University | Approved by AICTE, NAAC 'A+' Accredited

*Go, change the world*





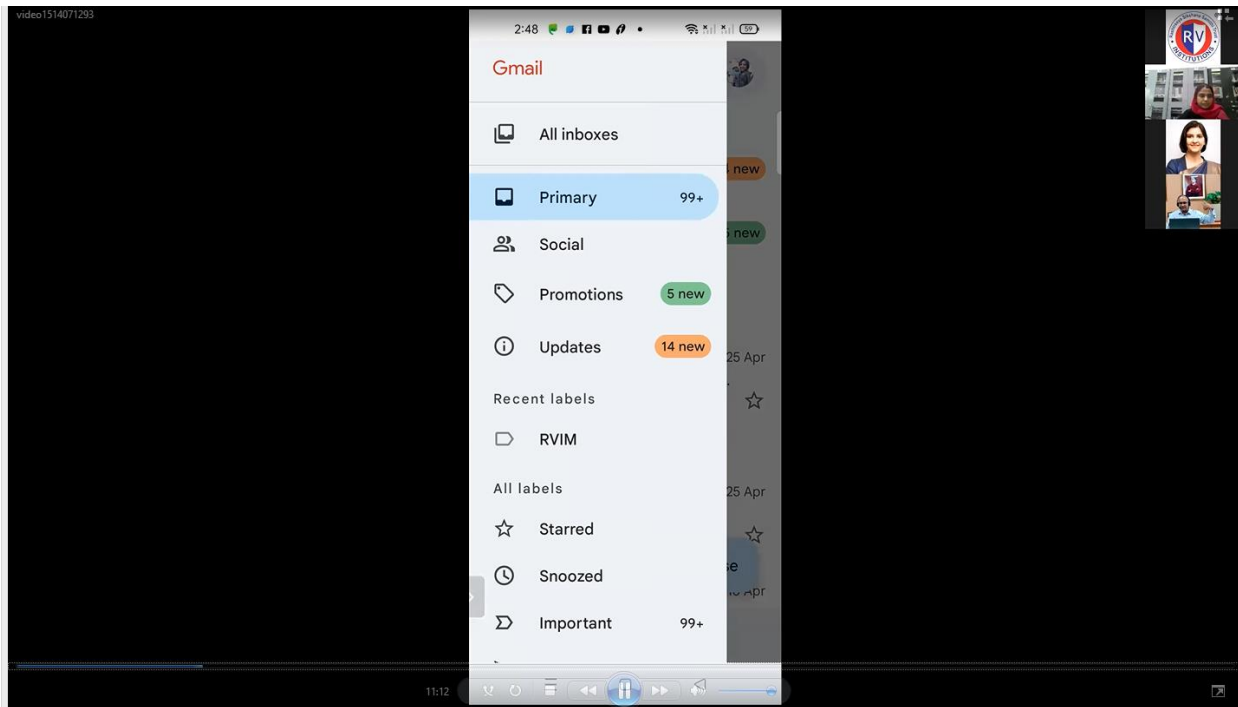
## Digital Literacy & Effective Use of Social Media

Dr. Padmalini Singh,  
RV Institute of Management, Bangalore, India

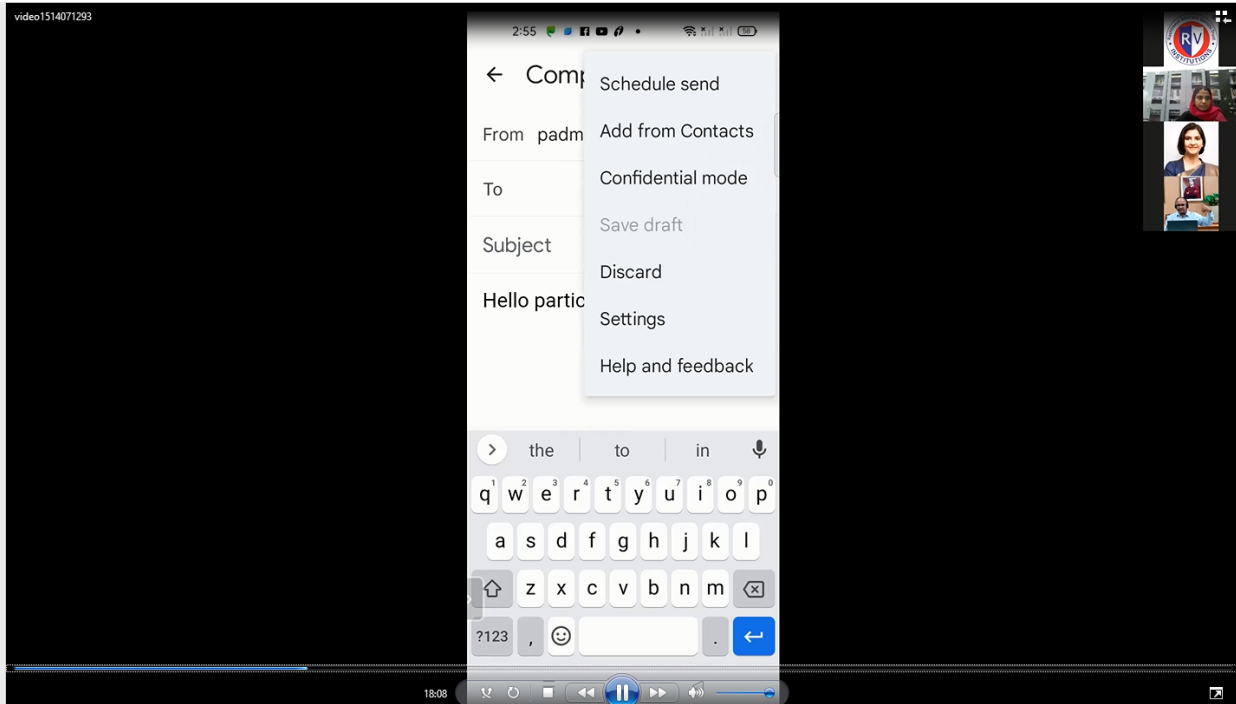
05:05



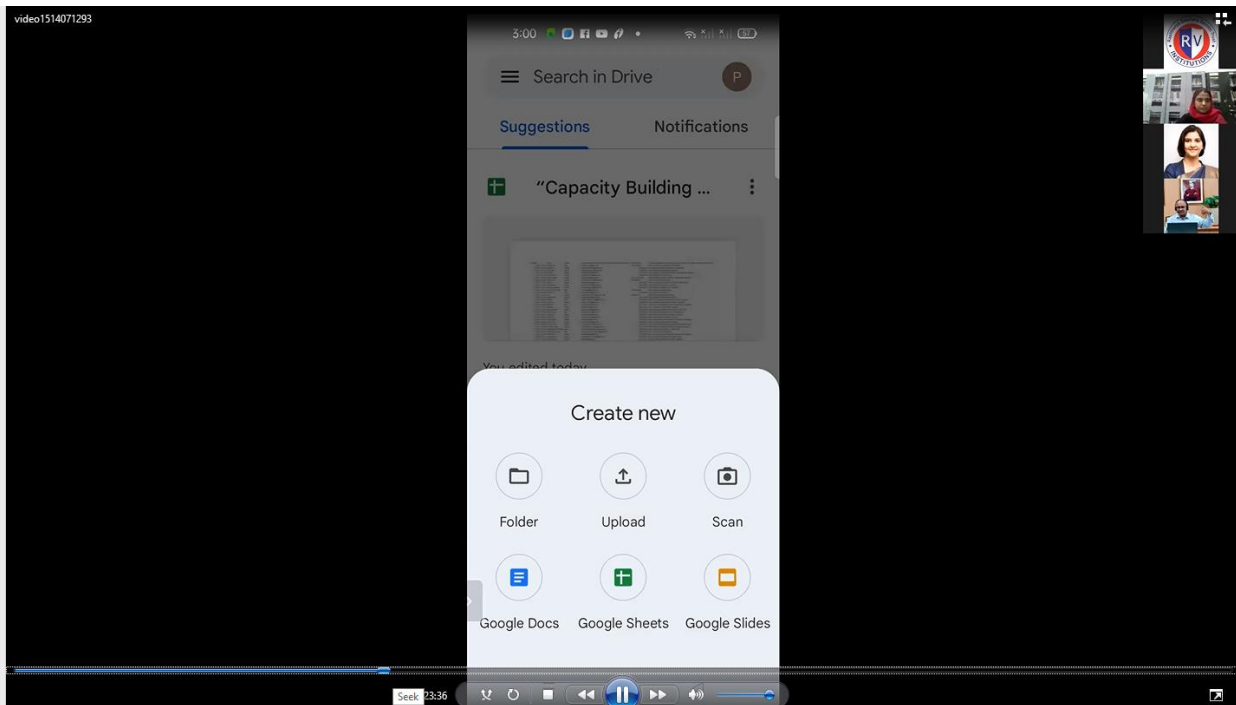
Dr. Padmalini Singh began the session by stressing the importance of digital literacy among participants especially effective use of social media. Dr. Singh highlighted the benefits of email to the participants and demonstrated various features of email that is not known by many individuals.





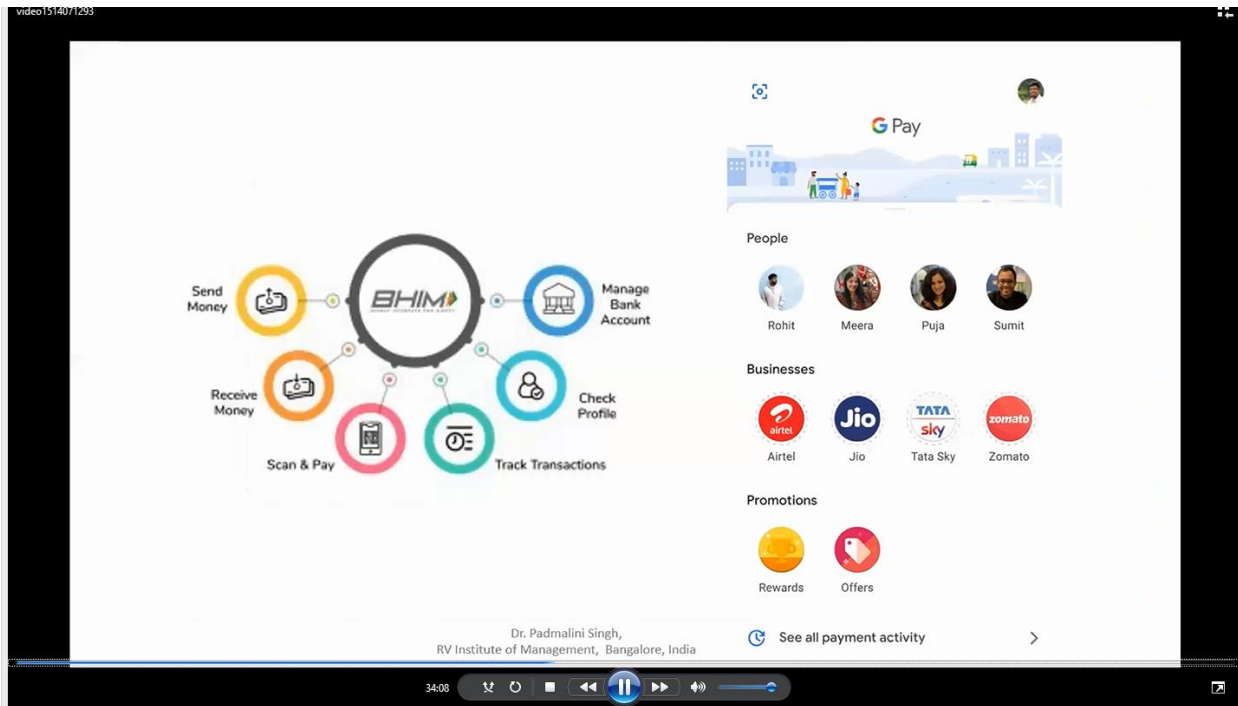


Continuing the demonstration, she explained various options available on google drive to upload the documents.

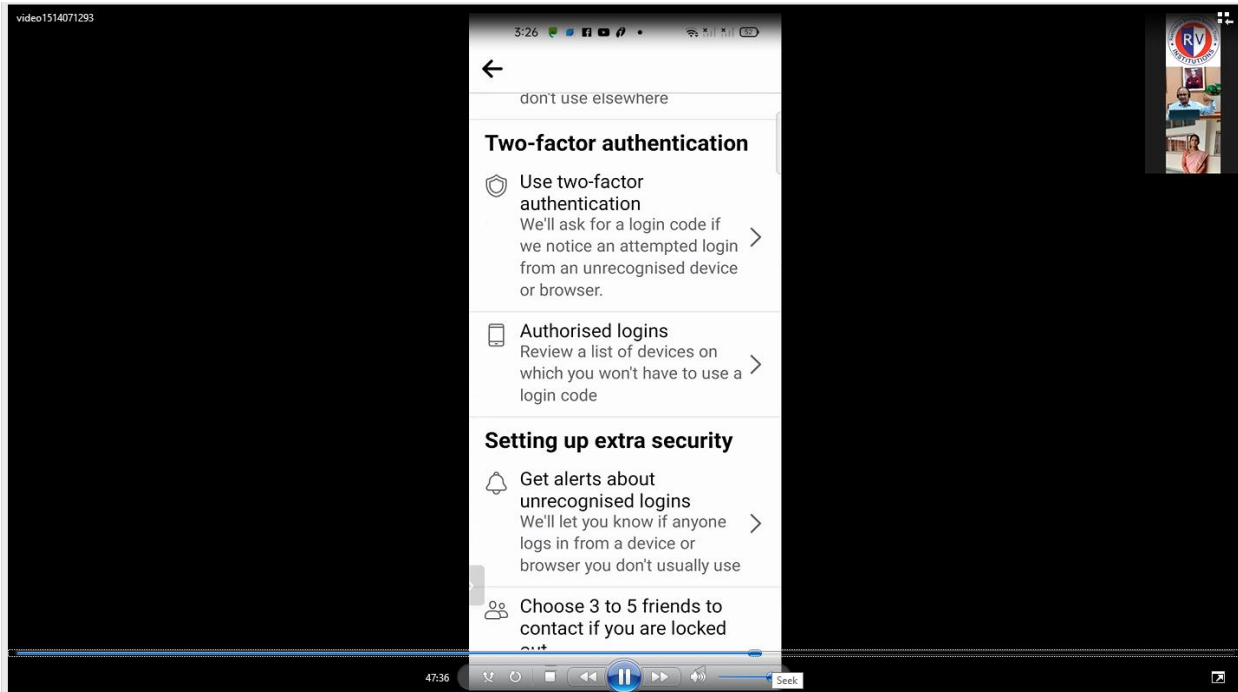




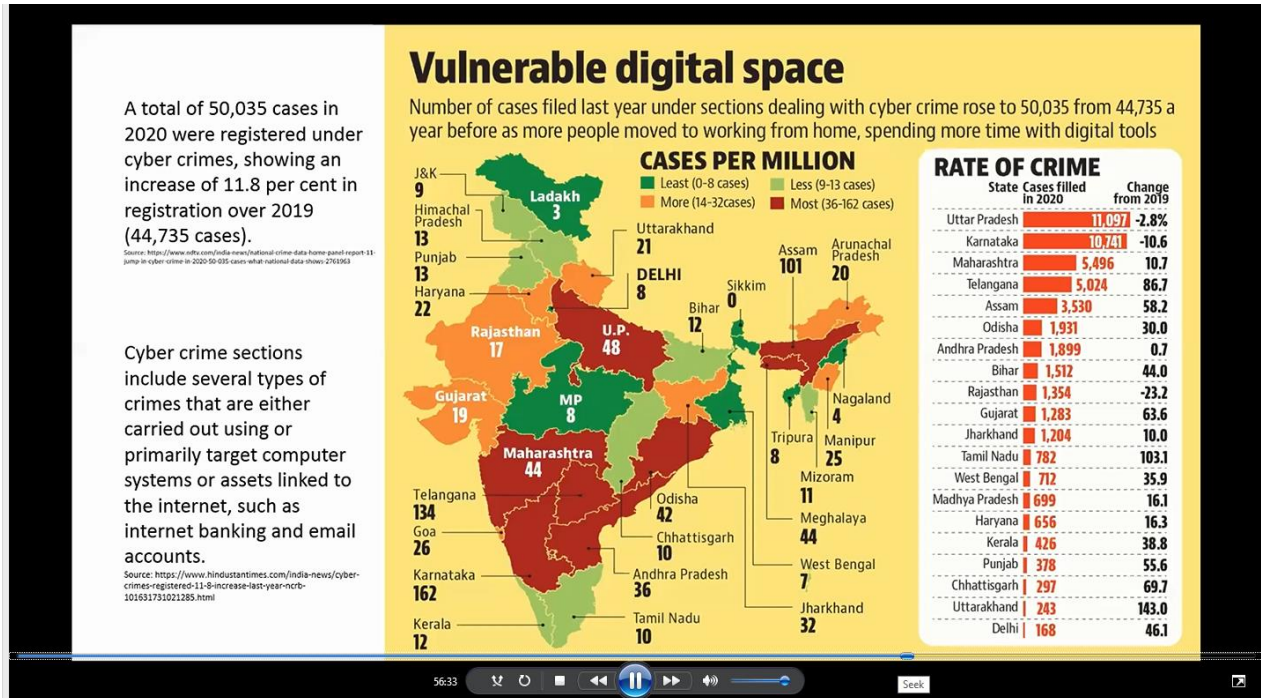
Moving further, Dr. Singh explained e-wallets available to everyone for easy payments. She explained concerns using the e-wallets on how to secure the use while operating with it.



The next part of her session was focused on effective use of social media. She demonstrated the safety features available on facebook and Instagram to secure the account from being hacked. She continued further by demonstrating the the features available to retrieve the account and report the account if it is being hacked.



The last part of her session was deliberated on the cybercrime. She explained types of cybercrime and various laws in Indian Penal Code to protect the victim against cybercrime. She described cyber stalking and Laws associated with it to protect the vulnerable group being exploited.



Lastly, she explained darknet to the participants and punishment under IPC if found guilty.

Sections under IT Act (2000) that safeguards internet users from cybercrimes.

- Section 65: Tampering with computer source documents.
- Section 66: Using password of the other person.
- Section 66D: Cheating using computer source.
- Section 66E: Publishing private images of others.
- Section 66F: Acts of cyber terrorism.
- Section 67: Publishing child porn or predating children online.
- Section 69: Govt's power to block websites.
- Section 43A: Data protection at corporate level.

Dr. Padmalini Singh,  
RV Institute of Management, Bangalore, India



# SAMPLE FEEDBACK FORM

Feedback form: NCW Sponsored Webinar on "CAPACITY BUILDING AND PERSONALITY DEVELOPMENT PROGRAM" on 26th April, 2022

 singhpadmali@gmail.com (not shared) [Switch account](#) 

\* Required

Name of the Participant \*\*

Your answer \_\_\_\_\_

Name of the Institution /Organization \*\*

Your answer \_\_\_\_\_

Designation \*

Your answer \_\_\_\_\_

email address \*

Your answer \_\_\_\_\_

Please provide your valuable feedback about the webinar \*

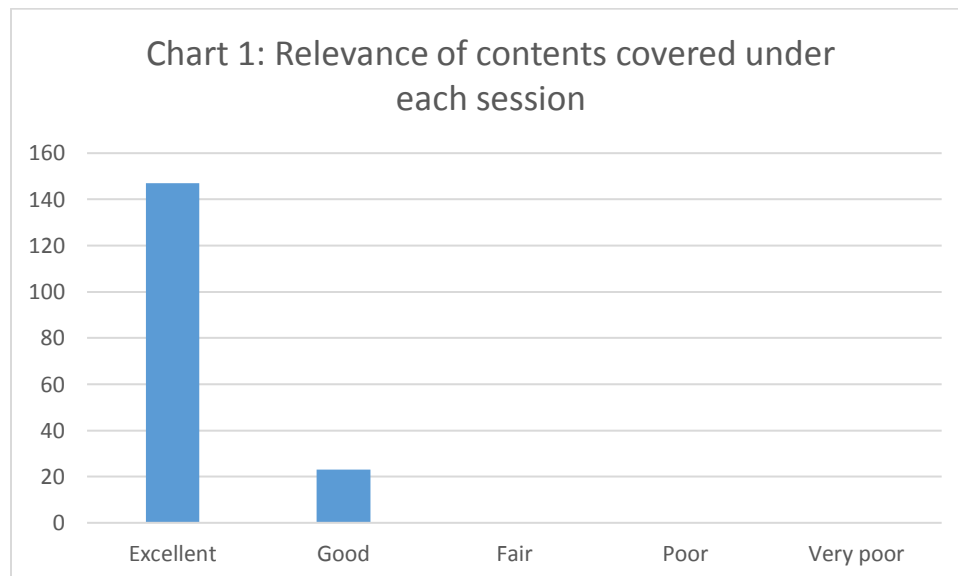
	Excellent	Good	Fair	Poor	Very poor
Relevance of contents covered under each session	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adequacy of coverage of contents under each session	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Knowledge and expertise of the resource person	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Time duration allotted for each session	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



# ANALYSIS OF FEEDBACK

To assess the experience of the webinar among participants, a feedback form was created using google forms and the link was shared among the participants towards the end of the programme. Only 170 participants gave the feedback online whereas many participants sent their feedback through mail and used Chat option during webinar. The analysis of the feedback provided by the participants was carried out by Dr. Padmalini Singh.

<b>Particulars</b>	<b>Number of respondents</b>	<b>Percentage</b>
Excellent	147	86
Good	23	14
Fair	0	0
Poor	0	0
Very poor	0	0
Total	170	100%

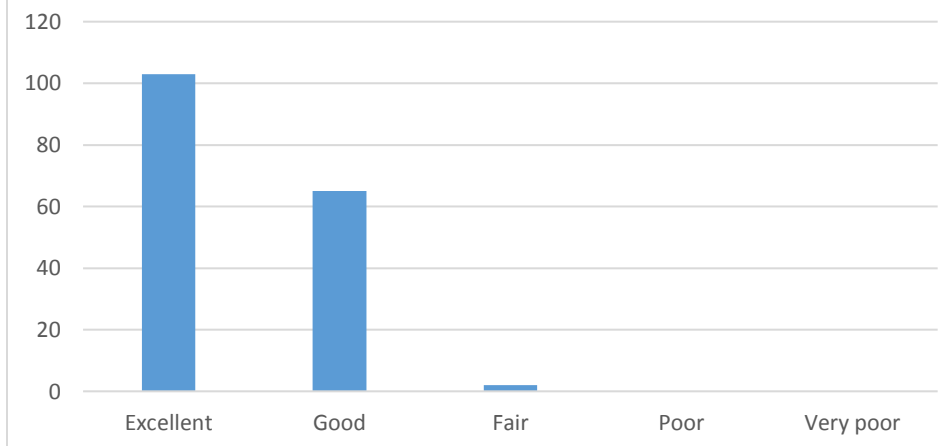




**Table 2: Adequacy of coverage of contents under each session**

Particulars	Number of respondents	Percentage
Excellent	103	61
Good	65	38
Fair	2	1
Poor	0	0
Very poor	0	0
Total	170	100%

**Chart 2: Adequacy of coverage of contents under each session**



**Table 3: Knowledge and expertise of the resource person**

Particulars	Number of respondents	Percentage
Excellent	135	80
Good	32	19
Fair	1	1
Poor	0	0
Very poor	0	0
Total	168	100%





Chart 3: Knowledge and expertise of the resource person

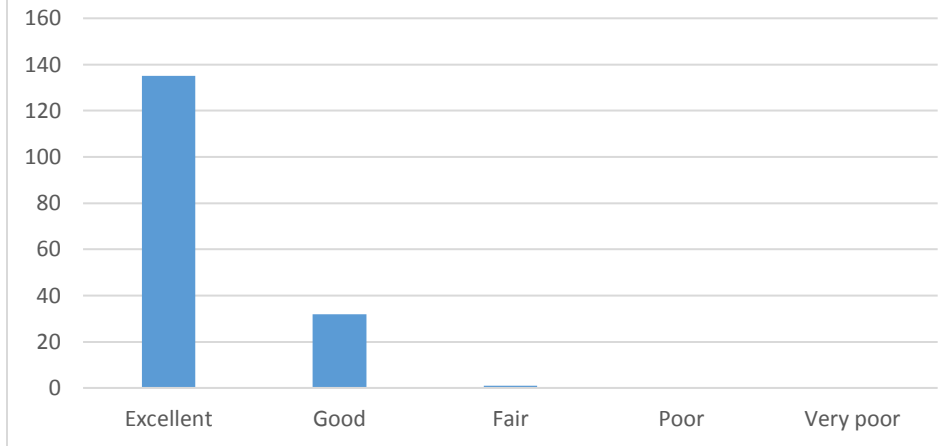
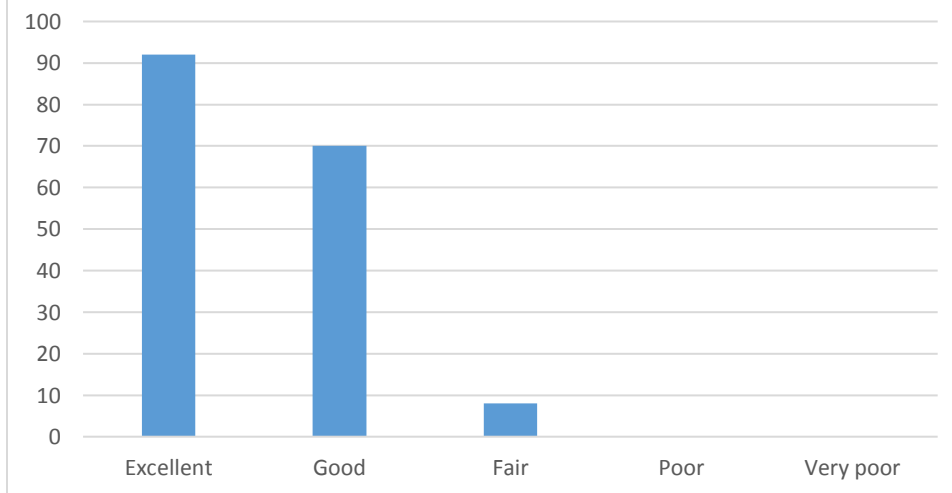


Table 4: Time duration allotted for each session

Particulars	Number of respondents	Percentage
Excellent	92	54
Good	70	41
Fair	8	5
Poor	0	0
Very poor	0	0
Total	170	100%

Chart 4: Time duration allotted for each session

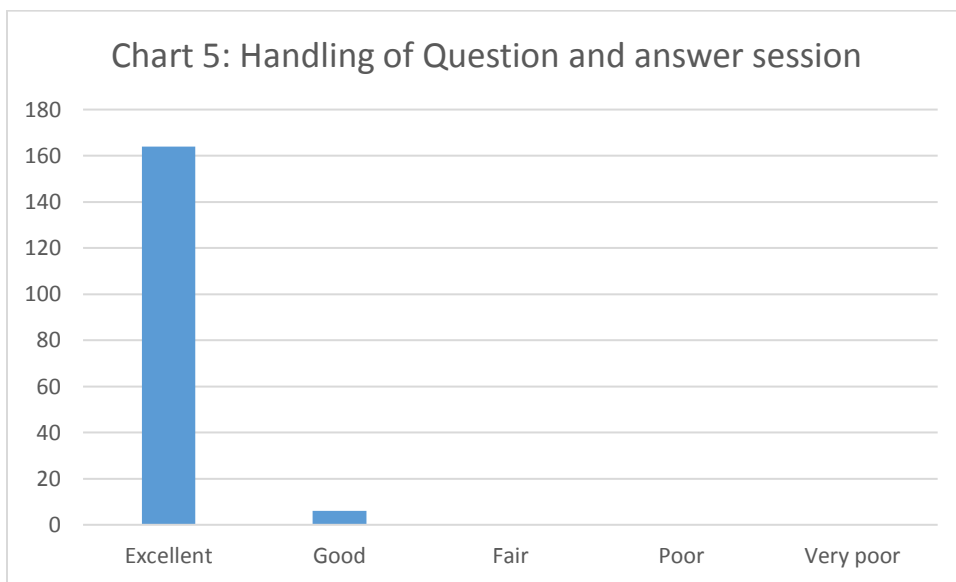




**Table 5: Handling of Question and answer session**

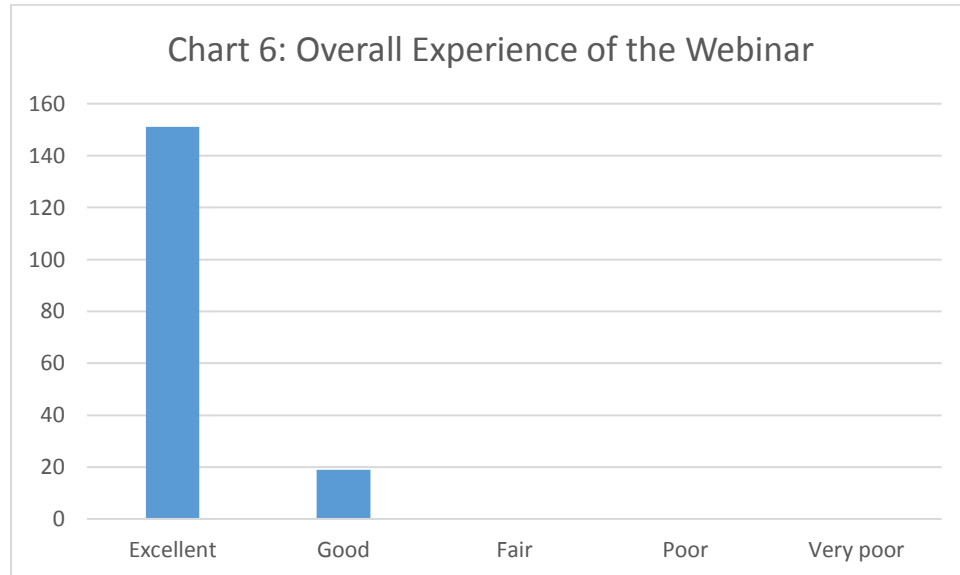
Particulars	Number of respondents	Percentage
Excellent	164	96
Good	6	4
Fair	0	0
Poor	0	0
Very poor	0	0
Total	170	100%

**Chart 5: Handling of Question and answer session**



**Table 6: Overall Experience of the Webinar**

Particulars	Number of respondents	Percentage
Excellent	151	89
Good	19	11
Fair	0	0
Poor	0	0
Very poor	0	0
Total	170	100%



## FEEDBACK SUMMARY

A total of 170 participants filled the feedback link of the webinar. The outcome of the feedback analysis is that the participants are extremely satisfied with coverage and relevance of contents of the Webinar.

The participants also expressed that the knowledge and expertise exhibited by the resource person was excellent and time duration allotted for each session was also satisfactory. Overall, the participants are contented with the experience of the webinar that enhanced their capacity building.



Gmail interface showing an email from YASIR ANSARI to the director. The email content includes a forwarded message and a personal note from a participant.

----- Forwarded message -----  
From: YASIR ANSARI <yasirdpws@gmail.com>  
Date: Wed, 27 Apr 2022 at 09:23  
Subject: About webinaar  
To: <director.rvim@rvei.edu.in>

Greetings.

I would like to know, when will get certificate for yesterday session. I was attended and submitted feedback form also.

Regards  
Yasir Ansari.  
Participant from Pakistan .

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--  
With warm regards

Dr. Purushottam Bung  
B.E., PGDM(Aust), MBA(Aust), Ph.D in management  
Professor and Director  
R. V. Institute of Management  
CA-17, 36th Cross, 26th Main  
4th T Block, Jayanagar  
Bangalore\_560041

Gmail interface showing an email from Dr. Purushottam Bung to the director. The email content includes a forwarded message and a personal note of thanks from a participant.

Fwd: Thank you for the nice session

Dr. Purushottam Bung  
to me

Wed, 27 Apr, 10:13 (8 days ago)

----- Forwarded message -----  
From: Dr Sanjeev Kumar Thalari <sanjeevkumar.t@cmrit.ac.in>  
Date: Tue, 26 Apr 2022 at 12:55  
Subject: Thank you for the nice session  
To: director.rvim@rvei.edu.in <director.rvim@rvei.edu.in>

Sir  
I am pleased to thank you for the nice talk in today's session.  
Expecting more talks from you

*Thanks & Regards*

Dr. Sanjeev Kumar Thalari  
M.B.A, PHD; M.Sc (Psy); PGDCA; UGC NET; APSET; TTT; e-TTT; CST  
Assoc Professor & ERP Coordinator  
Dept of MBA  
CMR Institute of Technology

Snapshot of the feedback shared by few participants



## CONCLUDING REMARKS

The closing remarks and vote of thanks for the webinar was proposed by Dr. Rizwana M, Associate Professor, Ramaiah Institute of Technology. Dr. Rizwana expressed her immense pleasure to propose vote of thanks to National Commission for Women for sponsoring the webinar. She conveyed her thankfulness to the Director, Dr. Purushottam Bung, Director, RV Institute of Management, Bangalore and the programme convener Dr. Padmalini Singh, Associate Professor, RV Institute of Management, Bangalore and organizing team members, coordinators and technicians for extending their heartfelt support for conducting the webinar. On behalf of National Commission for Women and RV institute of Management, Bangalore, Dr.Rizwana conveyed her gratitude to all the experts for extending their knowledge to the audience.

It was stated that the webinar was a good attempt to render required knowledge about building personal and professional capabilities for the participants to gain confidence and prepare themselves for demanding world. The knowledge regarding different skills such as listening, brainstorming, communication skills and interview skills are need of an hour that was explained in an interesting way by the experts.

The knowledge and demonstration on how to secure oneself using digital payments and social media was apt for youth who does everything on a click. It was important for the youth to understand the nitty-gritty of the presence in digital space and its consequences.

Overall the webinar experience was truly remarkable and the feedback provided by the participants not only from India but also from other countries are exceptional.



## KEY OUTCOMES OF THE WEBINAR

- The Webinar disseminated knowledge about various skills required to enhance personal capacity.
- The Webinar spread lot of awareness and knowledge on professional career skills that are demanded in market today.
- The Webinar demonstrated the security features of payment gateways and banking services frequently used by everyone.
- The webinar demonstrated various features of email, google drive, social media security features to avoid hacking of account.

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