

September 5, 2014

From
Gowrisha
Coordinator
Internal Quality Assurance Cell
R V Institute of Management

To
The Director
R V Institute of management
Bangalore

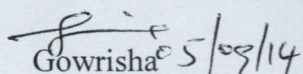
Dear Sir,

Sub: Submission of Report on Workshop for Faculty Members

We are submitting the report on half a day workshop held on **August 26, 2014** on "**Curriculum Enrichment and Capacity Building**" for faculty members. Kindly approve the report and oblige.

Thank you sir

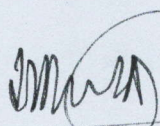
Yours sincerely


Gowrisha 5/09/14

1) A Good report

2) Congrats

3) You can keep in IQAC both a hard copy and soft copy.



05.09.2014



RASHTREEYA SIKSHANA SAMITHI TRUST
R V INSTITUTE OF MANAGEMENT
CA 17, 36th Cross, 26th main, 4th T Block, Jayanagar,
Bangalore – 560041
Accredited by NAAC with “A” Grade

Internal Quality Assurance Cell (IQAC)

**Report on Half a Day Workshop for Faculty Members on
“Curriculum Enrichment and Capacity Building”
August 26, 2014, MDP Cell, RVIM**

The workshop started with silent prayer and welcome speech by Dr. Anupama Malagi. She also introduced the resource person of the first session.

Session I: Making the Curriculum Industry Oriented

Resource person: Mr. Shrihari Udupa, Executive Director, NTTF

Time: From 9:00 am to 10:30 am

The session was initiated with the discussion about who our customers are and how we cater to the requirements of our customers (Students) who will in turn be able to satisfy their customers (Industry). The speaker suggested measures for the faculty through which we can enrich the curriculum making it more industry relevant.

- He emphasized on the need for a strong Alumni connect so as to increase the consulting opportunities for the faculty and also facilitate in placing the students for their projects.
- He stressed on the need for a strong conceptual understanding by way of interacting with industry professionals and the need for faculty to have industry exposure.

Dr. Noor Firdoos introduced the resource person for the second session and welcomed him for the workshop.

Session II: Capacity Building - Planning and preparation for the class

Resource Person: Dr. Srikanta Swamy S, Additional Director, Centre for Research, Christ University.

Time: From 10:45 am to 1:15 pm

The session has extensive coverage on parameters for teaching excellence. The session included inputs regarding various aspects of teaching like meticulously planning for the classes, and inculcating a research bent of mind and integrating technology with teaching. He emphasized on the need for organizing seminars and symposia for knowledge sharing.

In the concluding session Dr. T V Raju, Director, R V Institute of Management had given his views on the theme of the workshop.

August 22, 2014

From
Gowrisha
Coordinator
Internal Quality Assurance Cell
R V Institute of Management

To
The Director
R V Institute of management
Bangalore

Dear Sir,

Sub: Confirmation regarding Workshop for Faculty Members

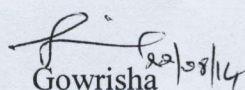
We have finalized the resource person for half a day workshop to be held on **August 26, 2014** on "**Curriculum Enrichment and Capacity Building**" for faculty members. Kindly note the same in your programme dairy. The details of the workshop are given for your perusal.

Date	Session No. & time	Topic	Resource Person
Tuesday August 26, 2014	I 9:00 am to 10:30 am	Making curriculum industry oriented	Mr. Srihari Udupa <i>Executive Director</i> NTTF
	II 10:45 am to 12:15 pm	Capacity Building (Planning and preparation for the class)	Dr. Srikanta Swamy S Additional Director, Centre for Research, Christ University

We request your goodself to approve the same and guide us in this regard.

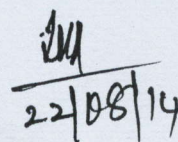
Thank you sir

Yours sincerely


Gowrisha 22/08/14

Encl: Programme Schedule

Approved


22/08/14



RASHTREEYA SIKSHANA SAMITHI TRUST
R V INSTITUTE OF MANAGEMENT

CA 17, 36th Cross, 26th main, 4th T Block, Jayanagar,

Bangalore – 560041

Accredited by NAAC with "A" Grade

**Workshop for Faculty Members on
 "Curriculum Enrichment and Capacity Building"**

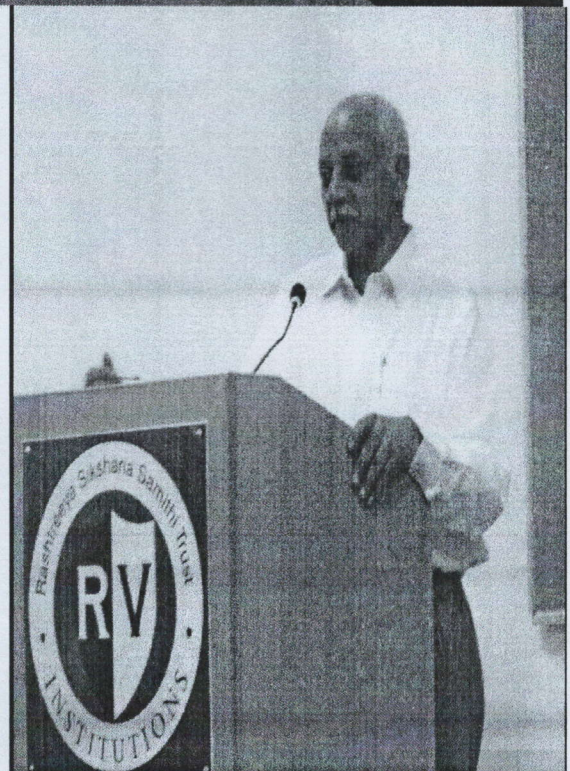
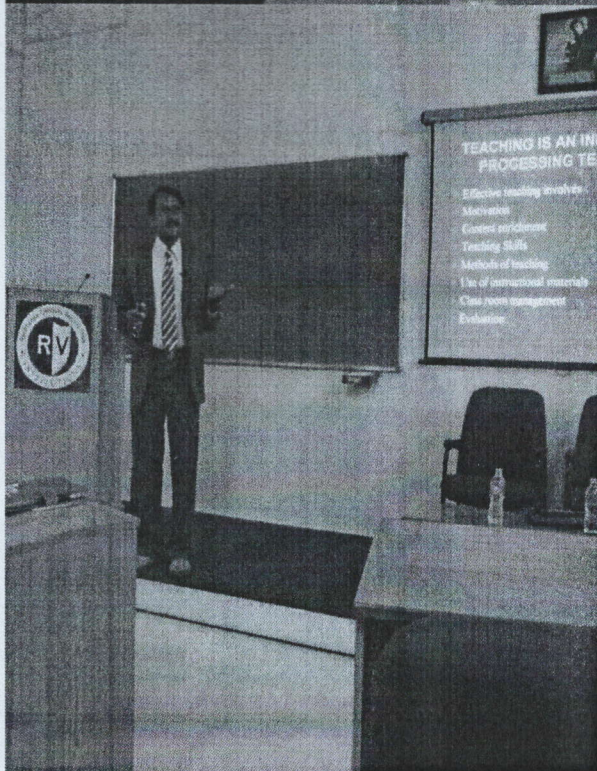
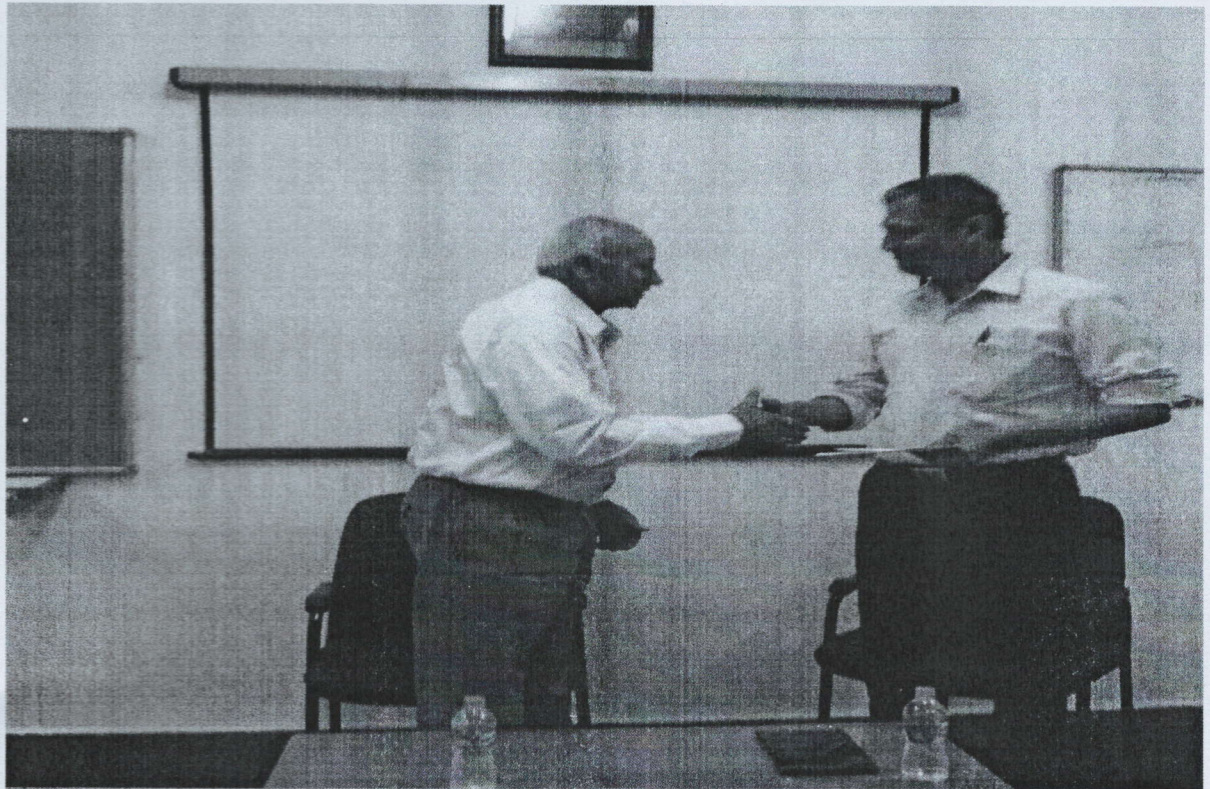
August 26, 2014

Programme Schedule

From 9:00 am to 10:30 am	
Welcome	Dr. Anupama Malagi Asst. Professor, RVIM
Session One "Making curriculum industry oriented"	Mr. Srihari Udupa Executive Director NTTF
Vote of Thanks	Dr. Anupama Malagi Asst. Professor, RVIM
Tea Break from 10:30 am to 10:45 am	
From 10:45 am to 12:15 pm	
Welcome	Dr. Noor Firdoos Jahan Professor, RVIM
Session Two "Capacity Building (Planning and preparation for the class)"	Dr. Srikanta Swamy S Additional Director, Centre for Research, Christ University.
From 12:15 pm to 12:30 pm	
Final Remarks	Dr. T V Raju Director, RVIM
Vote of Thanks	Dr. Jyotirmoy Ghosh Professor, RVIM

**R V INSTITUTE OF MANAGEMENT
Internal Quality Assurance Cell (IQAC)**

**Workshop for Faculty Members on
“Curriculum Enrichment and Capacity Building”
August 26, 2014, MDP Cell, RVIM**



R V INSTITUTE OF MANAGEMENT
Internal Quality Assurance Cell (IQAC)

Workshop for Faculty Members on
“Curriculum Enrichment and Capacity Building”
August 26, 2014, MDP Cell, RVIM



Draft for Approval

August 26, 2014

To,
Dr. Srikanta Swamy S
Additional Director
Centre for Research
Christ University
Bangalore.

Respected Sir,

Please accept our gratitude for being the Resource Person for the Workshop on "Capacity Building – Planning and preparation for the class" held at our institution on August 26, 2014.

Your insightful presentation on the topic was very informative and facilitated the faculty members in enhancing their skills.

Please accept our sincere thanks for sharing your most valuable knowledge and the support you have extended in conducting the workshop in a meaningful manner.

Thank you once again.

With warm regards



Dr. T V Raju
Director

August 7, 2014

From
Gowrisha
Coordinator
Internal Quality Assurance Cell
R V Institute of Management

To
The Director
R V Institute of management
Bangalore

Dear Sir,

Sub: Organising a Workshop for Faculty Members

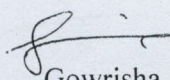
The internal members of IQAC have decided in the meeting, to organize half a day workshop on "Curriculum Enrichment and Preparation for the Class" for faculty members. The details of the proposed workshop is given for your perusal.

Proposed Date	Session No. & time	Proposed Topic	Proposed Resource Person
Friday August 14, 2014 OR Monday August 18, 2014	I 10:00 am to 11:30 am	Making curriculum industry oriented	Dr. Pallab Bandyopadhyay ✓ OR Dr. Gopal Mahapatra OR Mr. Srihari Udupa ✓ Dr. Sameer Simha ✓
	II 11:45 am to 1:15 pm	Planning for the class or preparation for the class	OR Dr. Srikantaswamy ✓ OR Dr. Gururaj Karajagi ✓

We request your goodself to approve the workshop and guide us in this regard.

Thank you sir

Yours sincerely


Gowrisha 07/08/14



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R V INSTITUTE OF MANAGEMENT
CA 17, 36th Cross, 26th main, 4th T Block, Jayanagar,
Bangalore – 560041
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Internal Quality Assurance Cell (IQAC)

Report on Workshop for Administrative Staff on

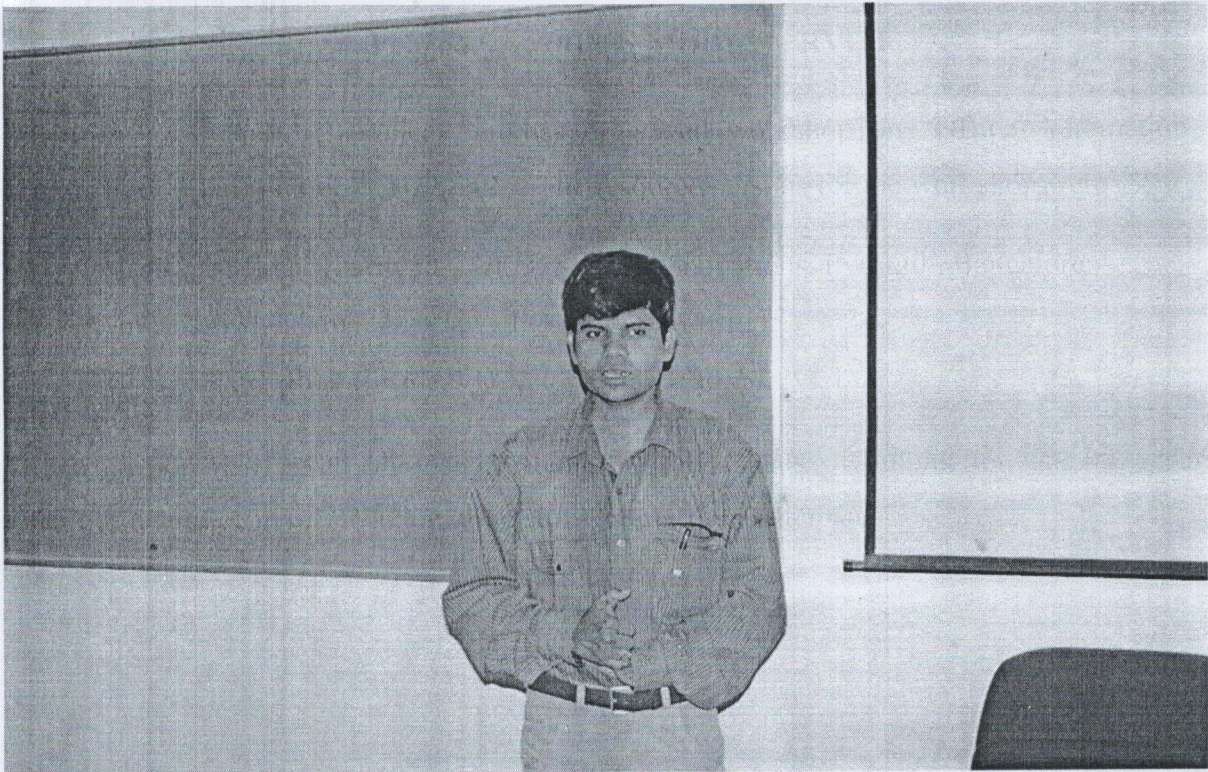
“Office Automation”

February 7, 2015 at MDP Cell, RVIM

The Internal Quality Assurance Cell has organized workshop on “Office Automation” for administrative staff on February 7, 2015. The resource persons for the workshop were:

- Mr. Rajashekhar K Advait, CEO, Skyries Innovations, Pvt. Ltd., Bangalore
- Mr. Shashishekhar T A, CTO/CFO, SI Pvt. Ltd. and
- Ms. Akshatha P N, Business Development Head, SI Pvt. Ltd.

The workshop had given an insight about the advantages of automation and also various functions available in office automation software for the participants.





fie
(GROWERS/MA)



Rashtreeya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

CA-17, 36th Cross, 26th Main, 4th 'T' Block, Jayanagar, Bangalore-560 041, Ph: 080-42540300, www.rvim.in

Accredited by NAAC with "A" Grade

Internal Quality Assurance Cell



State level Workshop on

"Quality Initiatives in Higher Education in Management"

On Saturday, 14 March, 2015

We are organizing One Day Workshop on "Quality Initiatives in Higher Education in Management" on March 14, 2015. This workshop provides an insight into various aspects of quality dimensions that are imperative in delivering quality inputs by faculty members. The programme will be fairly insightful, thought provoking and action oriented. This workshop will be useful for faculty members, IQAC members and Heads of Institutions.

Workshop Methodology: The entire coverage would be delivered through Power Point presentations of the concepts by the resource persons, reinforced by exercises/games, case studies and role-plays.

Programme Takeaways: At the end of the programme, the participants will be able to appreciate the importance of focusing on providing Qualitative inputs to their students and also learn & teach real problem solving approaches. They would also work towards benchmarking initiatives in their field and focus on their own continuous improvement programmes. Implementing suggestions scheme and periodically auditing their own quality approaches would be their other learnings.

Coverage of the Programme

- Value Stream Design - VSDIA
- Concept of 5 S
- Kaizen
- Quality Circles
- Basics of Quality Philosophy
- Benchmarking Quality
- Suggestion Scheme

- Registration Fee: Rs. 500/- per participant. Payment should be made by cash or DD in favour of Director, R V Institute of Management, Payable at Bangalore.
- Telephonic or email confirmation for spot registration are welcome.
- Registration at 9:00 am on the day of the workshop.

For information & Registration please contact:

Mr. Gowrisha, Asst. Professor - 99002 46239

Mr. Manjunath S M, Asst. Professor - 99163 95850

Email: iqac.rvim@gmail.com



Rashtreeya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

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Accredited by NAAC with “A” Grade

Internal Quality Assurance Cell

State level Workshop on “Quality Initiatives in Higher Education in Management”

On Saturday, 14 March, 2015

Resource Persons:

Dr. R Krishna, CEO, Ramanuja Management Services

C. N. Udaya Shankar, Heading the quality of purchased parts – PUQ and Supplier Development (PUS) of Bosch Limited, Bangalore

Introduction: Quality Management in Education as a buzzword today, provides a tool to help ensure a better output in the form of qualitatively qualified Management Post Graduates. Everyone in the institution, whatever his/her status, position or role, is an integral part of the delivery system and hence, holds the responsibilities to deliver quality input to students. QM advocates continuous improvement among everybody in the field of Management education, due to new challenges arising out of diversity in the nature of students and educators, technological advances and new paradigms in educational content and delivery, as well as industry expectations. Management education must offer and maintain quality across all functions.

Workshop Methodology: The entire coverage topics of the workshop were delivered through power point presentations of the concepts by the resource persons, reinforced by exercises/activities, case studies and role-plays.

Programme Takeaways: At the end of the programme, the participants were able to appreciate the importance of focusing on providing Qualitative inputs to their students and also learnt about real time problem solving approaches. They also understood about benchmarking initiatives in their field and how to make strategies to focus on their own continuous improvement. Implementing suggestions scheme, importance of quality circle and periodically auditing their own quality approaches were their other learning from the workshop.

Session Details

Schedule	Coverage
09.30 AM to 09:45 AM	Inauguration
09.45 AM to 10.45 AM	S1: Basics of Quality Philosophy
10.45 AM to 11.00 AM	Tea Break
11.00 AM to 12.15 PM	S2: Benchmarking Quality
12.15 PM to 01.00 PM	S3: Suggestion Scheme
01.00 PM to 01.45 PM	Lunch Break
01.45 PM to 03.00 PM	S4: Value Stream Design – VSDiA
03.00 PM to 03.15 PM	Tea Break
03.15 PM to 04.15 PM	S5: Concept of 5 'S'
04.15 PM to 05.30 PM	S6: a) Kaizen b) Quality Circles
05.30 PM	Valedictory



RAMANUJA MANAGEMENT SERVICES

...Empowering Human Resources, enhancing Performance

25, 9th Cross, K.R. Layout, Puttenahalli,
J.P. Nagar 6th Phase, Bangalore – 560 078. India.

Ph:080 2244 8787 / 098440 24758 e-mail: rmservices2000@gmail.com visit: www.rmsservices.org

Ref. No. RMS/RVIM/QI-TP/2014-15/16

February 21, 2015

To
The Director,
R.V. Institute of Management,
Bangalore.

Dear Sir,

Sub: Proposal to conduct ONE days' Workshop on Quality Initiatives

Ref: Our discussion in this regard.

Greetings from Ramanuja Management Services.

May we take this initiative to draw your attention to the recent interaction we had together when we discussed about a Conference/Workshop on 'Quality Initiatives in Higher Management Education' that is felt as a need of the hour.

Further to our discussion, as suggested by your office, considering the various hurdles in conducting a two days' workshop, we now propose to conduct a ONE day's workshop on the said subject at your premises.

Enclosed please find a revised proposal/schedule with contents, towards the same. We have suitably modified our approach and have retained topics that need definite emphasis. While we have the requisite expertise to execute the workshop, we are also open to discussion and to modify the contents further, as may be deemed fit.

If this revised proposal is acceptable in principle, we can work out modalities subsequently. Please finalise one day on either March 16, or March 17 or March 18, 2015 for conducting the programme. Our Professional fees for conducting the workshop is Rs.16,000/- (Rupees Sixteen thousand only).

A line in acknowledgement will be highly appreciated.

Thanking you and looking forward to hear from you, we are,
Yours truly,

For Ramanuja Management Services,

Dr. R. Krishna,
CEO.

Encl: As above.

Ramanuja Management Services,

25, 9th Cross, K.R. Layout, Puttenahalli, J.P. Nagar 6th Phase, Bangalore – 560 078.
Ph: 080 2244 8787 / 98440 24758. E-mail: rmservices2000@gmail.com.

Revised Programme Schedule for ONE day's Work shop on Quality Initiatives in Higher Education in Management

9.00 AM: Residency. 9.00 AM to 9.30 AM: Registration & Inauguration.

Schedule	Coverage
09.30 AM to 10.30 AM	S1: Basics of Quality Philosophy
10.30 AM to 10.45 AM	Coffee / Tea Break
10.45 AM to 12.15 PM	S2: Benchmarking Quality
12.15 PM to 01.00 PM	S3: Suggestion Scheme
01.00 PM to 01.45 PM	Lunch Break
01.45 PM to 03.00 PM	S4: Value Stream Design – VSDiA
03.00 PM to 03.15 PM	Coffee / Tea Break
03.15 PM to 04.15 PM	S5: Concept of 5 'S'
04.15 PM to 05.30 PM	S6: a) Kaizen b) Quality Circles
05.30 PM to 06.00 PM	Summing up by Participants

Preamble: Quality Management in Education as a buzzword today, provides a tool to help ensure a better output in the form of qualitatively qualified Management Post Graduates. Everyone in the institution, whatever his/her status, position or role, is an integral part of the delivery system and hence, holds the responsibilities to deliver quality input to students. QM advocates continuous improvement among everybody in the field of Management education, due to new challenges arising out of diversity in the nature of students and educators, technological advances and new paradigms in educational content and delivery, as well as industry expectations. Management education must offer and maintain quality across all functions.

Programme Coverage: This workshop provides an insight into various aspects of quality dimensions that are imperative in delivering quality inputs by faculty members. The programme will be fairly insightful, thought provoking and action oriented.

Workshop Methodology: The entire coverage would be delivered through Power Point presentations of the concepts by the resource persons, reinforced by exercises/games, case studies and role-plays. At the end of the programme, a Quality Circle Team will also be formed in the Institute.

Programme Outcome/Takeaway: At the end of the programme, the participants will be able to appreciate the importance of focusing on providing Qualitative inputs to their students and also learn & teach real problem solving approaches. They would also work towards benchmarking initiatives in their field and focus on their own continuous improvement programmes. Implementing suggestions scheme and periodically auditing their own quality approaches would be their other learnings.

Kejvalat Sir.

21/2/11

This proposal has been taken from contact @ rvm.

all

Subject: Revised proposal for a day's workshop on Quality Initiatives

From: "RAMANUJA MANAGEMENT SERVICES Bangalore" <rmservices2000@gmail.com>

Date: Fri, February 20, 2015 6:53 pm

To: "tv_raju" <tv_raju@redifmail.com>, contact@rvim.edu.in, contact@rvim.in, ([more](#))

Priority: Normal

Options: [View Full Header](#) | [Print](#) | [Download this as a file](#) | [View as HTML](#)

Dear Dr. T. V. Raju,

Greetings from Ramanuja Management Services, Bangalore.

This e-mail bears reference to our personal discussion that the undersigned had with you as well as your colleague, Prof. Gowrisha, in respect of conducting a workshop on the afore said subject matter.

Consequent to the discussion, we hereby propose one day's workshop, regarding which, enclosed in the attachment with this e-mail, please find a revised proposal and a programme schedule for your perusal & consideration.

We sincerely hope that this revised proposal meets your requirements.

A line in acknowledgement will be highly appreciated.

Thanking you & looking forward to hear from you, we are,
yours truly,
For Ramanuja Management Services,

Dr. R. Krishna,
CEO

**+91 98440 24758*

Attachments

Ref. No. RMS/RVIM/QI-TP/2014-15/16

February 21, 2015

To
The Director,
R.V. Institute of Management,
Bangalore.

Dear Sir,

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Ref : Our discussion in this regard.

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Yours truly,
For Ramanuja Management Services,

Dr. R. Krishna,
CEO.

Encl: As above.

Ramanuja Management Services,

25, 9th Cross, K.R. Layout, Puttenahalli, J.P. Nagar 6th Phase, Bangalore – 560 078.

Ph: 080 2244 8787 / 98440 24758. E-mail: rmservices2000@gmail.com.

Revised Programme Schedule for ONE day's Work shop on Quality Initiatives in Higher Education in Management

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10.45 AM to 12.15 PM	S2: Benchmarking Quality
12.15 PM to 01.00 PM	S3: Suggestion Scheme
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01.45 PM to 03.00 PM	S4: Value Stream Design – VSDiA
03.00 PM to 03.15 PM	Coffee / Tea Break
03.15 PM to 04.15 PM	S5: Concept of 5 'S'
04.15 PM to 05.30 PM	S6: a) Kaizen b) Quality Circles
05.30 PM to 06.00 PM	Summing up by Participants

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Programme Coverage: This workshop provides an insight into various aspects of quality dimensions that are imperative in delivering quality inputs by faculty members. The programme will be fairly insightful, thought provoking and action oriented.

Workshop Methodology: The entire coverage would be delivered through Power Point presentations of the concepts by the resource persons, reinforced by exercises/games, case studies and role-plays. At the end of the programme, a Quality Circle Team will also be formed in the Institute.

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Rashtriya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

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Bangalore – 560 041, Ph: 080-42540300, www.rvim.in

Accredited by NAAC with “A” Grade

Internal Quality Assurance Cell

**State level Workshop on
“Quality Initiatives in Higher Education in Management”**

On Saturday, 14 March, 2015

Resource Persons:

Dr. R Krishna, CEO, Ramanuja Management Services

C. N. Udaya Shankar, Heading the quality of purchased parts – PUQ and Supplier Development (PUS) of Bosch Limited, Adugodi, Bangalore

Session Details

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Rashtreeya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

CA-17, 36th Cross, 26th Main, 4th 'T' Block, Jayanagar, Bangalore – 560 041

Phone: - 080-42540300 E-mail: contact@rvim.in Website: www.rvim.in

Accredited by NAAC with 'A' Grade

INTERNAL QUALITY ASSURANCE CELL

Certificate

This is to certify that Mr./Ms. _____ from

_____ has participated in the State level

Workshop on "Quality Initiatives in Higher Education in Management" held at RV Institute of Management,

Bangalore on March 14, 2015.

Dr. J V Raju

Director, RVIM

RashtreeyaSikshanaSamithi Trust

R V INSTITUTE OF MANAGEMENT

Accredited by NAAC with "A" Grade

Internal Quality Assurance Cell

Workshop on "Effective Office Administration"

at 3:00 pm On 11 February, 2016

The Internal Quality Assurance Cell of R V Institute of Management has organized a workshop on "Effective Office Administration" for the Administrative staff of RVIM and SSMRV PU and SSMRV degree college. On 11th February 2016. The Resource Person for this workshop was Col. R. Asoka, Registrar and Director, Rashtreeya Sikshana Samithi Trust. The workshop was attended by 24 participants.

The Resource Person spoke about the role of employees in 4 dimensions viz.,

- i) Role in branding and image building of R V Group;
- ii) Responsibility towards the organization;
- iii) Efficient and Effective Use of technology;
- iv) Self assessment which helps in identifying one's own potential.

The Resource person also spoke about the importance of MIS, multitasking which is the order of the day, maintaining discipline and to develop inquisitiveness and willingness to adopt new tools and techniques of technology like MS office, open source and Tally.

Seen and Noted

[Signature]
20/02/2016



Rashtreeya Sikshana Samithi Trust

R V INSTITUTE OF MANAGEMENT

CA-17, 36th Cross, 26th Main, 4th 'T' Block, Jayanagar
Bangalore – 560 041, Ph: 080-42540300, www.rvim.in

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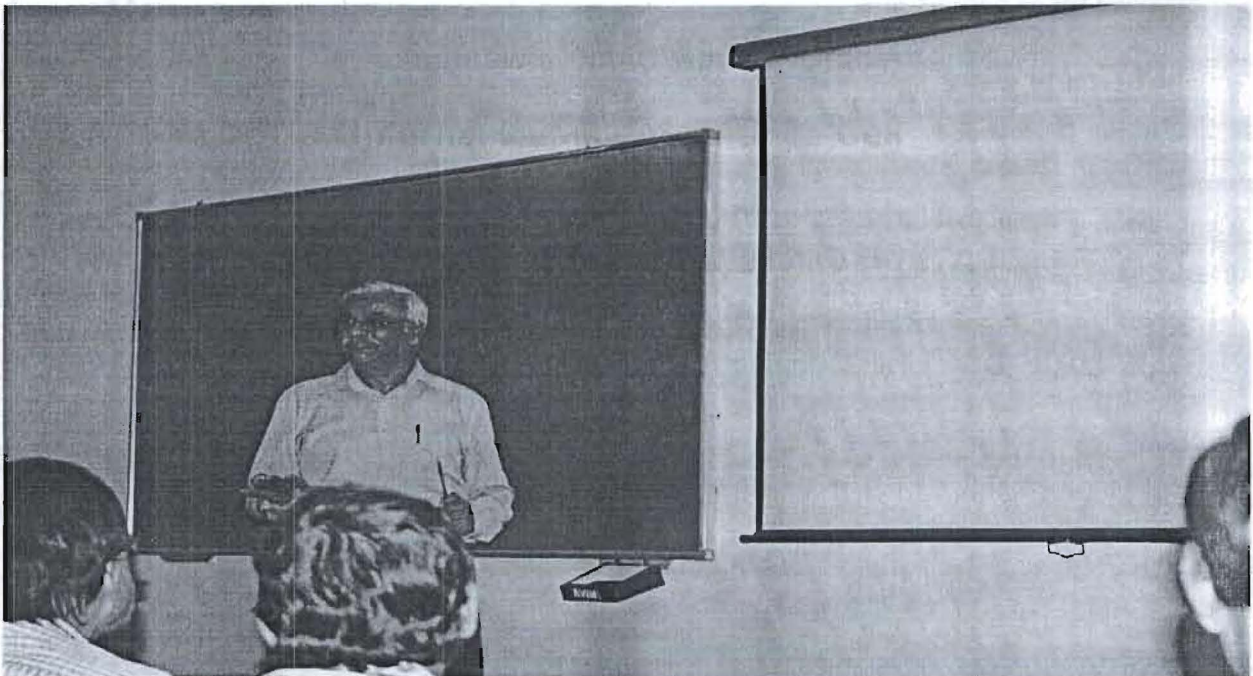
Internal Quality Assurance Cell

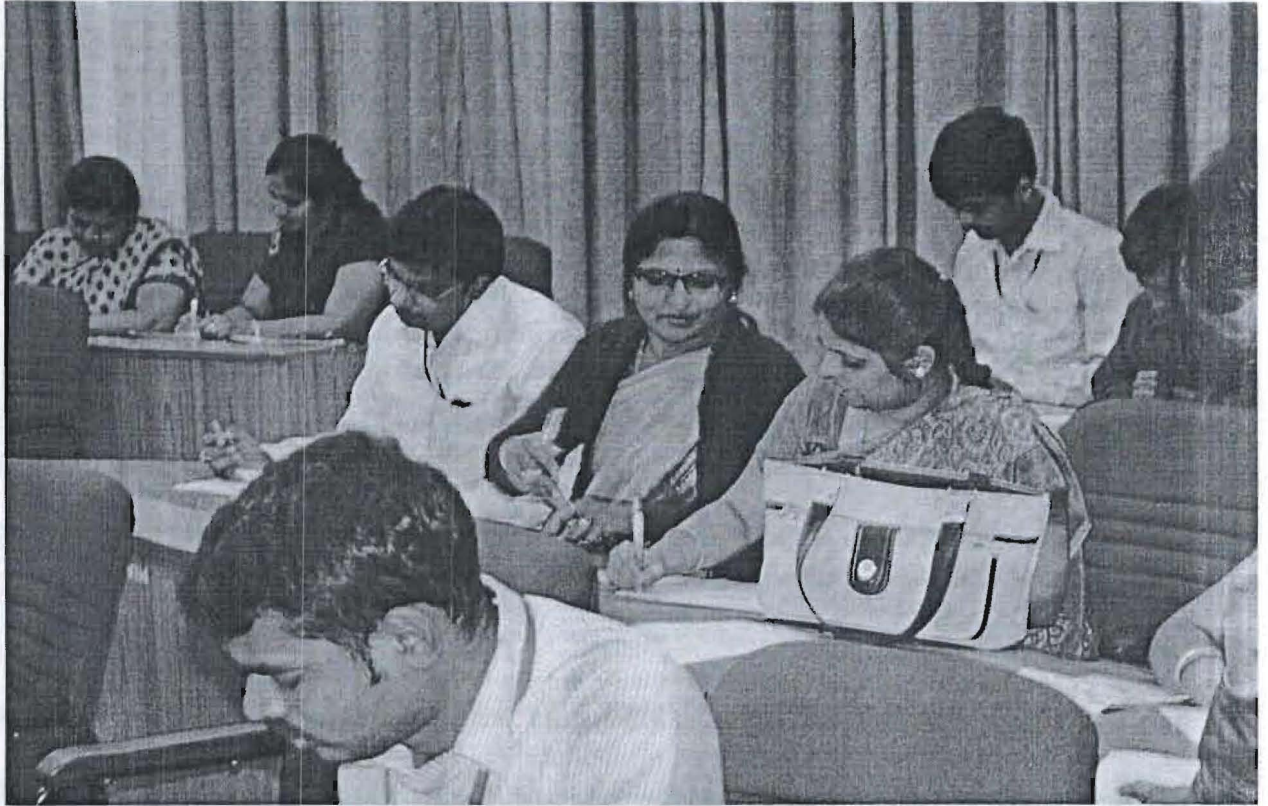
**Workshop on
“Effective Office Administration”**

On February 11, 2016

Resource Person:

Col. R Asoka, Registrar, Rashtreeya Sikshana Samithi Trust, Bangalore





Students participating in a workshop on the importance of the environment.

Bio-Data

Col. R. Asoka (Retd.),
M.E. (Mech.-IISc.), Fellow-AIMA, IRSME.,

Was with

- Indian Railways for over 20 years as Divisional Manager, Chief Mechanical Engineer & General Manager.
- Rail Wheel & Axle Plant for over 5 years as CEO.
- RITES for over 5 years as Project Manager.
- Mittal Steel Co. for over 5 years as Director/Projects
- Currently: Director & Registrar with RV Group of Educational Institutions.

He is a Member of various Professional bodies including Consultancy Development Centre, Association of Quality & Reliability, Institution of Mechanical Engineers, etc..

His expertise includes:

- Due diligence activities for takeovers, acquisitions & mergers;
 - Optimization of activities at Industrial establishments including Rational & Standardization of activities;
 - Project Management Consultancy related to new industrial set ups with reference to transportation sector of Railways & Steel plants, and
 - Corporate, HR & System functions.
-



Rashtriya Sikshana Samithi Trust

R.V. INSTITUTE OF MANAGEMENT

CA-17, 36TH CROSS, 26TH MAIN, 4TH T BLOCK, JAYANAGAR, BANGALORE - 41

Ph: 080-26547048 Fax: 26654920 website: rvm.edu.in, email : contact@rvm.edu.in

Ref: 807/RVIM/MBA/2015-16

Date: 06/02/2016

To,
Col. R Asoka
Registrar
Rashtriya Sikshana Samithi Trust
II Block, Jayanagar
Bangalore

Dear Sir,

Sub: Lecture on "Effective Office Administration"

We thank you for having accepted to be the guest speaker for a special lecture on the topic "Effective Office Administration" which is organized exclusively for office and administrative staff. The scheduled date for the session is Thursday, 11 February, 2016 from 3:00 pm to 4:30 pm.

We request you to share your valuable thoughts on the topic for the session.

With Warm Regards

Dr. T V Raju
Director

et



Rashtreeya Sikshana Samithi Trust

R.V.INSTITUTE OF MANAGEMENT

CA-17, 36TH CROSS, 26TH MAIN, 4TH T BLOCK, JAYANAGAR, BANGALORE - 41

Ph: 080-26547048 Fax: 26654920 website:rvim.edu.in, email : contact@rvim.edu.in

Ref: 807/RVIM/MBA/2015-16

Date: 06/02/2016

To,
The Principal
S S M R V Degree College
4th 'T' Block, Jayanagar
Bangalore

Sir,

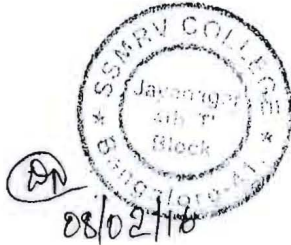
Sub: Lecture on "Effective Office Administration"

We have organized a special lecture for the office and administrative staff on the topic "Effective Office Administration" on Thursday, 11 February, 2016 from 3:00 pm to 4:30 pm. The speaker for the session is Col. R Asoka, Registrar, RashtreeyaSikshanaSamithi Trust, Bangalore.

We request you to depute five of your office staff for the above said lecture. Please confirm and send us the list of staff members those who are attending the session.

With Warm Regards

Dr. T V Raju
Director





Rashtreeya Sikshana Samithi Trust

R.V. INSTITUTE OF MANAGEMENT

CA-17, 36TH CROSS, 26TH MAIN, 4TH T BLOCK, JAYANAGAR, BANGALORE - 41

Ph: 080-26547048 Fax: 26654920 website:rvim.edu.in, email : contact@rvim.edu.in

Ref: 808/RVIM/MBA/2015-16

Date: 06/02/2016

To,
The Principal
S S M R V Pre-University College
4th 'T' Block, Jayanagar
Bangalore

Madam,


Sub: Lecture on "Effective Office Administration"

We have organized a special lecture for the office and administrative staff on the topic "Effective Office Administration" on Thursday, 11 February, 2016 from 3:00 pm to 4:30 pm. The speaker for the session is Col. R Asoka, Registrar, RashtreeyaSikshanaSamithi Trust, Bangalore.

We request you to depute five of your office staff for the above said lecture. Please confirm and send us the list of staff members those who are attending the session.

With Warm Regards


Dr. T V Raju
Director


S. S. M. R. V. Pre-University College
4th T Block, Jayanagar
Bangalore - 560041, S. S.



Rashtreeya Sikshana Samithi Trust
SSMRV DEGREE COLLEGE

#17, 26th Main, 36th Cross, 4th 'T' Block, Jayanagar, Bangalore-560 041.

NAAC Accreditation:B

Phone : 22453665, E- mail:ssmrv_1982in@yahoo.co.in

Ref No.

Date:- 10.2.16

To

The Director,
RVIM,
Jayanagar,
Bangalore-41

Sir,

Sub:- Lecture on " Effective Office Administration"

The following staff members are attending Special Lecture on "Effective Office Administration", which will be held on 11.2.2016

1. Sri. Jayashankar.E.
2. Sri. Veerabhadraiah
3. Smt. Sunithamba
4. Smt. Nethravathi
5. Sri. Dileepkumar ,

This is for your kind information.

Thanking you,

Yours faithfully,

PRINCIPAL
SSMRV COLLEGE
Jayanagar, Bangalore - 41

To
Mr. Gowrishw

for needful
M
19/2/16

Rashtrreya Sikshana Samithi Trust
R V INSTITUTE OF MANAGEMENT
Accredited by NAAC with "A" Grade

Internal Quality Assurance Cell

Workshop on "Effective Office Administration"
at 3:00 pm On 11 February, 2016

Registration

Sl. No.	Name	Designation	Institute	Signature
1	Mr. Siddaramanna	Admin officer	R V IM	
2	Mr. Madhusudhan D.N	A.O. Suptd.	R V IM	
3	Mr. Madhushankar V.	A.O. Suptd	R V IM	
4	Mr. Manjunath S.K.	P. R.O	R V IM	
5	Mr. Vidhyashankar	Mat Ingr	R V IM	
6	Smt. Anupama S.M	Librarian.	R V IM	
7	Smt. Lalitha	Office Asst.	R V IM	
8	Mr. Shivar Kumar.	Asst Librarian	R V IM	
9	Smt. Anubha S.	Office Asst	R V IM	
10	Smt. Lakshmi	Office Asst	R V IM	
11	Smt. Rajalakshmi	Asst Accountant	R V IM	
12	Ms. Padmasree S.	Office Asst.	R V IM	
13	Mr. Rajanna S.	Tech Asst.	R V IM	
14	Ms. Vamsi Krishna	Technician	R V IM	
15	Mr. Pradeep	Technician	R V IM	
16	Mr. Manjunath N	Technician	R V IM	
17	Sri Jayashankar E.	FDA	SSMRV Degree	
18	Sri. Veera bhadraiah.	FDA	SSMRV Degree	
19	Smt. Sunilgimba	FDA	SSMRV Degree	
20	Smt. Nelamabathi	clerk	SSMRV Degree	
21	Sri. Dileep Kumar.	clerk	SSMRV Degree	

Sl No.	Name.	Designation	Institute	Signa
22	M. Ranayashree	Librarian	SSMRU Pu College	M. Ran
23	APARNA. V.	Office Staff	— u —	Aparn
24	Prabhavathi.	F. D. A.	— u —	Prabha
25	MANJU. M.	Accountant	— u —	Manju
26				

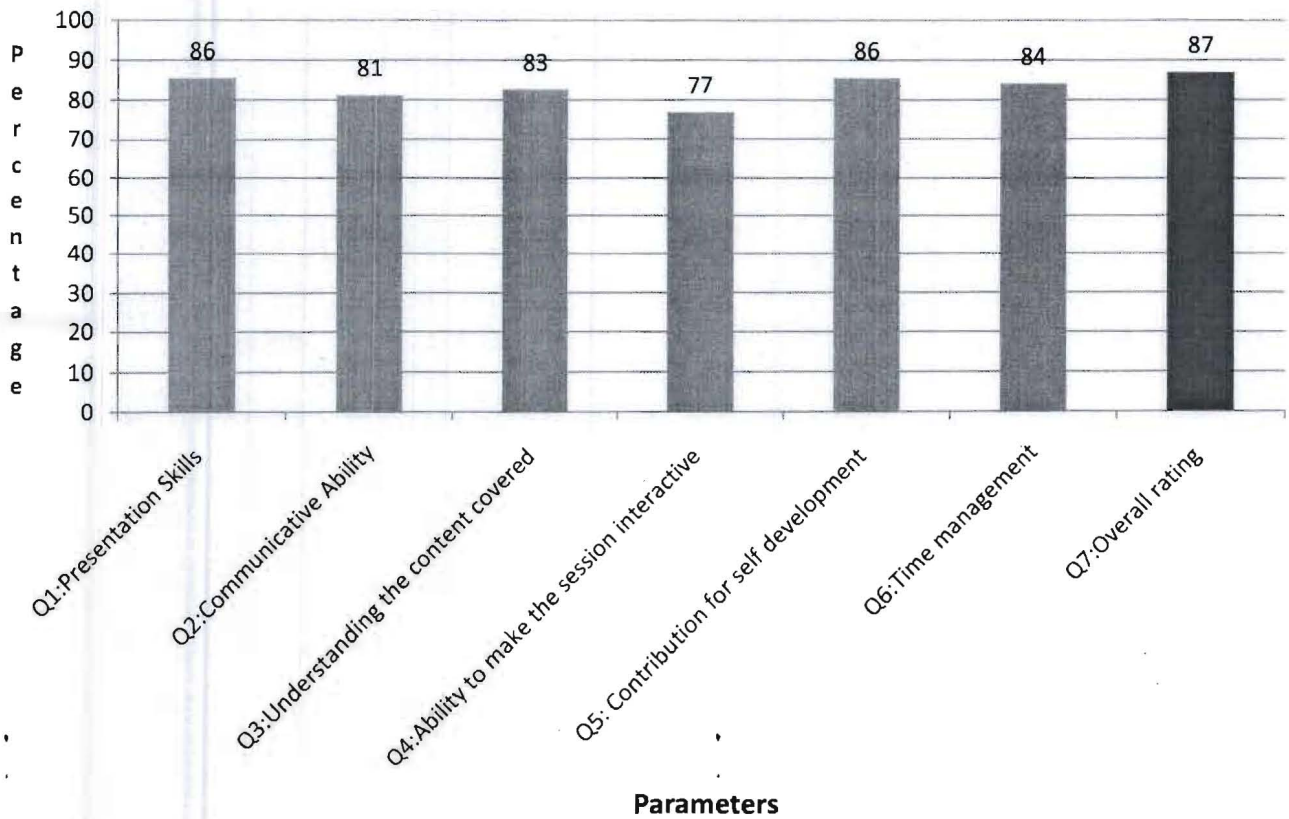
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Internal Quality Assurance Cell

Workshop on "Effective Office Administration"
at 3:00 pm On 11 February, 2016

Feedback Analysis

Feedback analysis of Col.R.Asoka
Topic : Effective office Administration





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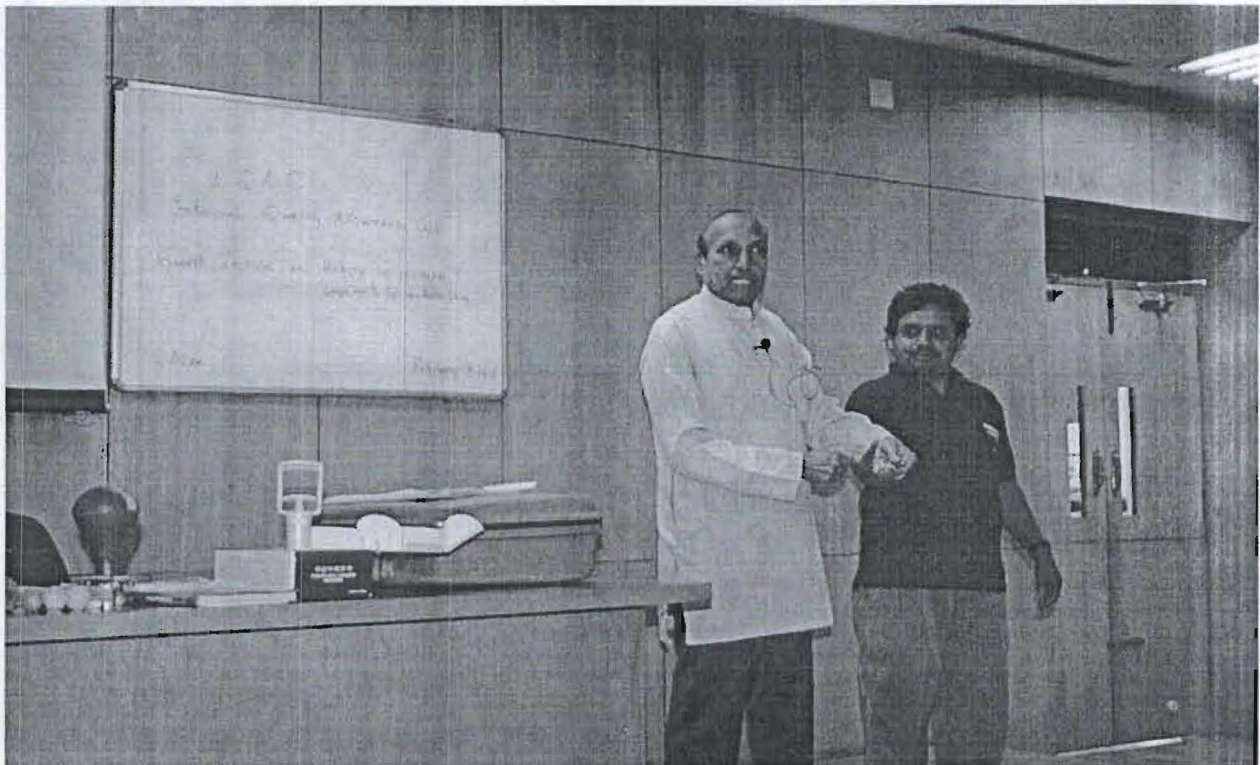
Internal Quality Assurance Cell

Sessions for Supporting Staff

On February 18, 2016

Session 1:

Topic	Resource Person
“Health is Wealth – Simple Healthcare tips for better living”	Sri. K R Sreenivasa Murthy Yoga Master Sri Balaji Yoga Kendra Vijaya Bank Layout Bangalore



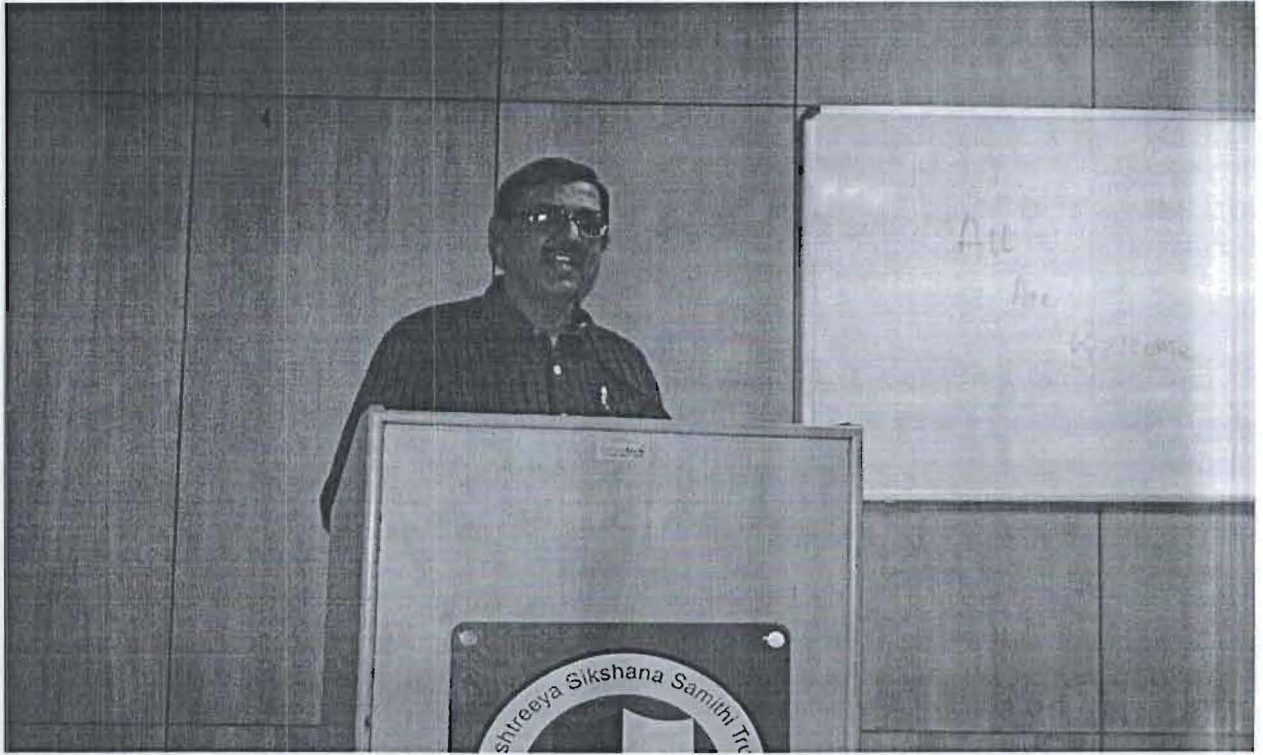


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Session 2:

Topic	Resource Person
"Motivation and Self-Management"	Sri. Prasad K.S.N. Sr. Manager (Retd.) Canara Bank & Hon. Secretary, CLP for Senior Citizens RVIM, Bangalore





S. P.
(CHIEF OFFICER)

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Internal Quality Assurance Cell

Guest Lecture on

"Health is Wealth – Simple Health Care Tips for Better Living"

&

"Motivation & Self Management"

at 2:30 pm On 18 February, 2016

Participants: Supporting Staff (Group –D Staff)

Sl. No.	Name	Designation	Signature
1	Sri. Rajanna S C	Technical Asst.	Rajanna, S C
2	Sri. Vamshi Krishna T	Lab Technician	Vamshi Krishna
3	Sri. Pradeep K	Lab Technician	Pradeep K
4	Sri. Manjunatha N	Lab Technician	Manjunatha N
5	Sri. Shivakumar S B	Driver	
6	Sri. Putta Setty A J	Office Attendant	Putta Setty A J
7	Sri. Bora Setty	Gardener	Bora Setty
8	Sri. Anilkumar	Office Attendant	Anilkumar
9	Sri. Ravikumar	Office Attendant	Ravikumar
10	Sri. Shivakumar K M	Office Attendant	Shivakumar K M
11	Smt. Mamatha L	Sweeper	Mamatha L
12	Smt. Rajamma	Sweeper	Rajamma
13	Smt. Geetha	Group – D	Geetha
14	Smt. Suvarna R	Sweeper	SUVARNA
15	Sri. Yallappa G	Scavenger	Yallappa G
16	Smt. Andalamma	Sweeper	Andalamma



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Internal Quality Assurance Cell

**Workshop on
“Quality Initiatives for Academic Excellence”**


On August 5, 2015

Internal Quality Assurance Cell has organised a Workshop on ‘Quality Initiatives for Academic Excellence’ on August 5, 2015.

The workshop was conducted by experts from Ramanuja Management Services, Bangalore.

The details of the sessions are provided below:

Session No.	Topic	Resource Person
Session 1:	Achieving Excellence in Teaching-Learning Process	Dr. R Krishna CEO, RMS
	Break	
Session 2:	Quality: Learning from Industry	Mr. C. N. Udaya Shankar Consultant


(Dr. R Krishna)



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Internal Quality Assurance Cell (IQAC)


Workshop for Faculty Members on
“Quality Models, Innovations and Parameters in
Management Education”

On Saturday, 31 December, 2016

Session Details

Session No./Time	Topic	Resource Person
Session 1 10:00 AM to 11:30 AM	Developing Quality Models for Education	Sri. Meghashyam Karanam Co-Founder & CEO, Megdap Innovation Labs Pvt. Ltd., Bangalore
11:30 AM to 11:45 AM	Coffee Break	
Session 2 11:45 AM to 1:15 PM	Intentional Innovations	Sri. Vivekanandda Dean – Training, Academy for Creative Teaching, Bangalore
1:15 PM to 2:00 PM	Lunch Break	
Session 3 2:00 PM to 3:30 PM	Quality Parameters in Higher Education: Management Perspective	Dr. SrikantaSwamy Educational & Research Consultant and Former Additional Director, Centre for Research, Christ University, Bangalore

The workshop was held at MDP Cell, II Floor, RVIM.


(Sri. Meghashyam Karanam)

Teaching Staff List

Sl. No.	Name	Session I	Session II	Session III
1	Dr. Noor Firdoos Jahan	<i>NF</i>	<i>NF</i>	<i>NF</i>
2	Dr. G. S. Venugopal	<i>GV</i>	<i>GV</i>	<i>GV</i>
3	Dr. Anupama K Malagi	<i>AM</i>	<i>AM</i>	<i>AM</i>
4	Ms. Anitha. B.M. D'Silva	<i>AD</i>	<i>AD</i>	<i>AD</i>
5	Dr. A. Narasima Venkatesh	<i>ANV</i>	<i>ANV</i>	<i>ANV</i>
6	Mr. N. Suresh	<i>NS</i>	<i>NS</i>	<i>NS</i>
7	Mr. G. Mahesh	<i>GM</i>	<i>GM</i>	<i>GM</i>
8	Mr. A. Chandran	<i>AC</i>	<i>AC</i>	<i>AC</i>
9	Mr. Manjunath S. Menedhal	<i>MSM</i>	<i>MSM</i>	<i>MSM</i>
10	Ms. Pavithra. S. T	<i>PS</i>	<i>PS</i>	<i>PS</i>
11	Ms. Sowmya. D. S	<i>SS</i>	<i>SS</i>	<i>SS</i>
12	Mr. Nagasubba Reddy	<i>NR</i>	<i>NR</i>	<i>NR</i>
13	Mr. Gowrisha	<i>GR</i>	<i>GR</i>	<i>GR</i>
14	Ms. Rashmi Shetty	<i>RS</i>	<i>RS</i>	<i>RS</i>
15	Mr. Pradeep M.P.	<i>PM</i>	<i>PM</i>	<i>PM</i>
16	Ms. Maithri R	<i>MR</i>	<i>MR</i>	<i>MR</i>
17	Ms. Kavitha. D.A			

Mr. MeghashyamKaranam

Meghashyam Karanam is currently the Co-Founder & CEO of Megdap Innovation Labs Pvt Ltd.

He is the Co-Founder & Head of Siddhi Foundation, a NGO.

He is a seasoned business professional with over 22+ years of extensive experience in Marketing, Sales and Business Development functions in various capacities. Working with Microsoft Corporation (India), for 11+ years handling different roles, involved in conceptualizing, planning, executing & implementing localization strategy, initiatives & marketing programs for India markets across Product lines including – Windows, Office, Phone & other products for Microsoft.

Meghashyam is a Mentor & an empanelled educator & trainer at NEN (National Entrepreneur Network) & actively mentors start-ups.

Experience

- He is presently Co-Founder & CEO - Megdap Innovation Labs Pvt Ltd
- He was Co-Founder – Prost
- He worked as Lead Product Marketing Manager: Consumer & Small Business – Microsoft.
 - ✓ Attained Leadership in India Localization Business (Project Bhasha) – Manage Localization Business to establish a leadership position for Microsoft in India.
 - ✓ Work closely with the product development teams in Redmond & Dublin.
 - ✓ Manage the influencer community, Government & Academic relationships for validation & acceptance. Work with the Standards bodies & Govt. Agencies like – BIS, DIT, TDIL, CIIL and various State Govt. bodies for policy level engagement.
 - ✓ Built strong partnership & endorsement with UNESCO for the Localization program in India. Won an Industry Award (Manthan) for building a digital inclusive strategy for Microsoft.
 - ✓ Program Marketing - Microsoft Shiksha Program in India. Involved in conceptualizing, planning & implementing the Project Shiksha program in India.

- ✓ Engaged with NGOs like AzimPremji Foundation, Akshara Foundation, BYRaju Foundation, Pratham, World Links, India American Foundation & others to train teachers/students on MS Technologies in rural areas.

He has worked as -

- Sr. Consultant – Eduquity
- Country Manager – Sales - Limtless Software India Pvt. Ltd.
- Regional Manager - Spectrum Business Support Ltd
- Regional Manager - Informatics India Ltd

Mr. Vivekanandda

Dean – Training, Academy For Creative Teaching, Bangalore

A Masters degree in Science and Education focusing on “Creativity in teaching & learning” has taught science at the school and college levels. He has honed his research and training skills in BASE, Bangalore. He was involved actively in developing innovative training modules in life-skills. He has been a Teacher educator in leading colleges in Bangalore. He is passionate about creativity, critical and creative thinking. He has conducted workshop for teachers and corporate at all levels. He has specialized in developing activity based thematic modules in science and other subjects. He is presently pursuing his research in education leading to Ph.D. He is the in-charge of all the training programs for teachers, students and corporate.

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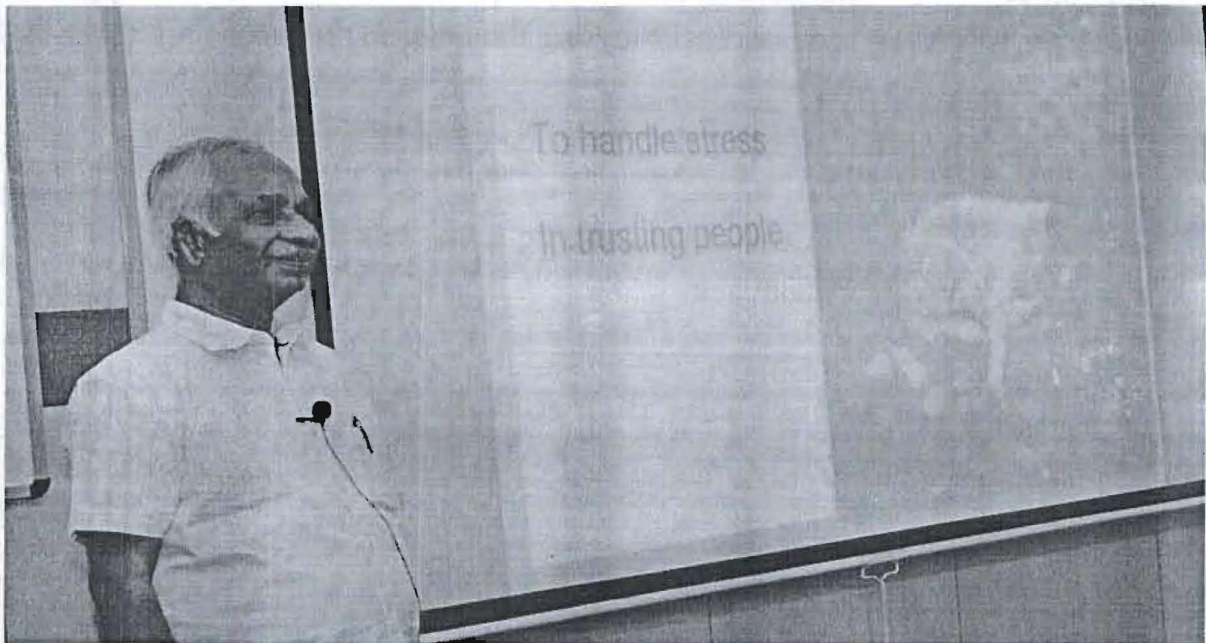
Internal Quality Assurance Cell (IQAC)

Development Programme for Supporting Staff

On Thursday, 16 February, 2017

The Internal Quality Assurance Cell of the Institute has organized a Development Programme for the Supporting Staff (D Group) on Thursday, 16 February, 2017. The details of the sessions are provided below:

Session No./Time	Topic	Resource Person
Session 1: 2:00 pm to 3:00 pm	How to lead a quality life?	Sri. Srinagesh R Happiness Coach and Counseling Psychologist
3:00 pm to 3:15 pm	Tea Break	
Session 2: 3:15 pm to 4:15 pm	Care and Share	Sri. Gowrisha Asst. Professor, RVIM





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Internal Quality Assurance Cell (IQAC)

Workshop for Administrative Staff on

**"Managing and Developing Effective Team for
Effective Administration"**

Tuesday, 14 February, 2017

The Internal Quality Assurance Cell of the Institute has organized a Workshop on "Managing and Developing Effective Team for Effective Administration" for the Administrative Staff on Tuesday, 14 February, 2017. The details of the sessions are provided below:

Session No./Time	Topic	Resource Person
Session 1: 2:00 pm to 3:30 pm	Qualities of an effective team & how to build trust among the team members	Mr. M Rajiv Consultant
3:30 pm to 3:45 pm	Tea Break	
Session 2: 3:45 pm to 5:15 pm	Team development, Involvement and Feedback	Mr. A Chandran Asst. Professor, RVIM

The workshop was held at MDP Cell, II Floor, RVIM.

[Handwritten Signature]
(Chowdhury)

D group staff List

Sl.No	Name	Signature
1	Borashetty	Borashetty
2	Puttashetty	Puttashetty
3	Geetha	Geetha
4	Shivakumar SB	Shivakumar SB
5	Ravi Kumar	Ravi Kumar
6	Rajamma	Rajamma
7	Mamatha.L	Mamatha.L
8	Lalithamma	Lalithamma
9	Bheema Bai	Bheema Bai
10	Suvarnamma	SUVARNA
11	Raniamma	Raniamma



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Internal Quality Assurance Cell (IQAC)

Workshop for Faculty Members on

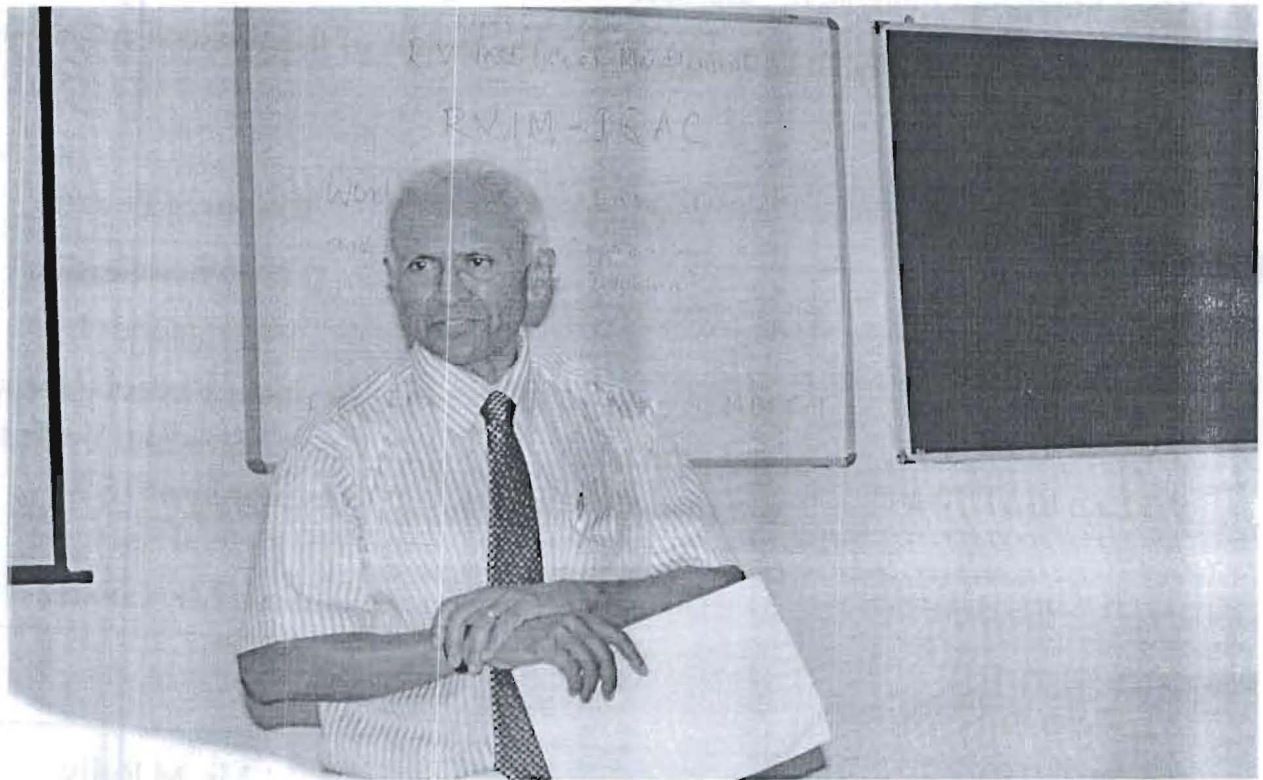
“Case Study and Innovative Approaches in Management Teaching”

Saturday, 18 February, 2017

The Internal Quality Assurance Cell of the Institute has organized a Workshop on “Case Study and Innovative Approaches in Management Teaching” for the Faculty Members on Saturday, 18 February, 2017. The details of the sessions are provided below:

Session No./Time	Topic	Resource Person
Session 1: 9:30 am to 11:30 am	Effective use of Case Studies to teach Management Subjects	Interactive Session Presentations by 1) Dr. Noor Firdoos Jahana 2) Dr. A Narasima Venkatesh 3) Mr. Manjunath S M 4) Ms. Rashmi Shetty Moderator: Mr. Gowrish
11:30 am to 12:00 noon	Coffee Break	
Session 2: 12:00 noon to 2:00 pm	Innovations in Management Teaching	Mr. M Rajiv Consultant

The workshop was held at MDP Cell, II Floor, RVIM.





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Rashtreeya Sikshana Samithi Trust
R V Institute of Management
 Internal Quality Assurance Cell (IQAC)

Workshop on

“Case Study and Innovative Approaches in Management Teaching”

On Saturday, 18th February 2017

Sl. No.	Name	Session - 1	Session - 2
1	Dr. Noor Firdoos Jahan	<i>NF</i>	<i>NF</i>
2	Dr. G. S. Venugopal	<i>G. S. Venugopal</i>	<i>G. S. Venugopal</i>
3	Dr. Anupama K Malagi	<i>AM</i>	<i>AM</i>
4	Ms. Anitha. B.M. D'Silva	<i>Anitha</i>	<i>Anitha</i>
5	Dr. A. Narasima Venkatesh	<i>A. Narasima Venkatesh</i>	<i>A. Narasima Venkatesh</i>
6	Mr. N. Suresh	<i>N. Suresh</i>	<i>N. Suresh</i>
7	Mr. G. Mahesh	<i>G. Mahesh</i>	<i>G. Mahesh</i>
8	Mr. A. Chandran	<i>A. Chandran</i>	<i>A. Chandran</i>
9	Mr. Manjunath S. M	<i>Manjunath</i>	<i>Manjunath</i>
10	Ms. Pavithra. S. T	<i>Pavithra</i>	<i>Pavithra</i>
11	Ms. Sowmya. D. S	<i>Sowmya</i>	<i>Sowmya</i>
12	Mr. Nagasubba Reddy		
13	Mr. Gowrish	<i>Gowrish 18/02/17</i>	<i>Gowrish 18/02/17</i>
14	Ms. Rashmi Shetty	<i>Rashmi 18/2/17</i>	<i>Rashmi 18/2/17</i>
15	Mr. Pradeep M.P.	<i>Pradeep</i>	<i>Pradeep</i>
16	Ms. Maithri R	<i>Maithri</i>	<i>Maithri</i>
17	Mr. S.K. Manjunath		
18	Ms. Payal Jindal		
19	Ms. Kavitha. D.A	<i>Kavitha</i>	<i>Kavitha</i>
20	Ms. Ramya. S	<i>Ramya</i>	<i>Ramya</i>

Innovative Methods of Teaching

Purpose – To evaluate the traditional methods of teaching as well as multimedia teaching and to suggest other useful teaching methods that can be attempted in imparting knowledge to the students.

The use of innovative methods in educational institutions has the potential not only to improve education, but also to empower people, strengthen governance and galvanize the effort to achieve the human development goal for the country.

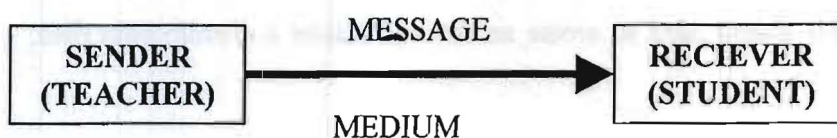
IV. Traditional Teaching Method – An evaluation

In the pre-technology education context, the teacher is the sender or the source, the educational material is the information or message, and the student is the receiver of the information. In terms of the delivery medium, the educator can deliver the message via the “chalk-and- talk” method and overhead projector (OHP) transparencies. This directed instruction model is a popular technique, which has been used for decades as an educational strategy in all institutions of learning.

Basically, the teacher controls the instructional process, the content is delivered to the entire class and the teacher tends to emphasize factual knowledge. In other words, the teacher delivers the lecture content and the students listen to the lecture. Thus, the learning mode tends to be passive and the learners play little part in their learning process . It has been found in most universities by many teachers and students that the conventional lecture approach in classroom is of limited effectiveness in both teaching and learning. In such a lecture students assume a purely passive role and their concentration fades off after 15-20 minutes.

Some limitations which may prevail in traditional teaching method are

Teaching in classroom using chalk and talk is “one way flow” of information.



Teachers often continuously talk for an hour without knowing students response and feedback.

The material presented is only based on lecturer notes and textbooks.

Teaching and learning are concentrated on “plug and play” method rather than practical aspects.

There is insufficient interaction with students in classroom.

More emphasis has been given on theory without any practical and real life time situations.

Learning from memorization but not understanding.

V. INNOVATIVE TOOLS

(A) MULTIMEDIA LEARNING PROCESS

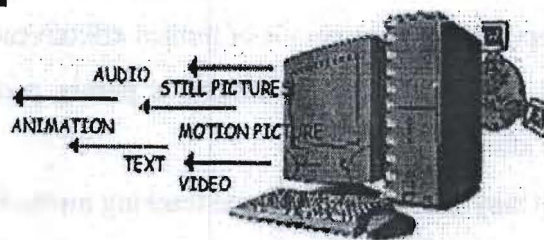
I hear and I forget.

I see and I believe.

I do and I understand. - Confucius

Multimedia, is the combination of various digital media types such as text, images, audio and video, into an integrated multi-sensory interactive application or presentation to convey information to an audience

Chart 1 - MULTIMEDIA ELEMENTS



Adobe Photoshop and Premier to create edit graphics and video files
SoundForge

3D Studio Max to create and/or edit sound and animation files.

Macromedia Director or Authorware to integrate and synchronise all these media elements into one final application, add interactive features, and package the application into a distributable format for the end-user.

Another advantage of creating multimedia projects in the classroom setting is that when students create multimedia projects, they tend to do this in a group environment. By working in a group, the students would have to learn to work cooperatively and collaboratively, using their group skills and a variety of activities to accomplish the project's overall objectives.

TRADITIONAL AND MULTIMEDIA LEARNING THE DIFFERENCE

Chart 2 - TRADITIONAL METHOD – A ONE WAY FLOW

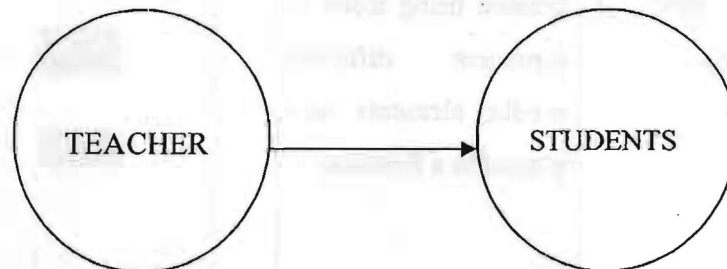
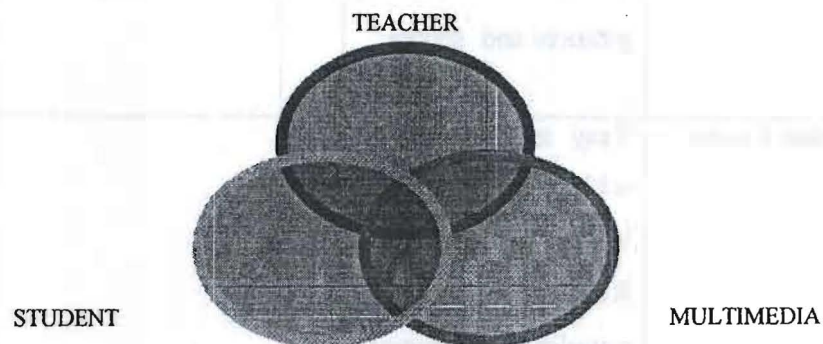




Chart 3 - MULTIMEDIA LEARNING – AN INTERACTIVE LEARNING PROCESS



VARIOUS MULTIMEDIA TOOLS

Tools	METHODS	EXAMPLES	METAPHORS
Mspowerpoint, Astound Graphics and Flash Slide Show Software	Easy to prepare and it can be prepared with many of the popular multimedia elements like graphs, sound and video.		SLIDE BASED
Macromedia, Flash Authorware, BPP I Learn and I Pass	Presentation is created using icons to represent different media elements and placed in a flowline.	 	ICON BASED
Windows Movie Maker, Winamp, Macromedia Director	Presentation is created using movie-making concepts of casts, sounds, pictures and scores		MOVIE BASED
Adobe Acrobat Reader	Easy to prepare and with word documents if u have Acrobat Reader 5 with many popular multimedia elements like graphs sound and charts		BOOK BASED

(B) OTHER INNOVATIVE TOOLS SUGGESTED

(1) MIND MAP

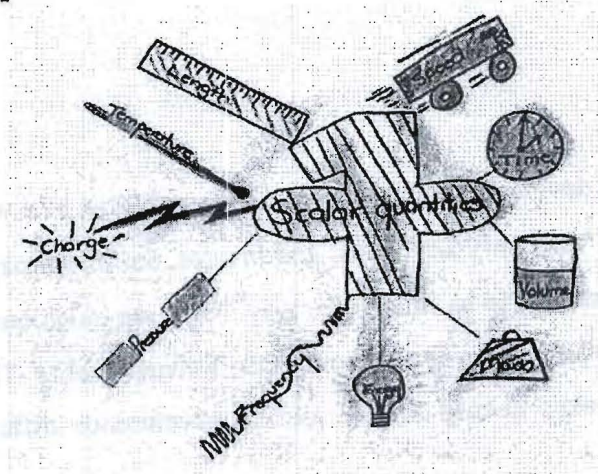
Mind maps were developed in the late 60s by Tony Buzan as a way of helping students make notes that used only key words and images, but mind map can be used by teachers to explain concepts in an innovative way. They are much quicker to make and much easier to remember and review because of their visual quality. The non-linear nature of mind maps makes it easy to link and cross-reference different elements of the map.

Mind Maps are also very quick to review, as it is easy to refresh information in your mind just by glancing once. Mind Maps can also be effective mnemonics and remembering their shape and structure can provide the cues necessary to remember the information within it. They engage much more of the brain in the process of assimilating and connecting facts than conventional notes.

The key notion behind mind mapping is that we learn and remember more effectively by using the full range of visual and sensory tools at our disposal. Pictures, music, color, even touch and smell play a part in our learning armory will help to recollect information for long time. The key is to build up mind maps that make the most of these things building on our own creativity, thinking and cross linking between ideas that exist in our own minds.

As the recent research point that any particular information explained with the help of graph charts make a high impact in the minds of the people and keeping this as the core aspect the teachers may try to picturize the concepts and show the same to the students

Chart 4 - AN EXAMPLE OF MIND MAP FOR SCALAR QUANTITIES



This would bring very high impact on the minds of the students about a concept

- 9 Creates clear understanding
- 9 PowerPoint can be used widely.
- 9 Innovative thinking improves

(2) TEACHING WITH SENSE OF HUMOUR – “HUMOUR AN EFFECTIVE MEDIUM OF TEACHING”

Everyone loves a teacher with an infectious sense of humor. Looking at the lighter side of life not only fosters cordial relations between professors and students, but also provides welcome relief while trying to follow a difficult lecture on a complicated subject.

Humor strengthens the relationship between student and teacher, reduces stress, makes a course more interesting and if relevant to the subject, may even enhance recall of the material. Humor has the ability to relax people, reduce tension, and thereby create an atmosphere conducive for learning and communication.

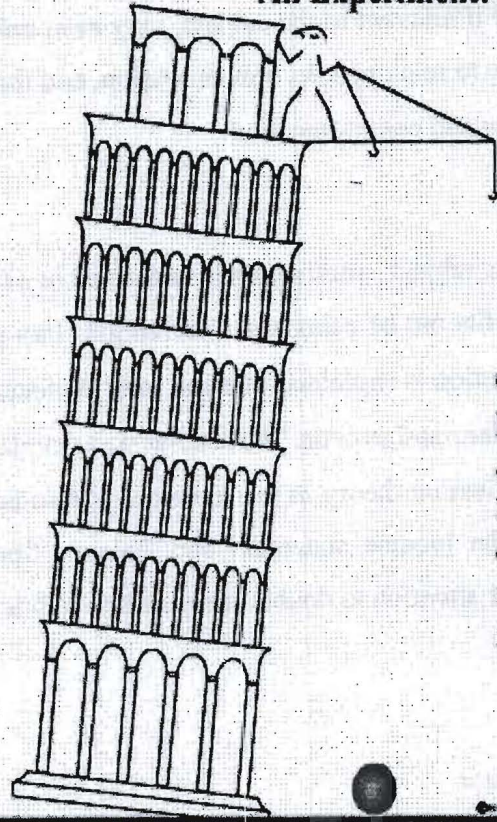
(3) Z TO A APPROACH

For example in management subject, motivation is explained in a manner that the organization get extensive benefits out of using some techniques like promotions and awards. So here the use of promotion is explained first and later students would get interest in knowing what are promotions and awards. The teacher starts explaining what is promotion and explains what motivation theory in management is. Another example we can try is that in accounting the Income statement and Balance Sheet can be explained first and later drawing their attention to double entry system of book keeping.

Strengths

- 9 Makes a particular concept clear
- 9 Students develop interest to know exactly the concept.
- 9 Creates long lasting memory/correlation of a con

An Experiment: Falling Objects



Our experiment proves the experimental hypothesis correct, two different-sized objects fall at the same rate. This is because the rate of acceleration of an object in a field of force (gravity) is independent of the object's mass (if we ignore wind resistance).

. Traditional way of teaching method will be explaining the theorem first and followed by its application. But this Z-A approach goes opposite in a manner that the proof or application is explained first and later the theory. Then it is explained that this the concept developed by Galileo. The above example of tower depicts a (possibly mythical) experiment in which Galileo dropped two objects from the leaning tower of pisa to demonstrate their comparable rate of descent.

(4) MNEMONICS WORDS- WORDS –WORDS APPROACH

Here the teacher is not supposed to talk on a particular concept for a quite long time. But to make it clear to the students he can just go on saying mnemonics or its associated meaning in words. Here he goes on saying only words instead of sentence, and once they come to a basic understanding of the meaning of a particular concept then the teacher will explain in sentences. For example in teaching language courses this technique can be used as an effective medium by the teacher to develop word power.

- 9 Dictionary must be used widely
- 9 Word power increases
- 9 Teacher also gets to know many words pertaining to a particular concept.

(5) ROLE PLAYING AND SCENARIO ANALYSIS BASED TEACHING

Role playing and scenario analysis is mostly used in organizations that try to analyze a problem pertaining to the organization, and this is also used in management institutions. But the similar kind of practice can be tried in other specialization too like science and engineering. Science and engineering courses have practical but in support of those practical if students are given a scenario and other options to solve a particular issue, then the students are exposed to decision making in a given environment.

For example, in teaching accounting the role of accountant can be explained by role playing technique. Invoice and bills can be given to students and asked them to assume the role of accountant. Here the real entries pertaining to transactions are made by the student and this is more practical approach to teaching where theory is supplemented by proper practical knowledge. Similar kind of technique can be applied in management, engineering and science courses.

Cornell (Johnson)	30%	30%	20%	—
UCLA (Anderson)	30%	40%	15%	—
Vanderbilt (Owen)	30%	40%	—	30%
SMU (Cox)	30%	25%	25%	—
ESADE	30%	30%	—	—
New York (Stern)	25%	25%	25%	—
Michigan (Ross)	25%	20%	—	15%
Notre Dame (Mendoza)	25%	27%	22%	—
Emory (Goizueta)	25%	30%	—	20%
Maryland (Smith)	25%	25%	—	20%
Georgetown (McDonough)	25%	30%	25%	—
Oxford (Said)	25%	40%	25%	—
Carnegie Mellon (Tepper)	20%	50%	10%	—
USC (Marshall)	20%	48%	25%	—

Source: Business schools reporting to *Bloomberg Businessweek*

HOW THE WORLD'S BEST BUSINESS SCHOOL TEACH THEIR MBAS

School	Case Study	Lecture	Team Project	Experiential Learning
Harvard Business School	80%	—	10%	5%
Western Ontario (Ivey)	75%	10%	—	5%
Virginia (Darden)	74%	—	6%	10%
IESE Business School	70%	10%	10%	—
UC-Berkeley (Haas)	50%	20%	—	17%
UNC (Kenan-Flagler)	50%	20%	—	15%
Dartmouth (Tuck)	45%	23%	20%	—
Stanford GSB	40%	20%	—	15%
Pennsylvania (Wharton)	40%	20%	25%	—
Columbia	40%	38%	15%	—
Yale	40%	34%	—	10%
Georgia Tech	40%	25%	25%	—
IE Business School	40%	20%	20%	—
Indiana (Kelley)	35%	25%	20%	—
Texas-Austin (McCombs)	35%	35%	—	15%
MIT (Sloan)	33%	25%	—	20%
Duke (Fuqua)	33%	33%	24%	—
Northwestern (Kellogg)	30%	30%	25%	—
London Business School	30%	30%	—	15%
INSEAD	30%	30%	20%	—

