



## **P. RAMI REDDY MEMORIAL COLLEGE OF PHARMACY**

44/35-1, Prakruthi Nagar, Utukur, Kadapa – 516 003 A.P.

Approved by AICTE & PCI, New Delhi, Recognised by Govt. of A.P.

Affiliated to JNTUA, Ananthapuramu. Recognised U/S 2(f) & 12(B) of UGC Act, 1956.

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### **ACADEMIC YEAR 2019 - 2020**

<b>S. No.</b>	<b>Name of the Capacity Enhance and Skill Enhancement Programme</b>	<b>Date of Implementation</b>
01	Usage of MS word, PPT and excel on the fields of pharmacy practice and research	28.01.2020 To 29.01.2020
02	Active listening, speaking and writing	26.12.2019 To 28.12.2019
03	Time management and problem solving skills	25.09.2019 To 28.09.2019
04	Focus and self-control, perspective taking and taking on challenges	17.09.2019
05	Yoga for health	27.08.2019



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Date: 30.09.2019

## REPORT

Program title : **Time management and Problem solving skills**  
Date : 25.09.2019 To 28.09.2019  
Time : 10.00 AM to 1.00 PM

### **Resource person details**

Name of speaker : Dr. B. Yugandhar Reddy  
Designation : Principal  
Place : P. Rami Reddy memorial college of Physiotherapy  
Contact details : 9393088288

The four-day session on "Time Management and Problem-Solving Skills" held at our college aimed to equip students with vital soft skills essential for academic success and beyond. The program focused on enhancing participants' abilities to effectively manage their time and approach problem-solving with efficiency and creativity.

- Participants gained practical skills to prioritize tasks and manage their time efficiently, leading to increased productivity.
- Students learned systematic approaches to identify and analyze problems, enabling them to devise well-structured solutions.
- Through creative problem-solving techniques, participants nurtured their creativity and original thinking.
- As students acquired essential time management and problem-solving skills, they exhibited increased confidence in handling academic and personal challenges.

The "Time Management and Problem-Solving Skills" four-day session proved highly beneficial for college students. Equipped with efficient time management techniques and creative problem-solving approaches, participants are now better prepared to excel in their academic pursuits and future endeavors.

**PROGRAM COORDINATOR**

  
30/9/19

**PRINCIPAL**

**PRINCIPAL**  
P.R.R.M. College of Pharmacy,  
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Date: 30.12.2019

## REPORT

Program title : Active Listening, Speaking, and Writing  
Date : 26.12.2019 To 28.12.2019  
Time : 10.00 AM to 1.00 PM

### **Resource person details**

Name : Dr. C. Surya Prakash Reddy  
Designation : Professor  
Place : Annamacharya College of Pharmacy  
Contact No : 9963170820

In the pleasant morning the session was started with great enthusiasm among students and was initiated by program co-ordinator.

Workshop Highlights:

### **Day 1: Active Listening Skills**

- Understand the importance of active listening in effective communication.
- Learned techniques to enhance listening skills and comprehension.
- Practice exercises to improved ability to understand and respond appropriately.

### **Day 2: Effective Speaking Techniques**

- Develop confidence in public speaking and overcome stage fright.
- Learnet the art of structuring thoughts and presenting ideas clearly.
- Received personalized feedback to enhance speaking skills individually.

### **Day 3: Polishing Writing Proficiency**

- Explored the essentials of impactful writing, including grammar and style.
- Through this student known valuable insights into active listening, speaking, and writing techniques. The session concluded with vote of thanks to resource person on behalf of students and institution by program co-ordinator

*D. Vasanthi Devi*

**PROGRAM COORDINATOR**

*S. S. Ch*  
**PRINCIPAL** 30/12/19

**PRINCIPAL**

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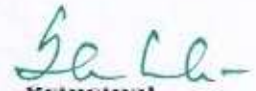
### REPORT

Program title	: Focus and Self-Control, Perspective Taking, and Taking on Challenges
Date	: 17.09.2019.
Time	: 10.00 AM to 4.00 PM
Resource person details	
Name of speaker	: Mr. Kasigari Prasad
Designation	: Assistant professor, writer and speaker
Place	: Annamcharya institute of technology and sciences
Contact details	: + 91 9550530232

A three day college workshop on life skills, participants explored "Focus and Self-Control, Perspective Taking, and Taking on Challenges." conducted in PRRMCP.

- Engaging sessions allowed students to develop essential skills and foster personal growth.
- Through interactive discussions and activities, they learned to improve focus, manage distractions, and practice mindfulness.
- Empathy-building exercises and conflict resolution strategies enriched their perspective-taking abilities. Embracing a growth mindset and setting achievable goals empowered them to tackle challenges with confidence.
- The workshop equipped students with practical tools to excel academically and thrive in various aspects of life. Overall, the workshop was a resounding success in empowering our students with invaluable life skills.

  
Program Coordinator

  
Principal  
P.R.R.M. College of Pharmacy,  
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Date: 28.08.2019

## REPORT

Program title : "YOGA FOR HEALTH"

Date : 27.08.2019

Time : 10.00 AM to 04.00 PM

### **Resource person details**

Name of speaker : Sri Jagadeesh Shastri

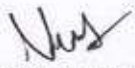
Designation : Yoga trainer

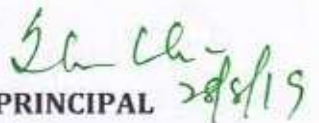
Place : Sri Guruji Vana Prastha Ashram

- ❖ Students and staff were given the opportunity to engage in a variety of yoga postures, breathing exercises, and relaxation techniques during a succession of yoga sessions led by seasoned yoga instructors. These sessions catered to participants of various experience levels, assuring inclusivity and encouraging active participation.
- ❖ Reputable yoga practitioners and experts were invited to give guest lectures on the benefits of yoga, its history, and its potential for stress management and overall health. Meditation and mindfulness seminars were held concurrently with yoga classes to promote mental relaxation and clarity. The participants were guided through various meditation techniques, with an emphasis on the significance of mindfulness in reducing tension and enhancing concentration.
- ❖ For the purpose of fostering a spirit of healthy competition and showcasing the participants' yoga skills, various categories of yoga competitions were conducted. Through various yoga asanas, students were encouraged to demonstrate their flexibility, balance, and control. Winners were recognised and presented with certificates for their outstanding performances.

### **Conclusion:**

Through yoga sessions, guest lectures, meditation seminars, competitions, and informative displays, participants gained a deeper understanding of the significance of yoga in leading a balanced and healthy lifestyle. In addition to promoting physical fitness, the event emphasised the significance of mental health, thereby nurturing a harmonious environment within the college community. The celebrations of Yoga Day served as a reminder of the transformative power of yoga and its potential to have a positive effect on individuals and society as a whole.

  
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DATE: 30.01.2020

### REPORT

Program title : **Usage of MS WORD, PPT, and EXCEL on the fields of pharmacy Practice and Research.**

Date : 28.01.2020 To 29.01.2020

Time : 10.00 AM to 1.00 PM

#### **Resource person details**

Name of speaker : Dr. C. Rajaram

Designation : Professor

Place : P. Rami Reddy memorial college of Pharmacy College, Kadapa.

Contact details : 8019504202

The session focused on demonstrating the practical applications of Microsoft Word, PowerPoint, and Excel in the fields of pharmacy and research. The aim was to equip participants with essential skills that can enhance their work efficiency, data analysis, and presentation abilities in these domains.

#### **1. Applications of MS Word in Pharmacy and Research:**

The presenter discussed how MS Word can be used for documentation, report writing, and paper publication. Examples were provided on how pharmacists and researchers use MS Word to create research papers, patient information leaflets, and case study reports.

#### **2. Applications of MS Excel in Pharmacy and Research:**

The versatility of MS Excel in data management and analysis was explained. The session covered tasks such as drug inventory tracking, data visualization, statistical analysis, and creating graphs for research presentations.

#### **3. Applications of MS PowerPoint in Pharmacy and Research:**

The use of MS PowerPoint for creating visually appealing and informative presentations was explored. Examples included research conference presentations, educational lectures, and pharmaceutical product training sessions.

#### **4. Hands-on Exercises:**

Participants were guided through hands-on exercises tailored to each application. They practiced formatting a research paper in MS Word, creating a drug inventory spreadsheet in MS Excel, and designing a research presentation slide in MS PowerPoint.



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### Question & Answer Session:

Participants engaged in a question and answer session, clarifying doubts and seeking guidance on specific scenarios related to their pharmacy and research projects.

### Conclusion:

The session successfully conveyed the significance of MS Word, Excel, and PowerPoint in pharmacy and research settings. By providing hands-on experience and real-world examples, participants were empowered to harness these tools effectively. The newfound skills will undoubtedly contribute to their success in academia and the professional world.

  
PROGRAM COORDINATOR

  
PRINCIPAL 30/1/20  
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