



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

**\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation**

Kandlakoya (V), Medchal Road, Hyderabad -501401.

Date: 21<sup>st</sup> Aug 2019

To,  
The Coordinator,  
IQAC,  
CMR College of Engineering & Technology.

Respected sir,


Sub: Request to approve the events to be conducted under Committee for Minority for A.Y:2019-20.

As per the committee for Minority meeting held on 20-08-2019, all the committee members passed a resolution to conduct the below mentioned events under Committee for Minority for the academic year 2019-20. Hence I request you to approve the events to be conducted and also to facilitate us with the resources for the successful completion of the events under committee for Minority.

S. No	Name of the Event/Activity	Planned Date
1	Minority Education (Policies, Programmes and Schemes)	23/08/2019
2	Personality Development and Communication Skill Program	30/01/2020

Thanking you,

Yours sincerely

  
(Abdul Subhani Shaik)

Convener



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*  
\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

---

Date: 21<sup>st</sup> Aug 2018

To,  
The Principal,  
CMRCET,  
Kandlakoya (V),  
Medchal Road,  
Hyderabad-501401.

Through IQAC Co-Ordinator

Dear Sir,

**ub:** Requesting permission to conduct Guest Lecture on MINORITY EDUCATION on 23/08/2019.

I, Abdul Subhani Shaik, Associate Professor in ECE Dept and convener of the Minority Cell requesting for your permission to conduct Career Counseling program for Minority students.

- Date of Event: 23/08/2019
- Name of event: Guest Lecture on MINORITY EDUCATION
- Venue of event: ECE seminar hall, Block-II

I request you to grant me permission and do the need full.

Thanking you

Yours sincerely

(Abdul Subhani Shaik)  
Convener



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/PRIN/MINORITY/AY2019-20/CIR-02

Date: 22<sup>th</sup> Aug 2019

## CIRCULAR

All the students are hereby informed to attend Guest Lecture on MINORITY EDUCATION on 23/08/2019 organized by Minority Cell.

**Venue:** ECE Seminar Hall, Room No 202, CMRCET Block - II

**Time:** 3.00 PM to 4:00 PM

**Contact:** Abdul Subhani Shaik, Convener Minority Cell (9246190720)

**Convener**

**Principal**

PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. IQAC Coordinator
2. Controller of Examinations
3. All HODS
4. Administrative Officer
5. Accounts Officer
6. Concerned Faculty members
7. Students Notice Board



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

*\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation*

*Kandlakoya (V), Medchal Road, Hyderabad -501401.*

---

---

## PROGRAMREPORT

Guest Lecture on **MINORITY EDUCATION (Policies, Programmes and Schemes)** was conducted in our college on 23<sup>rd</sup> Aug 2019 at ECE seminar hall, Block-II.

### **Description:**

**Merit-cum-Means Scholarship Scheme for Students belonging to the Minority Communities** provides financial assistance to the poor and meritorious students belonging to minority communities to enable them to pursue professional and technical courses

### **Free Coaching and Allied Scheme for Minority Communities Students**

empowers the minority communities for employment in industries, services and business sectors in addition to the government sector

### **Maulana Azad National Fellowship for Minority Students Scheme**

provides integrated five year fellowships in the form of financial assistance notified by the Central Government to pursue higher studies such as M. Phil and Ph.D and coaching for entry as imparted by UGC.

### **Corpus Funds to Maulana Azad Education Foundation**

who formulates and implements educational schemes and plans for the benefit of the educationally backward minorities in particular and weaker sections in general, establishes residential schools, especially for girls, in order to provide modern education to them. Provides Financial support under following schemes:

**(a) Maulana Azad National Scholarship Scheme for Meritorious Girl Students belonging to Minorities** to provide financial assistance to the poor and meritorious girl students belonging to minority communities

### **(b) Grant-in Aid Scheme administered through NGOs**

established by MAEF to provide basic educational infrastructure and facilities in the areas of concentration of educationally backward minorities which do not have adequate provision for elementary to Secondary School/Jr. Colleges/Professional and Vocational Training Institutes.

### **Central Wakf Council**

provide scholarship through State Wakf Boards in their respective states to the school students, madarsa students and to the students doing technical/vocational/professional degree courses for muslim students.

### **Outcomes:**

All Students got the complete awareness about the Policies, Programmes and Schemes for Minorities

**Convener**





# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation

Kandlakoya (V), Medchal Road, Hyderabad -501401.



## CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)

(Accredited by NBA & NAAC with 'A' Grade)  
Kandlakoya, Medchal Road, Hyderabad -501401

### Minority Cell

Guest Lecture

on

## “Minority Education”

By

Dr. M. Ahmed Ali Baig

(Professor, CMRITC, Hyderabad)

on

**23 - 08 - 2019**







# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

Date: 20<sup>th</sup> Jan 2020

To.  
The Principal,  
CMRCET,  
Kandlakoya (V),  
Medchal Road,  
Hyderabad-501401.

Through IQAC Co-Ordinator

Dear Sir,

**Sub:** Requesting permission to conduct Guest Lecture on Personality Development and Communication Skill Program for Minorities on 30/01/2020

I, Abdul Subhani Shaik Associate Professor ECE Dept and convener for Minority Cell requesting your permission to conduct Professional Skills Development Program.

- Date of Event: 30/01/2020
- Name of event: Personality Development and Communication Skill Program
- Venue of event: ECE seminar hall,Block-II

I request you to grant me permission and do the need full.

Thanking you

Yours sincerely

(Abdul Subhani Shaik)

Convener



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)  
\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.

CMRCET/PRIN/MINORITY/AY2019-20/CIR-03

Date: 21<sup>st</sup> Jan 2020

## CIRCULAR

All the students are here by informed to attend Guest Lecture on Personality Development and Communication Skill Program For Minorities on 30/01/2020 organized by Minority Cell.

**Venue:** Seminar Hall, Dept of ECE, CMRCET Block - II

**Time:** 2.30 PM to 4:00 PM

**Contact:** Abdul Subhani Shaik, Convener Minority Cell (9246190720)



**Convener**



**Principal**

PRINCIPAL  
CMR COLLEGE OF ENGG. & TECH.  
Kandlakoya (V), Medchal Road,  
Hyderabad-501401.

Copy Submitted to: (1) The Secretary Garu – For your kind information Pl.

Copy to:

1. IQAC Coordinator
2. Controller of Examinations
3. All HODS
4. Administrative Officer
5. Accounts Officer
6. Concerned Faculty members
7. Students Notice Board



# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

*An Autonomous Institution with NAAC Accreditation (A Grade)*

**\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation**

Kandlakoya (V), Medchal Road, Hyderabad -501401.

---

---

## PROGRAM REPORT

### **A Report on Personality Development and Communication Skill Program For Minorities**

Effective Communication skills play a crucial role in honing one's personality. Communication helps individuals to express themselves in the most convincing way. Your thoughts, feelings and knowledge should be passed on in the most desirable manner and effective communication skills help you in the same. Not all people are blessed with excellent communication skills; they acquire the same with time and practice. People with great communication skills tend to have a better and impressive personality than those who have problems in communicating as interacting with others is not a challenge for them. Individuals with effective communication skills can easily converse with other people around be it their fellow workers, peers, family and so on.

Following points should follow to improve one's communication skill.

- a) **Effective communication skills strengthen the bond among individuals:** Careful selection of words is essential for effective communication skills. You really need to know what you are speaking. You never know what might hurt the other person. Never even think of being rude to anyone.
- b) **Speak convincingly so that the other person understands what you intend to communicate:** Your style of speaking has a tremendous impact on your personality. Speaking slowly always helps as it allows you to find appropriate words and also reflects thoughtfulness. Emphasize important and relevant words for the other person to realize the importance. Speaking confidently is the key to an impressive and great personality.
- c) **Take care of your body language:** Correct body language exudes confidence which further hones an individual's personality. Do not fiddle with things around while speaking.
- d) **Be very particular about the pronunciation of words:** If you are not very sure of how to pronounce a particular word, avoid the same in your speech. Pronouncing words wrongly creates a bad impression on others.
- e) **It is important to be a good and patient listener for effective communication skills.**

### **Outcomes:**

Participants got to know the importance of the effective communication skill.

**Convener**





# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

An Autonomous Institution with NAAC Accreditation (A Grade)  
\*Approved by AICTE \*Permanently affiliated to JNTUH \*NBA Accreditation  
Kandlakoya (V), Medchal Road, Hyderabad -501401.



## CMR COLLEGE OF ENGINEERING & TECHNOLOGY

(AUTONOMOUS)  
(Accredited by NBA & NAAC with 'A' Grade)  
Kandlakoya, Medchal Road, Hyderabad -501401

### Minority Cell

Guest Lecture

on

## “Personality Development & Communication Skill”

By

Dr. M. Suresh

(Head R & D)

on

**30-01-2020**

