



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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11-3-918, New Mallepally, Hyderabad-500001, T. S. India

Ref.:

Date: _____

5.1.2 Following capacity development and skills enhancement activities are organised for improving students' capability Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills) Awareness of trends in technology

5.1.2(1) Documents related to organized soft skills programmes during Assessment period



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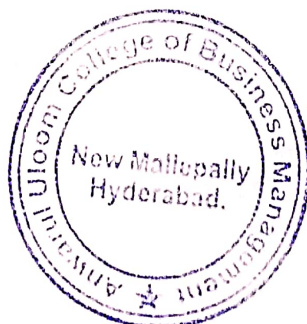
Ref.:

Date: _____

5.1.2(1) INDEX OF STUDENT CAPACITY BUILDING

SOFT SKILL

S.NO.	Name of the capacity development and skills enhancement program	Programme Date	Number of students enrolled	Name of the agencies/consultants involved with contact details(if any)
1	The Five Elements of Effective Thinking-Building Soft skill for Success	13 – 17 Mar 2023	100	Mr.Mohammed Saleem Pasha & Mrs.Raheemunnisa
2	Team Work-A Necessary Soft Skill	07 – 11 Mar 2022	100	Mr.Saleem Pasha & Mr.Sai Srujan
3	Problem Solving-A Soft Skill to Improve Critical Thinking	15 – 19 Mar 2021	111	Mrs.Fatimaunnisa & Miss.Ruhi Naaz
4	Time Management-A Soft Skill Tool	02 – 06 Mar 2020	107	Mrs.Shahnaa& Mrs.Raheemunnisa
5	Leadership- A Soft skill to build Personality	11 – 15 Feb 2019	100	Dr.Osman Bin Salam & Dr.Aijaz




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11-3-918, New Malleshpally Hyderabad-500082

Ref.:

Date:

6th March, 2023

CIRCULAR

The students and staff are hereby informed that the college is organizing a Five day soft skill sessions on 'The Five Elements of Effective Thinking-Building Soft skill for Success' on 13th to 17th March 2023. Mr.Saleem Pasha and Mrs Raheemunnisa will be addressing us. All are requested to participate and get benefit.

VENUE: MBA SEMINAR HALL

TIME: 10.00 AM

Copy to:



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Signature of HOD	TPO	OFFICE	LIBRARY

- Class rooms and copy to Notice Board



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Ref.:

Date: 18.03.2023

REPORT

Name of the Program : The Five Elements of Effective Thinking-Building Soft skill for Success

Date : 13.03.2023 to 17.03.2023

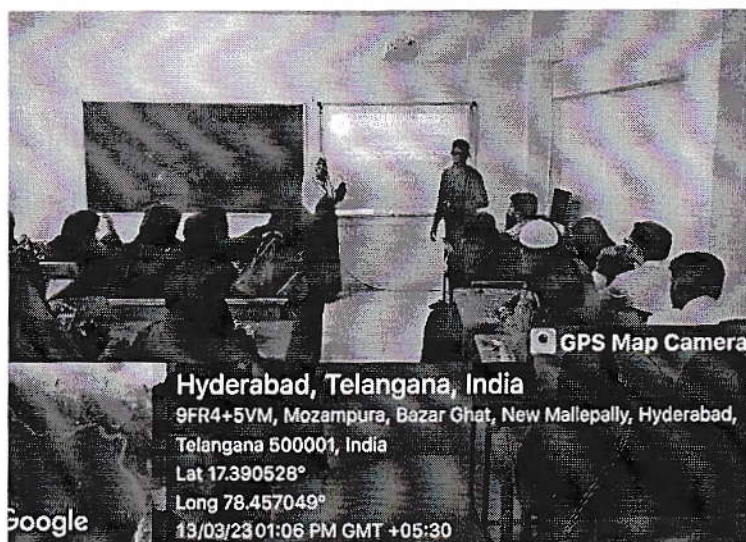
Timing : 10:00 AM

Resource Person Details

Name : 1.Mr.Saleem Pasha

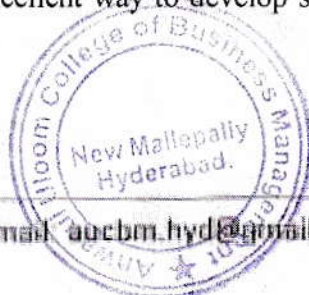
2.Mrs Raheemunnisa

Place: Anwarul Uloom College of Business Management



INTRODUCTION

The Five Elements of Effective Thinking explores five principles that can be used to develop critical thinking skills and promote success. These five elements are understanding deeply, failing effectively, raising questions, making connections, and seeing what's there. By mastering these skills, individuals can become better problem-solvers, improve their creativity and innovation, and enhance their ability to learn. In short, these elements are an excellent way to develop soft skills and achieve success in both personal and professional contexts..



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Objective

The objective of The Five Elements of Effective Thinking is to provide a framework for developing thinking skills and becoming more effective problem-solvers. It mainly outlines five key elements of effective thinking:

Understand deeply

Make mistakes

Raise questions

Follow the flow of ideas

Change perspectives

By incorporating these elements into their thinking, individuals can enhance their ability to learn, innovate, and create solutions to complex problems. It provides practical advice and exercises to help readers apply these elements to their thinking in various contexts, from academic and professional pursuits to personal growth and development. Overall, the objective of The Five Elements of Effective Thinking is to inspire individuals to adopt a growth mindset and become more effective thinkers and problem-solvers.

Topic covered

- Understand deeply: This element emphasizes the importance of taking the time to gain a thorough understanding of the topic or problem at hand. It suggests asking questions, making connections to other ideas, and exploring different perspectives to gain a deeper understanding of the topic.
- Make mistakes: This element encourages the reader to embrace failure as a necessary part of the learning process. It suggests that making mistakes can provide valuable insights and lead to new discoveries.
- Raise questions: This element focuses on the importance of asking good questions that challenge assumptions and lead to new insights. It suggests that asking questions can help to clarify our thinking and deepen our understanding.
- Follow the flow of ideas: This element encourages the reader to be open to new ideas and to follow them where they lead. It suggests that by allowing ourselves to be curious and open-minded, we can discover new connections and insights.




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- **Change:** This element emphasizes the importance of being adaptable and open to change. It suggests that by being willing to try new things and embrace new ideas, we can continually improve our thinking and problem-solving skills.

Overall, the session 'The Five Elements of Effective Thinking-Building Soft skill for Success' provides the framework for developing soft skills such as critical thinking, creativity, and adaptability, which are essential for success in various areas of life, including education, career, and personal relationships.

Outcome:

The outcomes for the session 'The Five Elements of Effective Thinking-Building Soft skill for Success' are :

1. **Understand deeply:** It emphasizes the importance of asking questions, seeking feedback, and challenging assumptions to gain a deeper understanding of the topic.
2. **Make mistakes:** It emphasizes the importance of taking calculated risks, experimenting, and learning from failures to improve one's understanding and skills.
3. **Raise questions:** It emphasizes the importance of asking thought-provoking questions, challenging assumptions, and seeking alternative perspectives to gain a deeper understanding of the world.
4. **Follow the flow of ideas:** It emphasizes the importance of letting ideas develop and grow, connecting seemingly unrelated concepts, and exploring different possibilities.
5. **Change:** It emphasizes the importance of adapting to new situations, seeking out new experiences, and learning from them to improve one's understanding and skills.

By developing these five elements of effective thinking, one can improve their soft skills, become more effective thinkers, and achieve greater success in both personal and professional life..



PROGRAM COORDINATOR




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2nd Jan 2018

Five elements of effective thinking-Building Softskill for Success

Students Enrolment List

S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
1	140317672003	MOHAMMAD MOIN KHAN	Md. Moin
2	140317672004	MIR SAADATH ALI QUADRI	Saad
3	140317672005	TABASSUM INAYATH	Tab
4	140317672007	MOHAMMED PARVEZ	Ratima
5	140317672008	NOOR UL AIN FATHIMA	Noor Ulan
6	140317672012	SABA SULTANA	Saba Sultana
7	140317672013	FARHEEN SULTANA	Farheen Sultana
8	140317672014	MOHAMMADI BEGUM	MD Begum
9	140317672016	MISBAH SULTANA	Misbah
10	140317672017	MOHD MIRAJ UDDIN AHMED	Miraj
11	140317672018	MOHD TOUFEEQ	Toufee
12	140317672020	SUMAIYYA FATIMA QUADRI	Sumaiyya
13	140317672022	HAMI ALI KHAN	Hami Ali
14	140317672024	MD NAWAZ KHAN	Nawaz
15	140317672025	SYED NOUMAN PEER	Nouman
16	140317672027	SHAIK NAYAZ	SNAYAZ
17	140317672028	MOHAMMED MUJTABA ALI	Mujtaba
18	140317672031	MOHAMMED SALMAN AHMED	Salman Ahmed
19	140317672032	SYED ZAINUL ABEDIN ALI ZAIDI	Zainul
20	140317672033	MOHAMMED ATIF AHMED QUADRI	Atif
21	140317672036	MOHD IBRAHIM	Ibrahim
22	140317672037	MOHD RAHEEM KHAN	Raheem
23	140317672039	YASEEN FATIMA	Yaseen Fatima
24	140317672040	MOHD ARIF NAWAZ ALI KHAN	Arif
25	140317672042	SYED ABDUL QADIR	Abdul
26	140317672043	MOHAMMED	Mohammed
27	140317672045	MOHAMMED RAHMATH	MD Rahmath
28	140317672046	SADIYA SULTANA	Sadiya Sultana
29	140317672048	MAHVESH ANSARI	Mahvesh
30	140317672049	LUBNA SULTANA	Lubna Sultana
31	140317672052	MD SHARUKH HUSSAIN	Sharukh Hussain
32	140317672054	SYED ATHA UR RAHMAN	Atha ur Rahman
33	140317672055	HAFAEEZ UNISSA BEGUM	Unissa
34	140317672056	SYED ALTAH	Syed Altaf
35	140317672057	MOHD SOHAIL MUBASHEER	Sohail
36	140317672059	RAFATH JABEEN	Rafath
37	140317672061	MOHD SALEEM	MD Saleem
38	140317672063	ARSHIYA BANU	Arshiya Banu
39	140317672065	ABDUL SABER	Abdul
40	140317672066	MOHAMMED AAMIR KHADEER	MD Aamir
41	140317672067	HUMERA UNISSA	Humera
42	140317672068	JUVERIYA BEGUM	Juveriya
43	140317672070	SYED SHAHBAAZ	Shahbaz
44	140317672071	ASIMA NEHAN	Asima
45	140317672072	SYED FARAZ	Faraz

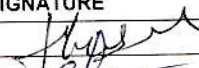
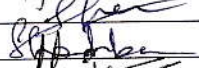
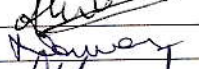


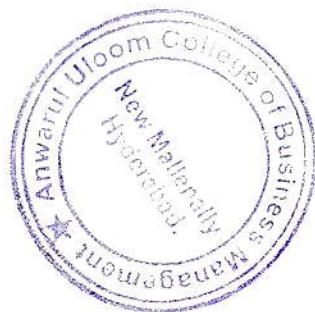

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S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
46	140317672074	ABDUL ALEEM	Abdul Aleem
47	140317672075	SK TAUFEEQ	Taufeeq
48	140317672077	SHAGUFTA ANJUM	Shagufta Anjum
49	140317672079	NAZMEEN BEGUM	Nazmeen Begum
50	140317672081	MIRZA JAMSHEER BAIG	Jamsheer
51	140317672083	AFREEN FATIMA	Afreem
52	140317672084	SHAIK MEHBOOB HUSSAIN	Mehboob
53	140317672085	NADEEM ALI KHAN	Nadeem
54	140317672087	YASMEEN SULTANA	Yasmeen
55	140317672088	LIYAKAT FATIMA	Liyakat
56	140317672090	HUSSAIN MOHAMMED	Hussain
57	140317672091	HAJERA SULTANA	Hajera
58	140317672093	ADNAN AHMED SHERIFF	Adnan
59	140317672095	MOHD MUZAFFAR	Muzaffar
60	140317672096	AFSHAN FATIMA	Afsan
61	140317672097	MD UZMA	Uzma
62	140317672099	SYED MOHD AKBAR RAZVI	Akbar
63	140317672100	SYED AMJAD AHMED	Amjad
64	140317672101	MD ZUBAIR ALI KHAN	Zubair
65	140317672103	MD MUKKARAM ALI	Mukarram
66	140317672105	SYED ADEEB	Adeeb
67	140317672106	SYED OMER	Omer
68	140317672107	MD ABDUL ARIF KHAN	Arif
69	140317672109	RUKSAR FATIMA	Ruksar
70	140317672110	SAIF ALI	Saif
71	140317672112	SYED QAYYUM	Qayyum
72	140317672114	ABDALLAH BIN SAYEED	Sayeed
73	140317672115	MD SAMEER AHMED	MD Sameer
74	140317672117	YASMEEN BEGUM	Yasmeen
75	140317672119	JUVERIA FATIMA ZABI	Juveria
76	140317672121	GOUSIYANAAZ	Gousiya
77	140317672122	MOHAMMAD OSMAN ALI	Osman
78	140317672124	SUMMAIYA JABEEN	Sumaiya
79	140317672125	SYED MAZHER	Mazher
80	140317672126	KHAJA SAIF UDDIN	Khaifa Saifuddin
81	140317672130	FAREENA	Fareena
82	140317672131	MOHAMMED SAMEER	Sameer
83	140317672132	MOHD TAJUDDIN	Taj
84	140317672133	MOHAMMED KHAJA ALI	Khaifa Ali
85	140317672134	SAFA FATIMA	Safa
86	140317672135	SADIQ MD	Sadiq
87	140317672138	MOHAMMED MUBEEN UL HAQ	Mubeen
88	140317672140	MD SIRAJUDDIN	Sirajuddin
89	140317672141	ABEDUNNISA	Abdunnisa
90	140317672142	ZUBEDA BEGUM	Zubeda
91	140317672144	SANA SIDDIQUA	Sana
92	140317672145	MOHAMMED ABDUL IRFAN	Irfan
93	140317672146	SAYEED SALEEM AHMED	Sayeed Saleem
94	140317672147	SARA BEGUM	Sara



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S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
95	140317672149	ABID HUSSAIN	
96	140317672150	SYEDA SHAHZADI BEGUM	
97	140317672152	MOHAMMED SHAHBAAZ KHAN	
98	140317672154	MOHAMMAD ALI	
99	140317672156	MOHAMMED NAWAZUDDIN GHORI	
100	140317672157	SYED FAHAD GAZI	



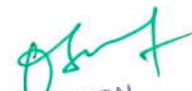

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Five elements of effective thinking-Building Softskill for Success

Students Attendance Sheet

S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
1	140317672003	MOHAMMAD MOIN KHAN	P	P	P	P	P
2	140317672004	MIR SAADATH ALI QUADRI	P	P	P	P	P
3	140317672005	TABASSUM INAYATH	P	P	P	P	P
4	140317672007	MOHAMMED PARVEZ	P	P	P	P	P
5	140317672008	NOOR UL AIN FATHIMA	P	P	P	P	P
6	140317672012	SABA SULTANA	P	P	P	P	P
7	140317672013	FARHEEN SULTANA	P	P	P	P	P
8	140317672014	MOHAMMADI BEGUM	P	P	P	P	P
9	140317672016	MISBAH SULTANA	P	P	P	P	P
10	140317672017	MOHD MIRAJ UDDIN AHMED	P	P	P	P	P
11	140317672018	MOHD TOUFEEQ	P	P	P	P	P
12	140317672020	SUMAIYYA FATIMA QUADRI	P	P	P	P	P
13	140317672022	HAMI ALI KHAN	P	P	P	P	P
14	140317672024	MD NAWAZ KHAN	P	AB	P	P	P
15	140317672025	SYED NOUMAN PEER	P	P	P	P	P
16	140317672027	SHAIK NAYAZ	P	P	P	P	P
17	140317672028	MOHAMMED MUJTABA ALI	P	P	P	P	P
18	140317672031	MOHAMMED SALMAN AHMED	P	P	P	P	P
19	140317672032	SYED ZAINUL ABEDIN ALI ZAIDI	P	P	P	P	P
20	140317672033	MOHAMMED ATIF AHMED QUADRI	P	P	P	P	P
21	140317672036	MOHD IBRAHIM	P	P	P	P	P
22	140317672037	MOHD RAHEEM KHAN	P	P	P	P	P
23	140317672039	YASEEN FATIMA	P	P	P	P	P
24	140317672040	MOHD ARIF NAWAZ ALI KHAN	P	P	P	P	P
25	140317672042	SYED ABDUL QADIR	P	P	P	P	P
26	140317672043	MOHAMMED	P	P	P	P	P
27	140317672045	MOHAMMED RAHMATH	P	P	P	P	P
28	140317672046	SADIYA SULTANA	P	P	P	P	P
29	140317672048	MAHVESH ANSARI	P	P	P	P	P
30	140317672049	LUBNA SULTANA	P	P	P	AB	P
31	140317672052	MD SHARUKH HUSSAIN	P	P	P	P	P
32	140317672054	SYED ATHA UR RAHMAN	P	P	P	P	P
33	140317672055	HAFAEEZ UNISSA BEGUM	P	P	P	P	P
34	140317672056	SYED ALTAF	P	P	P	P	P
35	140317672057	MOHD SOHAIL MUBASHEER	P	P	P	P	P
36	140317672059	RAFATH JABEEN	P	P	P	P	P
37	140317672061	MOHD SALEEM	P	P	P	P	P
38	140317672063	ARSHIYA BANU	P	P	P	P	P
39	140317672065	ABDUL SABER	P	P	P	P	P




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S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
40	140317672066	MOHAMMED AAMIR KHADEER	P	P	P	P	P
41	140317672067	HUMERA UNISSA	P	P	P	P	P
42	140317672068	JUVERIYA BEGUM	P	P	P	P	P
43	140317672070	SYED SHAHBAAZ	P	P	P	P	P
44	140317672071	ASIMA NEHAN	AB	P	P	P	P
45	140317672072	SYED FARAZ	P	P	P	P	P
46	140317672074	ABDUL ALEEM	P	P	P	P	P
47	140317672075	SK TAUFEeq	P	P	P	P	P
48	140317672077	SHAGUFTA ANJUM	P	P	P	P	P
49	140317672079	NAZMEEN BEGUM	P	P	P	P	P
50	140317672081	MIRZA JAMSHEER BAIG	P	P	P	P	P
51	140317672083	AFREEN FATIMA	P	P	P	P	P
52	140317672084	SHAIK MEHBOOB HUSSAIN	P	P	P	P	P
53	140317672085	NADEEM ALI KHAN	P	P	P	P	P
54	140317672087	YASMEEN SULTANA	P	P	P	P	P
55	140317672088	LIYAKAT FATIMA	P	P	P	P	P
56	140317672090	HUSSAIN MOHAMMED	P	P	P	P	P
57	140317672091	HAJERA SULTANA	P	P	P	P	P
58	140317672093	ADNAN AHMED SHERIFF	P	P	P	P	P
59	140317672095	MOHD MUZAFFAR	P	P	P	P	P
60	140317672096	AFSHAN FATIMA	P	P	P	P	P
61	140317672097	MD UZMA	P	P	P	P	P
62	140317672099	SYED MOHD AKBAR RAZVI	P	P	P	P	P
63	140317672100	SYED AMJAD AHMED	P	P	P	P	P
64	140317672101	MD ZUBAIR ALI KHAN	P	P	P	P	P
65	140317672103	MD MUKKARAM ALI	P	P	P	P	P
66	140317672105	SYED ADEEB	P	P	AB	P	P
67	140317672106	SYED OMER	P	P	P	P	P
68	140317672107	MD ABDUL ARIF KHAN	P	P	P	P	P
69	140317672109	RUKSAR FATIMA	P	P	P	P	P
70	140317672110	SAIF ALI	P	P	P	P	P
71	140317672112	SYED QAYYUM	P	P	P	P	P
72	140317672114	ABDALLAH BIN SAYEED	P	P	P	P	P
73	140317672115	MD SAMEER AHMED	P	P	P	P	P
74	140317672117	YASMEEN BEGUM	P	P	P	P	P
75	140317672119	JUVERIA FATIMA ZABI	P	P	P	P	P
76	140317672121	GOUSIYANAAZ	P	P	P	P	P
77	140317672122	MOHAMMAD OSMAN ALI	P	P	P	P	P
78	140317672124	SUMMAIYA JABEEN	P	P	P	P	P
79	140317672125	SYED MAZHER	P	P	P	AB	P
80	140317672126	KHAJA SAIF UDDIN	P	P	P	P	P
81	140317672130	FAREENA	P	P	P	P	P
82	140317672131	MOHAMMED SAMEER	P	P	P	P	P

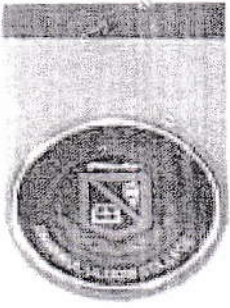


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S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
83	140317672132	MOHD TAJUDDIN	P	P	P	P	P
84	140317672133	MOHAMMED KHAJA ALI	P	P	P	P	P
85	140317672134	SAFA FATIMA	P	P	P	P	P
86	140317672135	SADIQ MD	P	P	P	P	P
87	140317672138	MOHAMMED MUBEEN UL HAQ	P	P	P	P	P
88	140317672140	MD SIRAJUDDIN	P	P	P	P	P
89	140317672141	ABEDUNNISA	P	P	P	P	P
90	140317672142	ZUBEDA BEGUM	P	P	P	P	P
91	140317672144	SANA SIDDIQUA	P	P	P	P	P
92	140317672145	MOHAMMED ABDUL IRFAN	P	P	AB	P	AB
93	140317672146	SAYEED SALEEM AHMED	P	P	P	P	P
94	140317672147	SARA BEGUM	P	P	P	P	P
95	140317672149	ABID HUSSAIN	P	P	P	P	P
96	140317672150	SYEDA SHAHZADI BEGUM	P	P	P	P	P
97	140317672152	MOHAMMED SHAHBAAZ KHAN	P	P	P	P	P
98	140317672154	MOHAMMAD ALI	P	P	AB	P	P
99	140317672156	MOHAMMED NAWAZUDDIN GHORI	AB	P	P	P	P
100	140317672157	SYED FAHAD GAZI	AB	P	P	AB	P




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11-3-91B, New Malleshpally, Hyderabad-500081, India

Ref.:

Date:

28th February, 2022

CIRCULAR

The students and staff are hereby informed that the college is organizing a five days soft skill sessions on '**Team Work-A Necessary Soft Skill**' from 07-03-2022 to 11-03-2022. Mr.Saleem Pasha and Mr.Sai Srujan Kumar will be addressing us. All are requested to participate and get benefit.

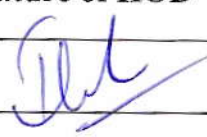
VENUE: MBA SEMINAR HALL

TIME: 10.00 AM

Copy to:




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ANWARUL ULOOM COLLEGE
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ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

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11-3-918, New Mallepally, Hyderabad - 500001

Ref.:

Date: 11.03.2022

REPORT

Name of the Program : Team Work-A Necessary Soft Skill

Date : 07.03.2022 to 11-03-2022

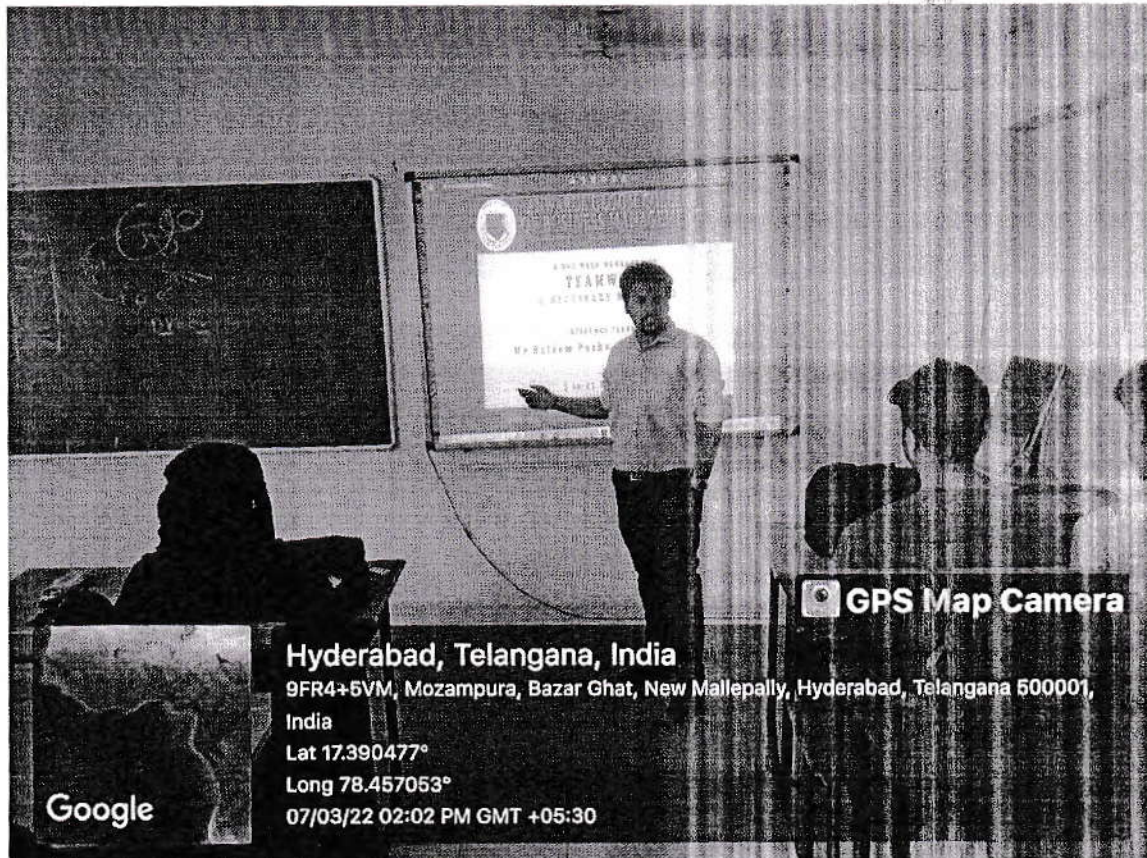
Timing : 10:00 AM

Resource Person Details

Name : 1.Mr.Saleem Pasha

2.Mr.Sai Srujan Kumar

Place: Anwarul Uloom College of Business Management



Hyderabad, Telangana, India

9FR4+5VM, Mozampura, Bazar Ghat, New Mallepally, Hyderabad, Telangana 500001,

India

Lat 17.390477°

Long 78.457053°

07/03/22 02:02 PM GMT +05:30

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INTRODUCTION

Teamwork is the collaborative effort of a group of people working together towards a common goal or objective. In today's professional environment, teamwork is an essential soft skill that employers look for in potential candidates. The ability to work effectively in a team is crucial for success in many fields, including business, sports, education, and healthcare.

Teamwork skills include communication, collaboration, leadership, and problem-solving. It involves individuals sharing their skills and expertise with each other, working towards a shared goal, and taking responsibility for their individual contributions towards achieving that goal.

Effective teamwork requires trust, respect, and open communication among team members. A team that is built on a foundation of trust and respect will be more effective at achieving its goals, as each member will feel valued and empowered to contribute their best work.

In addition to improving productivity, teamwork can also boost employee morale and job satisfaction. When team members feel that their contributions are recognized and appreciated, they are more likely to feel motivated and engaged in their work.

Overall, teamwork is a necessary soft skill in today's professional environment, and individuals who possess strong teamwork skills are highly sought after by employers. By developing these skills, individuals can improve their career prospects and become more effective contributors to their organizations.

Objective:

The objective of highlighting the importance of teamwork as a necessary soft skill is to emphasize its value in today's workplace. By understanding the benefits of teamwork and how it contributes to achieving shared goals, individuals can develop their teamwork skills and become more effective team members.

Some specific objectives of focusing on teamwork as a soft skill include:

- To encourage individuals to collaborate effectively with their colleagues, share their skills and knowledge, and work towards a common goal.




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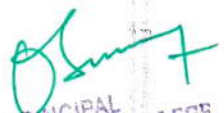
- To promote open communication, trust, and respect among team members, leading to improved productivity and job satisfaction.
- To develop leadership skills that are necessary to lead a team towards success.
- To enhance problem-solving skills by involving multiple perspectives and ideas to identify and address challenges.
- To improve overall work performance by understanding the importance of teamwork in achieving individual and organizational goals.

By highlighting the importance of teamwork as a soft skill, individuals can become more effective team members and leaders, contributing to the success of their organizations and achieving their career goals.

Topic Covered

1. The definition and importance of teamwork as a soft skill in today's workplace
2. The benefits of effective teamwork, including increased productivity, job satisfaction, and innovation
3. The essential elements of teamwork, such as communication, collaboration, leadership, and problem-solving
4. Strategies for developing and improving teamwork skills, including team building exercises, effective communication techniques, and conflict resolution strategies
5. The role of leadership in fostering a culture of teamwork and collaboration within an organization
6. Examples of successful teamwork in different industries and sectors, and how it contributed to the achievement of specific goals
7. Common challenges that can arise in team environments and how to address them
8. The importance of diversity and inclusion in effective teamwork, and strategies for promoting diversity and inclusivity within teams
9. How to measure the effectiveness of teamwork within an organization
10. The impact of technology and remote work on teamwork, and how to adapt to these changes while maintaining effective teamwork.




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Outcome:

The program focused on on applying problem solving skills in personal and professional life. The most important outcomes include:

- ✓ Improved collaboration: By working in a team, individuals can learn to collaborate more effectively with others, share knowledge, and learn from different perspectives, resulting in better decision-making and problem-solving.
- ✓ Increased productivity: Teamwork can lead to increased productivity as team members can leverage their individual strengths and work together towards a common goal.
- ✓ Enhanced job satisfaction: When individuals work in a team, they are more likely to feel valued and appreciated, resulting in higher job satisfaction and lower turnover rates.
- ✓ Improved communication: Effective communication is an essential component of teamwork. By learning to communicate effectively with their team members, individuals can improve their communication skills, resulting in better relationships with colleagues and increased efficiency.
- ✓ Leadership development: Teamwork can provide opportunities for individuals to develop leadership skills, including delegating tasks, motivating team members, and managing conflict.
- ✓ Increased creativity and innovation: Teamwork can lead to increased creativity and innovation as individuals can brainstorm ideas and work together to develop innovative solutions to problems.
- ✓ Improved problem-solving skills: Working in a team can provide individuals with opportunities to develop problem-solving skills, as they can leverage the diverse skills and knowledge of team members to find effective solutions to complex problems.

In summary, developing and practicing Teamwork as a necessary soft skill can have several positive outcomes, resulting in better job performance, higher job satisfaction, and improved organizational effectiveness.



PROGRAM COORDINATOR



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TEAM WORK – A NECESSARY SOFT SKILL

Students Enrollment List

07-03-2022 – 11-03-2022

S.NO	HT.NO	NAME OF THE STUDENT	SIGN
1.	140320672014	SYED MOHAMMAD ASGHAR HASAN ABEDI	Bghar
2.	140320672017	HALEEMA UNNISA	Haleema
3.	140320672024	MOHAMMED WASEEM	Waseem
4.	140320672029	NEHA FATIMA	Neha
5.	140320672035	ROOHIE	Rohie
6.	140320672036	ALI MOHIUDDIN SIDDIQUI	Mohiuddin
7.	140320672040	FARZANA	Farzana
8.	140320672054	MOHD SALMAN	Salman
9.	140320672058	Mohammed SAMRAN JAHANGEER ALI	Samran
10.	140320672069	SYED AHMED BASHA	Ahmed
11.	140320672072	MOHAMMAD ADNAN SHOEB	Shoeb
12.	140320672077	Mohammed Sohaib Khan	Sohaib
13.	140320672079	SYEDA REFA	Refa
14.	140320672080	SYED FARAZ QUADRI	Faraz
15.	140320672092	MOHAMMED UMAIR AYUB SHAREEF	Umar
16.	140320672093	HYDER KHAN	Hyder
17.	140320672098	MOHAMMED ARSHAD HUSSAIN	Arshad
18.	140320672110	NIMRA PARVEZ	Parvez
19.	140320672119	MUHEEB SAMI HAZARI	Sami
20.	140320672121	SANIYA	Saniya
21.	140320672134	Abdul Ghani	Ghani
22.	140320672135	MOHD AAMIR	Aamir
23.	140320672145	MOHD MATEEN	Mateen
24.	140320672154	KAREEM UNISSA	Kareem
25.	140320672157	MOHD AMER QURESHI	Amer
26.	140320672165	SHAIK MUJAHED HUSSAIN	Mujahed
27.	140320672182	MOHD MEHROZ	Mehroz
28.	140320672189	ABDUL MUJEEB	Mujeeb
29.	140320672198	MOHD ASLAM UDDIN AMRI	Aslam
30.	140320672212	SYED SHAISTA	Shaista
31.	140320672220	M.A KAREEM	KAREEM
32.	140320672222	MOHAMMED ALI HYDER	Ali
33.	140320672253	SAROOR BIN ABDUL FATHA	Saroor
34.	140320672254	Shuaa Tajver	Shuaa




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S.NO	HT.NO	NAME OF THE STUDENT	SIGN
36	140321672006	MOHD GHOUSE	<i>Mohd</i>
37	140321672013	SYED OMER	<i>Syed</i>
38	140321672016	SYEDA SAFOORA	<i>Safura</i>
39	140321672018	MOHAMMED ABRAR AHMED	<i>Abrar</i>
40	140321672030	AYESHA FATIMA	<i>Ayesha</i>
41	140321672047	KHAN ABDUL WAHAB	<i>Wahab</i>
42	140321672052	MOHAMMED TAJ UDDIN	<i>Taj Uddin</i>
43	140321672059	MOHAMMED ABDUL QADER ABDUL JALEEL SIDDIQUI	<i>Qader</i>
44	140321672067	SANIYA MUSKAAN	<i>Saniya</i>
45	140321672072	HUSSAINA	<i>Hussaina</i>
46	140321672075	KHAJA FARDEEN	<i>Fardeen</i>
47	140321672079	TAIBA	<i>Taiba</i>
48	140321672080	ZEESHAN KHAN	<i>Zeeshan</i>
49	140321672083	SYED MUSTAFA QUADRI	
50	140321672086	SYEDA SANIA JABEEN	<i>Sania</i>
51	140321672089	RESHMA	<i>Reshma</i>
52	140321672091	KHADEER AHMED	<i>Khadar</i>
53	140321672099	MOHD SHAFI	<i>Shafi</i>
54	140321672110	SYED ABRAR YOUSUFUDDIN	<i>Abrar</i>
55	140321672113	QUDSIYA UNNISA	<i>Unnisa</i>
56	140321672114	SABA FATIMA	<i>Saba</i>
57	140321672120	SADIA TAMREEN	<i>Sadia</i>
58	140321672124	SHAILA MAHWISH	<i>Shaila</i>
59	140321672127	MD ABDUL MUNAF	<i>Abdul</i>
60	140321672128	KULSUM UNNISA BEGUM	<i>Begum</i>
61	140321672133	ABDUL MATEEN	<i>Mateen</i>
62	140321672138	MOHD FAROOQ KHAN	<i>Farooq</i>
63	140321672146	ARBAZ KHAN	<i>Arbaz</i>
64	140321672147	MOHAMMAD ABDUL SHAHEED	<i>Shaheed</i>
65	140321672158	MOHAMMAD MAZHAR KHAN	<i>Mazhar</i>
66	140321672159	MOHAMMED SHAHNAWAZ MOHSIN	<i>Mohsin</i>
67	140321672162	ADNAN AHMED	<i>Adnan</i>
68	140321672163	BASHEER UNNISA	<i>Basheer</i>
69	140321672177	MOHD GHOUSEUDDIN	<i>Ghouse</i>
70	140321672183	MOHD KHAJA MOINUDDIN	<i>Moinuddin</i>
71	140321672192	MOHAMMED IRFAN	<i>Irfan</i>
72	140321672205	SYED MURTUZA ALI RAZVI	<i>Murtuza</i>



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S.NO	HT.NO	NAME OF THE STUDENT	SIGN
73	140321672206	SYED MOHAMMED HASAN	<i>Hasan</i>
74	140321672208	MOHAMMED ABDUL FARHAN SIDDIQUE	<i>Farhan</i>
75	140321672209	ABDUL RAHMAN BIN SAYEED	<i>Sayed</i>
76	140321672215	SANIYA SULTHANA	<i>Sunitha</i>
77	140321672216	MOHAMMED HUSSAIN	<i>Hussain</i>
78	140321672217	MANUKA RAKESH YADAV	<i>Rakesh</i>
79	140321672219	NUZHAT IKHTIYAR KHAN	<i>Nuzhat</i>
80	140321672220	MOHAMMED AIJAZ ALI AHMED	<i>Aijaz</i>
81	140321672225	UMER SUHAIL	<i>Umer</i>
82	140321672236	NADA ISHAQ	<i>Nada</i>
83	140321672237	DANISH MOHAMMED KHALEEL	<i>Danish</i>
84	140321672238	ARBAAZ ALI KHAN	<i>Arbaz</i>
85	140321672240	MOHAMMED IKRAMULLAH ANSARI	<i>Ansari</i>
86	140321672245	MD ZAKI UDDIN SIDDIQUI	<i>Zaki</i>
87	140321672248	SADAF KHATOON	<i>Sadaf</i>
88	140321672249	MOHAMMED JUNAID HASAN	<i>Junaid</i>
89	140321672251	IRFAN MEHDI	<i>Irfan</i>
90	140321672256	ERAM AZIZ QURESHI	<i>Eram</i>
91	140321672259	MD NAVEED	<i>Naveed</i>
92	140321672275	MOHAMMED ABDULLAH MOHIUDDIN	<i>Mohi</i>
93	140321672279	MOHD MUJEEB UR REHMAN	<i>Mujeeb</i>
94	140321672280	MUBASHERA MARYAM	<i>Mubashera</i>
95	140321672282	AHMED ATAUR RAHMAN HAFEEZ	<i>Ahmed</i>
96	140321672283	SYED MUBASHSHIR MANSOOR QUADRI	<i>Mubashshir</i>
97	140321672284	MOHAMMED ZAFARULLAH	<i>Zafarullah</i>
98	140321672289	SYED ZABEE	<i>Zabee</i>
99	140321672299	SYED INZEMAMUDDIN	<i>Inezham</i>
100	140321672300	MOHD RIZWANUDDIN	<i>Muhammad</i>



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 New Malleshpally, Hyderabad.

TEAM WORK – A NECESSARY SOFT SKILL

Students Attendance List

S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
1.	140320672014	SYED MOHAMMAD ASGHAR HASAN ABEDI	P	P	P	P	P
2.	140320672017	HALEEMA UNNISA	P	P	P	P	P
3.	140320672024	MOHAMMED WASEEM	P	P	P	P	P
4.	140320672029	NEHA FATIMA	P	P	P	P	P
5.	140320672035	ROOHIE	P	P	P	P	P
6.	140320672036	ALI MOHIUDDIN SIDDIQUI	P	P	P	P	P
7.	140320672040	FARZANA	P	P	P	P	P
8.	140320672054	MOHD SALMAN	P	P	P	P	P
9.	140320672058	Mohammed SAMRAN JAHANGEER ALI	P	P	P	P	P
10.	140320672069	SYED AHMED BASHA	P	P	P	P	P
11.	140320672072	MOHAMMAD ADNAN SHOEB	P	AB	P	P	P
12.	140320672077	Mohammed Sohaib Khan	P	P	P	P	P
13.	140320672079	SYEDA REFA	P	P	P	P	P
14.	140320672080	SYED FARAZ QUADRI	P	P	P	P	P
15.	140320672092	MOHAMMED UMAIR AYUB SHAREEF	P	P	P	P	P
16.	140320672093	HYDER KHAN	P	P	P	P	P
17.	140320672098	MOHAMMED ARSHAD HUSSAIN	P	P	P	P	P
18.	140320672110	NIMRA PARVEZ	P	P	P	P	P
19.	140320672119	MUHEEB SAMI HAZARI	P	P	P	P	P
20.	140320672121	SANIYA	P	P	P	P	P
21.	140320672134	Abdul Ghani	P	P	P	P	P
22.	140320672135	MOHD AAMIR	P	P	P	P	P
23.	140320672145	MOHD MATEEN	P	P	P	AB	P
24.	140320672154	KAREEM UNISSA	P	P	P	P	P
25.	140320672157	MOHD AMER QURESHI	P	P	P	P	P
26.	140320672165	SHAIK MUJAHED HUSSAIN	P	P	P	P	P
27.	140320672182	MOHD MEHROZ	P	P	P	P	P
28.	140320672189	ABDUL MUJEEB	P	P	P	P	P
29.	140320672198	MOHD ASLAM UDDIN AMRI	P	P	P	P	P
30.	140320672212	SYED SHAISTA	P	P	P	P	P
31.	140320672220	M.A KAREEM	P	P	P	P	P
32.	140320672222	MOHAMMED ALI HYDER	P	P	P	P	P
33.	140320672253	SAROOR BIN ABDUL FATHA	P	P	P	P	P
34.	140320672254	ShuaaTajver	P	P	P	P	P



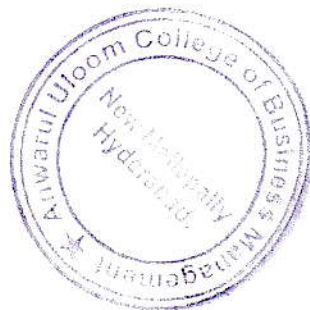

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S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
36	140321672006	MOHD GHOUSE	P	P	P	P	P
37	140321672013	SYED OMER	P	P	P	P	P
38	140321672016	SYEDA SAFOORA	P	P	P	P	P
39	140321672018	MOHAMMED ABRAR AHMED	P	P	P	P	P
40	140321672030	AYESHA FATIMA	P	P	P	P	P
41	140321672047	KHAN ABDUL WAHAB	P	P	P	P	P
42	140321672052	MOHAMMED TAJ UDDIN	P	P	P	P	P
43	140321672059	MOHAMMED ABDUL QADER ABDUL JALEEL SIDDIQUI	P	P	P	P	P
44	140321672067	SANIYA MUSKAAN	P	P	P	P	P
45	140321672072	HUSSAINA	P	P	P	P	P
46	140321672075	KHAJA FARDEEN	P	P	P	P	P
47	140321672079	TAIBA	P	P	P	P	P
48	140321672080	ZEESHAN KHAN	P	P	P	P	P
49	140321672083	SYED MUSTAFA QUADRI	P	P	P	P	P
50	140321672086	SYEDA SANIA JABEEN	P	P	P	P	P
51	140321672089	RESHMA	P	P	P	P	P
52	140321672091	KHADEER AHMED	P	P	P	P	P
53	140321672099	MOHD SHAFI	P	P	P	P	P
54	140321672110	SYED ABRAR YOUSUFUDDIN	P	P	P	P	P
55	140321672113	QUDSIYA UNNISA	P	P	P	P	P
56	140321672114	SABA FATIMA	P	P	P	P	P
57	140321672120	SADIA TAMREEN	P	P	P	P	P
58	140321672124	SHAILA MAHWISH	P	P	P	P	P
59	140321672127	MD ABDUL MUNAF	P	P	P	P	P
60	140321672128	KULSUM UNNISA BEGUM	P	P	P	P	P
61	140321672133	ABDUL MATEEN	P	P	P	P	P
62	140321672138	MOHD FAROOQ KHAN	P	P	P	P	P
63	140321672146	ARBAZ KHAN	P	P	P	P	P
64	140321672147	MOHAMMAD ABDUL SHAHEED	P	P	P	P	P
65	140321672158	MOHAMMAD MAZHAR KHAN	P	P	P	P	P
66	140321672159	MOHAMMED SHAHNAWAZ MOHSIN	P	P	P	P	P
67	140321672162	ADNAN AHMED	P	P	P	P	P
68	140321672163	BASHEER UNNISA	P	P	P	P	P
69	140321672177	MOHD GOUSEUDDIN	P	P	P	P	P
70	140321672183	MOHD KHAJA MOINUDDIN	P	P	P	P	P
71	140321672192	MOHAMMED IRFAN	P	P	P	P	P
72	140321672205	SYED MURTUZA ALI RAZVI	P	P	P	P	P




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S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
73	140321672206	SYED MOHAMMED HASAN	P	P	P	P	P
74	140321672208	MOHAMMED ABDUL FARHAN SIDDIQUE	P	P	P	P	P
75	140321672209	ABDUL RAHMAN BIN SAYEED	P	P	P	P	P
76	140321672215	SANIYA SULTHANA	P	P	P	P	P
77	140321672216	MOHAMMED HUSSAIN	P	P	P	P	P
78	140321672217	MANUKA RAKESH YADAV	P	P	P	P	P
79	140321672219	NUZHAT IKHTIYAR KHAN	P	P	P	P	P
80	140321672220	MOHAMMED AIJAZ ALI AHMED	P	P	P	P	P
81	140321672225	UMER SUHAIL	P	P	P	P	P
82	140321672236	NADA ISHAQ	P	AB	P	P	P
83	140321672237	DANISH MOHAMMED KHALEEL	P	P	P	P	P
84	140321672238	ARBAAZ ALI KHAN	P	P	P	P	P
85	140321672240	MOHAMMED IKRAMULLAH ANSARI	P	P	P	P	P
86	140321672245	MD ZAKI UDDIN SIDDIQUI	P	P	P	P	P
87	140321672248	SADAF KHATOON	P	P	P	P	P
88	140321672249	MOHAMMED JUNAID HASAN	P	P	P	P	P
89	140321672251	IRFAN MEHDI	P	P	P	P	P
90	140321672256	ERAM AZIZ QURESHI	P	P	P	P	P
91	140321672259	MD NAVEED	P	P	P	P	P
92	140321672275	MOHAMMED ABDULLAH MOHIUDDIN	P	P	P	P	P
93	140321672279	MOHD MUJEEB UR REHMAN	P	P	P	P	P
94	140321672280	MUBASHERA MARYAM	P	P	P	P	P
95	140321672282	AHMED ATAUR RAHMAN HAFEEZ	P	P	P	P	P
96	140321672283	SYED MUBASHSHIR MANSOOR QUADRI	P	P	P	P	P
97	140321672284	MOHAMMED ZAFARULLAH	P	P	P	P	P
98	140321672289	SYED ZABEE	P	P	P	AB	P
99	140321672299	SYED INZEMAMUDDIN	P	P	P	P	P
100	140321672300	MOHD RIZWANUDDIN	P	P	P	P	P




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11-3-918, New Malleshpally, Hyderabad-500082, T.S. India

Ref.:

Date:

8th March, 2021

CIRCULAR

The students and staff are hereby informed that the college is organizing a five days soft skill sessions on '**Problem Solving-A Soft Skill to Improve Critical Thinking**' from 15-03-2021 to 19-03-2021. Mrs Fatima Unnisa and Miss.Ruhi Naaz will be addressing us. All are requested to participate and get benefit.

VENUE: MBA SEMINAR HALL

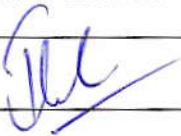
TIME: 10.00 AM

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New Malleshpally, Hyderabad.

Signature of HOD	TPO	OFFICE	LIBRARY
			

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ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

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11-3-918, New Malleshpally Hyderabad - 500001

Ref.:

Date: 19.03.2021

REPORT

Name of the Program : Problem Solving-A Soft Skill to Improve Critical Thinking

Date : 15.03.2021 to 19-03-2021

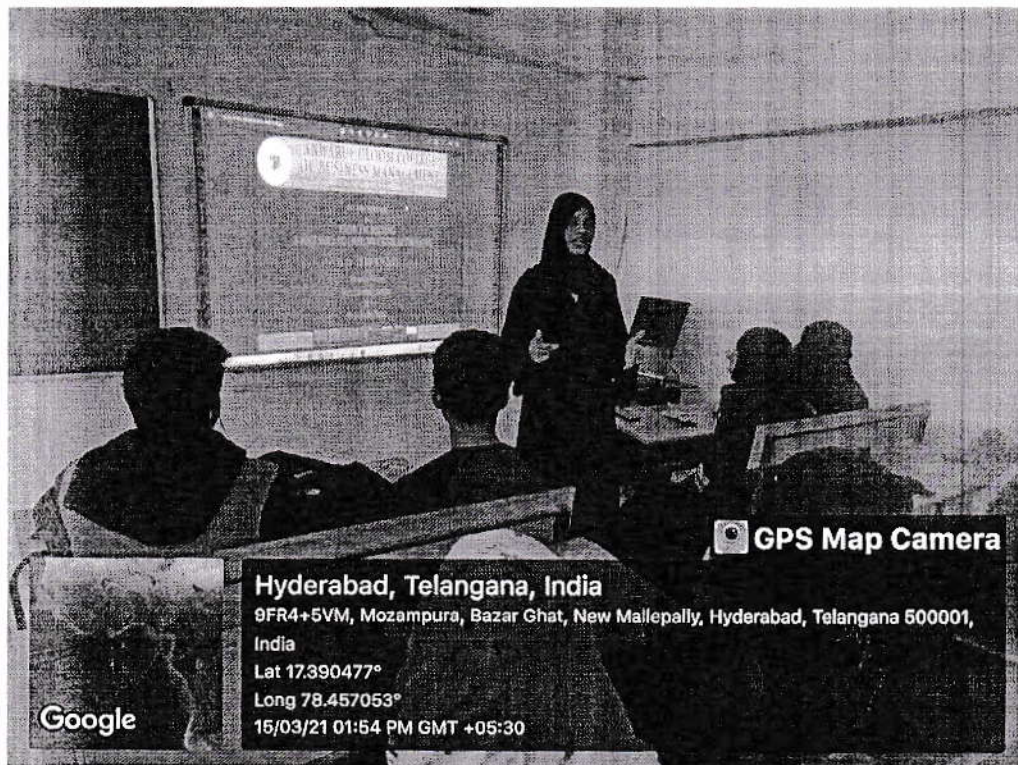
Timing : 10:00 AM

Resource Person Details

Name : 1.Mrs Fatima Unnisa

2.Miss Ruhi Naaz

Place: Anwarul Uloom College of Business Management



Osman
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INTRODUCTION

Problem-solving is a critical soft skill that is essential in today's world. It is the process of finding solutions to difficult or complex issues and challenges. Problem-solving is a vital skill that can help individuals and organizations to make better decisions, overcome obstacles, and achieve goals.

Effective problem-solving requires critical thinking, which is the ability to analyze, evaluate, and make decisions based on available information. Critical thinking involves asking questions, examining assumptions, and challenging assumptions to arrive at the best possible solution.

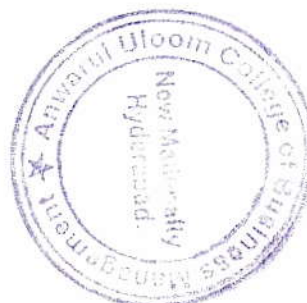
Improving problem-solving and critical thinking skills can benefit individuals in their personal and professional lives. For example, individuals who are good problem solvers are better able to manage stress, communicate effectively, and work well in teams. They are also more likely to be successful in their careers as they can identify and solve complex problems, making them valuable assets to organizations.

In conclusion, problem-solving and critical thinking are important soft skills that can help individuals and organizations to achieve their goals. Developing these skills takes practice and effort, but it is worth the investment as it can lead to improved decision-making, increased creativity, and better overall success.

Objective:

The objective of developing problem-solving as a soft skill is to improve an individual's critical thinking abilities, which in turn can help them to approach challenges and obstacles with confidence and find effective solutions. Here are some specific objectives of developing problem-solving skills:

- To enhance analytical thinking: Problem-solving requires individuals to analyze complex situations and come up with innovative solutions. Developing problem-solving skills can improve analytical thinking, which is a critical skill in various domains.
- To promote creativity: Effective problem-solving often involves thinking outside the box and exploring unconventional approaches. Developing problem-solving skills can promote creativity, which can lead to more innovative solutions.



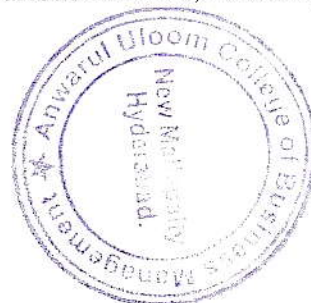

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- To encourage a proactive approach: Problem-solving is a proactive approach to dealing with challenges rather than reacting to them. Developing problem-solving skills can encourage individuals to take a proactive approach to life's challenges.
- To foster teamwork: Effective problem-solving often involves collaboration and teamwork. Developing problem-solving skills can foster teamwork by encouraging individuals to work together to solve complex problems.
- To improve decision-making: Problem-solving involves evaluating options and making decisions based on available information. Developing problem-solving skills can improve decision-making by enabling individuals to evaluate options critically and make informed choices.

In summary, the objective of developing problem-solving skills is to improve an individual's critical thinking abilities, enhance analytical thinking, promote creativity, encourage a proactive approach, foster teamwork, and improve decision-making.

Topic Covered

- ✓ What is problem-solving and why is it important as a soft skill?
- ✓ The relationship between problem-solving and critical thinking.
- ✓ The steps involved in effective problem-solving, including identifying the problem, analyzing information, generating possible solutions, evaluating options, and implementing the best solution.
- ✓ The different types of problems and their characteristics, such as well-defined problems and ill-defined problems.
- ✓ The role of creativity in problem-solving, including techniques for generating innovative ideas.
- ✓ The importance of collaboration and teamwork in problem-solving.
- ✓ Strategies for overcoming obstacles and barriers in problem-solving.
- ✓ The impact of emotions and biases on problem-solving and decision-making.
- ✓ Tools and techniques for effective problem-solving, such as brainstorming, SWOT analysis, and decision matrices.
- ✓ How to apply problem-solving skills in various domains, including personal life, academics, and professional work.




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Outcome:

The program emphasized on applying problem solving skills in personal and professional life. The most important outcomes include:

- **Improved decision-making:** Problem-solving involves evaluating options and making decisions based on available information. Developing problem-solving skills can improve decision-making by enabling individuals to evaluate options critically and make informed choices.
- **Increased creativity:** Effective problem-solving often involves thinking outside the box and exploring unconventional approaches. Developing problem-solving skills can promote creativity, which can lead to more innovative solutions.
- **Increased confidence:** Individuals who are skilled at problem-solving are more confident in their ability to face challenges and overcome obstacles.
- **Better teamwork:** Effective problem-solving often involves collaboration and teamwork. Developing problem-solving skills can foster teamwork by encouraging individuals to work together to solve complex problems.
- **Increased efficiency and productivity:** Effective problem-solving can lead to more efficient and productive outcomes, as individuals are better able to identify and address issues that may hinder progress.
- **Reduced stress:** Being able to approach challenges with a problem-solving mindset can reduce stress and anxiety as individuals feel more equipped to handle difficult situations.
- **Improved communication skills:** Effective problem-solving often requires clear communication to ensure all parties are on the same page. Developing problem-solving skills can improve communication skills, which can lead to better collaboration and decision-making.

In summary, developing problem-solving as a soft skill can lead to several positive outcomes, including improved decision-making, increased creativity, increased confidence, better teamwork, increased efficiency and productivity, reduced stress, and improved communication skills.


PROGRAM COORDINATOR




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PROBLEM SOLVING-A SOFT SKILL TO IMPROVE CRITICAL THINKING

Students Enrolment List

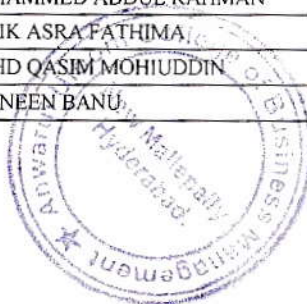
15-03-2021 – 19-03-2021

S.NO	HT.NO	NAME OF THE STUDENT	SIGNATURE
1.	140317672001	SYED SHAREEQ	Shareeq
2.	140317672002	MAZHAR KHAN	Mazhar
3.	140317672003	MOHAMMAD MOIN KHAN	Moin
4.	140317672004	MIR SAADATH ALI QUADRI	Mir Saadath
5.	140317672007	MOHAMMED PARVEZ	Parvez
6.	140317672008	NOOR UL AIN FATHIMA	Noor
7.	140317672009	SULEMAN KHAN	Suleman
8.	140317672010	SHAMS UNNISA BEGUM	Shams
9.	140317672013	FARHEEN SULTANA	Farheen
10.	140317672014	MOHAMMADI BEGUM	Mohammadi
11.	140317672015	SHAIK ZAMEER AHMED	Zameer
12.	140317672017	MOHD MIRAJ UDDIN AHMED	Miraj
13.	140317672018	MOHD TOUFEEQ	Toufee
14.	140317672019	MOHD MUJAHED	Mujahed
15.	140317672021	SANA SAMREEN	Sana
16.	140317672022	HAMI ALI KHAN	Hami
17.	140317672025	SYED NOUMAN PEER	Noman
18.	140317672026	MOHAMMED KAREEM	Kareem
19.	140317672027	SHAIK NAYAZ	Nayaz
20.	140317672033	MOHAMMED ATIF AHMED QUADRI	Atif
21.	140317672034	SK ABDUL FIROZ	Sk Abdul
22.	140317672035	SK ABDUL SIRAJ	Sk Abdul
23.	140317672036	MOHD IBRAHIM	Mohd Ibrahim
24.	140317672037	MOHD RAHEEM KHAN	Mohd Raheem
25.	140317672041	SANA AFREEN	Sana
26.	140317672042	SYED ABDUL QADIR	Qadir
27.	140317672043	MOHAMMED	Mohammed
28.	140317672045	MOHAMMED RAHMATH	Mohammed
29.	140317672046	SADIYA SULTANA	Sadiya
30.	140317672047	MD ARQAMUDDIN AKTHER	Arqam
31.	140317672052	MD SHARUKH HUSSAIN	Sharukh
32.	140317672053	SYED ADNAN	Adnan
33.	140317672054	SYED ATHA UR RAHMAN	Atha
34.	140317672055	HAFAEEZ UNISSA BEGUM	Hafeez
35.	140317672058	SHAIK REHAN UDDIN	Rehan
36.	140317672059	RAFATH JABEEN	Rafath
37.	140317672060	SHAHNAWAZ	Shahna
38.	140317672061	MOHD SALEEM	Saleem
39.	140317672070	SYED SHAHBAAZ	Shahbaz
40.	140317672071	ASIMA NEHAN	Asima
41.	140317672072	SYED FARAZ	Fara
42.	140317672073	AMINA BUSHRA	Amina
43.	140317672074	ABDUL ALEEM	Aleem
44.	140317672081	MIRZA JAMSHEER BAIG	Jamsheer
45.	140317672082	MOHD MATEEN	Mateen
46.	140317672091	HAJERA SULTANA	Hajera
47.	140317672092	RAFIYA BANU	Rafiya



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S.NO	HT.NO	NAME OF THE STUDENT	SIGNATURE
48.	140317672093	ADNAN AHMED SHERIFF	Adnan
49.	140317672102	SYED WASEEMUDDIN	Waseem
50.	140317672103	MD MUKKARAM ALI	Mukkaram
51.	140317672104	RUQSAR FATIMA	Ruqsar
52.	140317672105	SYED ADEEB	Adeeb
53.	140317672112	SYED QAYYUM	Qayyum
54.	140317672113	MOHAMMED SHOEBA ALI	Shoeba
55.	140317672114	ABDALLAH BIN SAYEED	Abdullah
56.	140317672115	MD SAMEER AHMED	Sameer
57.	140317672121	GOUSIYANAAZ	Gaus
58.	140317672122	MOHAMMAD OSMAN ALI	Osman
59.	140317672125	SYED MAZHER	Mazher
60.	140317672126	KHAJA SAIF UDDIN	Saif
61.	140317672130	FAREENA	Fareena
62.	140317672134	SAFA FATIMA	Safa
63.	140317672135	SADIQ MD	Sadiq
64.	140317672145	MOHAMMED ABDUL IRFAN	Irfan
65.	140317672146	SAYEED SALEEM AHMED	Saleem
66.	140317672147	SARA BEGUM	Sara
67.	140317672148	SAFEER AHMED OSMANI	Ahmed
68.	140317672149	ABID HUSSAIN	ABID
69.	140317672156	MOHAMMED NAWAZUDDIN GHORI	Ghori
70.	140317672157	SYED FAHAD GAZI	Fahad
71.	140317672158	AMMATUL MATEEN	Mateen
72.	140317672159	FARHEEN FATIMA AMINI	Fatima
73.	140317672164	MAJID HUSSAIN	Hussain
74.	140317672165	MALIHA AZAM	Maliha
75.	140317672166	MAIMOONA KHAN	Maimoona
76.	140317672178	SYED SULEMAN	Suleman
77.	140317672179	KHAJA LATHEEFUDDIN	Latheef
78.	140317672180	MOHAMMED ALEEMUDDIN	Aleem
79.	140317672186	MD AHMED QAMER	Ahmed
80.	140317672187	MOHAMMED MUJEEBODDIN	Mujeeb
81.	140317672188	SYD SHOEBA HUSSAIN	Shoeba
82.	140317672189	MD MUJAHID	Mujahid
83.	140317672197	MOHD SABER	Saber
84.	140317672198	MOHD ILYAS KHAN	Ilyas
85.	140317672199	MIRZA WAJATH BAIG	Wajath
86.	140317672200	SHAIK ALTAZ UDDIN	Altaz
87.	140317672222	ABDUL MOID	Moid
88.	140317672223	IDREES AHMED	Idrees
89.	140317672224	SYED HUSSAMUDDIN GHORI	Ghori
90.	140317672225	SYEDA SAMREEN SULTANA	Samreen
91.	140317672226	SYED SOHEL UDDIN	Sohel
92.	140317672234	SHAIK FAREED UDDIN ASIM	Fareed
93.	140317672235	SYED MOHIUDDIN QADRI	Mohi
94.	140317672236	MD SHAFI UDDIN	Shafi
95.	140317672237	MOHAMMED ABDUL RAHMAN	Rahman
96.	140317672238	SHAIK ASRA FATHIMA	Asra
97.	140317672249	MOHD QASIM MOHIUDDIN	Qasim
98.	140317672250	NAZNEEN BANU	Nazneen



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S.NO	HT.NO	NAME OF THE STUDENT	SIGNATURE
99.	140317672251	MOHAMMED AAQUIB KHAN SIDDIQUI	<i>AA</i>
100.	140317672262	MOHAMMED ABDUL WAHED	<i>Abdul Wahed</i>
101.	140317672263	NAYYAR	<i>Nayyar</i>
102.	140317672264	SAIFULLAH KHAN	<i>Saifullah</i>
103.	140317672265	MOHAMMED IMTIYAZ	<i>Imtiyaz</i>
104.	140317672266	AFRAH ZAKI	<i>ZAKI</i>
105.	140317672277	ARSHIYA SULTANA	<i>Arshiya</i>
106.	140317672278	NUZHAT QURESHI	<i>Nuzhat</i>
107.	140317672279	AHMED MD FAROOK	<i>Ahmed</i>
108.	140317672297	SAMREEN FATHIMA	<i>Samreen</i>
109.	140317672298	MD YAWAR ALI SHAHBAAZ	<i>Shahbaz</i>
110.	140317672299	MOHAMMED IRFAN	<i>Irfan</i>
111.	140317672300	SYED ABDUL MOHAMEEN	<i>Mohameen</i>

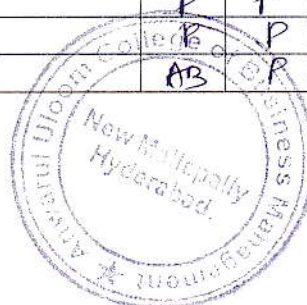


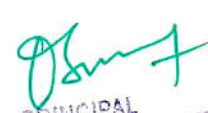
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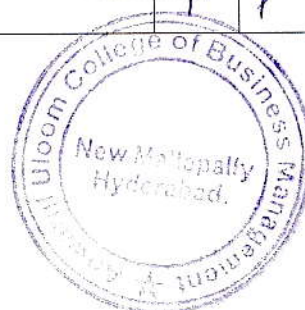
Students Attendance List

S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
1.	140317672001	SYED SHAREEQ	P	r	P	P	P
2.	140317672002	MAZHAR KHAN	P	P	P	P	P
3.	140317672003	MOHAMMAD MOIN KHAN	P	P	P	P	P
4.	140317672004	MIR SAADATH ALI QUADRI	P	P	P	P	P
5.	140317672007	MOHAMMED PARVEZ	P	P	P	P	b
6.	140317672008	NOOR UL AIN FATHIMA	P	AB	P	P	P
7.	140317672009	SULEMAN KHAN	P	1	P	P	P
8.	140317672010	SHAMS UNNISA BEGUM	P	P	P	P	P
9.	140317672013	FARHEEN SULTANA	P	P	P	P	P
10.	140317672014	MOHAMMADI BEGUM	P	P	P	P	P
11.	140317672015	SHAIK ZAMEER AHMED	P	P	P	P	P
12.	140317672017	MOHD MIRAJ UDDIN AHMED	P	P	P	P	P
13.	140317672018	MOHD TOUFEEQ	P	P	P	P	P
14.	140317672019	MOHD MUJAHED	P	P	P	P	P
15.	140317672021	SANA SAMREEN	P	P	P	P	P
16.	140317672022	HAMI ALI KHAN	P	P	P	P	P
17.	140317672025	SYED NOUMAN PEER	P	P	P	P	P
18.	140317672026	MOHAMMED KAREEM	P	P	P	P	P
19.	140317672027	SHAIK NAYAZ	P	P	P	P	P
20.	140317672033	MOHAMMED ATIF AHMED QUADRI	P	P	P	P	P
21.	140317672034	SK ABDUL FIROZ	P	P	P	P	P
22.	140317672035	SK ABDUL SIRAJ	P	P	P	P	P
23.	140317672036	MOHD IBRAHIM	P	P	P	P	P
24.	140317672037	MOHD RAHEEM KHAN	P	P	P	P	P
25.	140317672041	SANA AFREEN	P	P	P	P	P
26.	140317672042	SYED ABDUL QADIR	P	P	P	P	P
27.	140317672043	MOHAMMED	P	P	AB	P	P
28.	140317672045	MOHAMMED RAHMATH	P	P	P	P	P
29.	140317672046	SADIYA SULTANA	P	P	P	P	P
30.	140317672047	MD ARQAMUDDIN AKTHER	P	P	P	P	P
31.	140317672052	MD SHARUKH HUSSAIN	P	P	P	P	P
32.	140317672053	SYED ADNAN	P	P	P	P	P
33.	140317672054	SYED ATHA UR RAHMAN	P	P	P	P	P
34.	140317672055	HAFAEEZ UNISSA BEGUM	P	P	P	P	P
35.	140317672058	SHAIK REHAN UDDIN	P	P	P	P	P
36.	140317672059	RAFATH JABEEN	P	P	P	P	P
37.	140317672060	SHAHNAWAZ	P	P	P	P	P
38.	140317672061	MOHD SALEEM	P	P	P	P	P
39.	140317672070	SYED SHAHBAAZ	P	P	P	P	P
40.	140317672071	ASIMA NEHAN	P	P	P	P	P
41.	140317672072	SYED FARAZ	AB	P	P	P	P




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S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
42.	140317672073	AMINA BUSHRA	P	P	P	P	P
43.	140317672074	ABDUL ALEEM	P	P	P	P	P
44.	140317672081	MIRZA JAMSHEER BAIG	P	P	P	P	P
45.	140317672082	MOHD MATEEN	P	P	P	P	P
46.	140317672091	HAJERA SULTANA	P	P	P	P	P
47.	140317672092	RAFIYA BANU	P	P	P	P	P
48.	140317672093	ADNAN AHMED SHERIFF	AB	P	P	P	P
49.	140317672102	SYED WASEEMUDDIN	P	P	P	P	P
50.	140317672103	MD MUKKARAM ALI	P	P	P	P	P
51.	140317672104	RUQSAR FATIMA	P	P	P	P	P
52.	140317672105	SYED ADEEB	P	P	P	P	P
53.	140317672112	SYED QAYYUM	P	P	P	P	P
54.	140317672113	MOHAMMED SHOEB ALI	P	P	P	P	P
55.	140317672114	ABDALLAH BIN SAYEED	P	P	P	P	P
56.	140317672115	MD SAMEER AHMED	P	P	P	P	P
57.	140317672121	GOUSIYANAAZ	P	P	P	AB	P
58.	140317672122	MOHAMMAD OSMAN ALI	P	P	P	P	P
59.	140317672125	SYED MAZHER	P	P	P	P	P
60.	140317672126	KHAJA SAIF UDDIN	P	P	P	P	P
61.	140317672130	FAREENA	P	P	P	P	P
62.	140317672134	SAFA FATIMA	P	P	P	P	P
63.	140317672135	SADIQ MD	P	P	P	P	P
64.	140317672145	MOHAMMED ABDUL IRFAN	P	P	P	P	P
65.	140317672146	SAYEED SALEEM AHMED	P	P	P	P	P
66.	140317672147	SARA BEGUM	P	P	P	P	P
67.	140317672148	SAFEE AHMED OSMANI	P	P	P	P	P
68.	140317672149	ABID HUSSAIN	P	P	P	P	P
69.	140317672156	MOHAMMED NAWAZUDDIN GHORI	P	P	P	P	P
70.	140317672157	SYED FAHAD GAZI	P	AB	P	P	P
71.	140317672158	AMMATUL MATEEN	P	P	P	P	P
72.	140317672159	FARHEEN FATIMA AMINI	P	P	P	P	P
73.	140317672164	MAJID HUSSAIN	P	P	P	P	P
74.	140317672165	MALIHA AZAM	P	P	P	P	P
75.	140317672166	MAIMOONA KHAN	P	P	P	P	P
76.	140317672178	SYED SULEMAN	P	P	P	P	P
77.	140317672179	KHAJA LATHEEPUDDIN	P	P	P	P	P
78.	140317672180	MOHAMMED ALEEMUDDIN	P	P	P	P	P
79.	140317672186	MD AHMED QAMER	P	P	P	P	P
80.	140317672187	MOHAMMED MUJEEBODDIN	P	P	P	P	P
81.	140317672188	SYD SHOEB HUSSAIN	P	P	P	AB	P
82.	140317672189	MD MUJAHID	P	P	P	P	P
83.	140317672197	MOHD SABER	P	P	P	P	P
84.	140317672198	MOHD ILYAS KHAN	P	P	P	P	P
85.	140317672199	MIRZA WAJATH BAIG	P	P	P	P	P

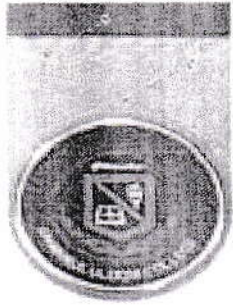


[Signature]
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S.NO	HT.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
86.	140317672200	SHAIK ALTAF UDDIN	P	P	P	P	P
87.	140317672222	ABDUL MOID	P	P	P	P	P
88.	140317672223	IDREES AHMED	P	P	P	P	P
89.	140317672224	SYED HUSSAMUDDIN GHORI	P	P	P	P	P
90.	140317672225	SYEDA SAMREEN SULTANA	P	P	P	P	P
91.	140317672226	SYED SOHEL UDDIN	P	P	P	P	P
92.	140317672234	SHAIK FAREED UDDIN ASIM	P	AB	P	P	P
93.	140317672235	SYED MOHIUDDIN QADRI	P	P	P	P	P
94.	140317672236	MD SHAFI UDDIN	P	P	P	P	P
95.	140317672237	MOHAMMED ABDUL RAHMAN	P	P	P	P	P
96.	140317672238	SHAIK ASRA FATHIMA	P	P	P	P	P
97.	140317672249	MOHD QASIM MOHIUDDIN	P	P	P	P	P
98.	140317672250	NAZNEEN BANU	P	P	P	P	P
99.	140317672251	MOHAMMED AAQUIB KHAN SIDDQUI	P	P	P	P	P
100.	140317672262	MOHAMMED ABDUL WAHED	P	P	P	P	P
101.	140317672263	NAYYAR	P	P	P	P	P
102.	140317672264	SAIFULLAH KHAN	P	P	P	P	P
103.	140317672265	MOHAMMED IMTIYAZ	P	P	P	P	P
104.	140317672266	AFRAH ZAKI	P	P	P	P	P
105.	140317672277	ARSHIYA SULTANA	P	P	P	AB	P
106.	140317672278	NUZHAT QURESHI	P	P	P	P	P
107.	140317672279	AHMED MD FAROOK	P	P	P	P	P
108.	140317672297	SAMREEN FATHIMA	P	P	P	P	P
109.	140317672298	MD YAWAR ALI SHAHBAAZ	P	P	P	P	P
110.	140317672299	MOHAMMED IRFAN	P	P	P	P	P
111.	140317672300	SYED ABDUL MOHAMEEN	P	AB	P	P	P



[Signature]
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ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

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11-3-91B, New Malleshpally Hyderabad - 500004

Ref.:

Date:

25th February, 2020

CIRCULAR

The students and staff are hereby informed that the college is organizing a five days soft skill sessions on '**Time Management-A Soft Skill Tool**' from 02-03-2020 to 06-03-2020. Mrs.Shahnaaz and Mrs.Rahimunnisa will be addressing us. All are requested to participate and get benefit.

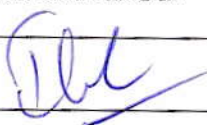
VENUE: MBA SEMINAR HALL

TIME: 10.00 AM




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- Class rooms and copy to Notice Board



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11-3-91B, New Malleshpally, Hyderabad 500001, India

Ref.:

Date: 07.03.2020

REPORT

Name of the Program : Time Management-A Soft Skill Tool

Date : 02.03.2020 to 06-03-2020

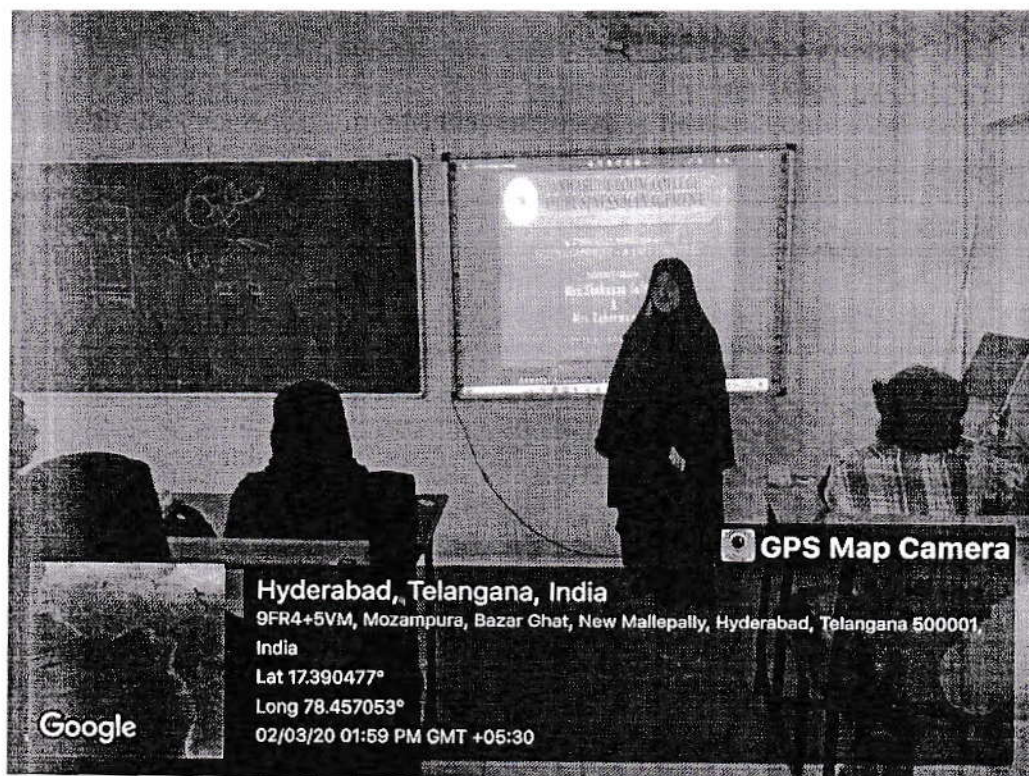
Timing : 10:00 AM

Resource Person Details

Name : 1.Mrs.Shahnaz

2.Mrs Rahim Unnisa

Place: Anwarul Uloom College of Business Management



Shahin
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INTRODUCTION

Time management is the process of organizing and planning how much time you spend on different activities in order to make the most efficient use of your day. It is an essential soft skill tool that can help you increase productivity, reduce stress, and achieve your goals. Time management involves setting goals, prioritizing tasks, and using techniques such as scheduling and delegation to make the most of your time.

Effective time management requires discipline and planning. It involves making decisions about how much time to allocate to different tasks, and then following through on those decisions. Good time management skills can help you avoid procrastination, make better use of your time, and achieve more in less time. By managing your time effectively, you can balance your work and personal life, reduce stress, and increase your overall productivity and efficiency.

Time management is an important soft skill tool that can benefit everyone, from students and professionals to business owners and entrepreneurs. With the right techniques and strategies, anyone can improve their time management skills and become more efficient and productive in their daily lives.

Objective

The objective of time management as a soft skill tool is to enable individuals to make the most effective use of their time. This includes setting clear goals, prioritizing tasks, and using strategies to manage time effectively. The ultimate goal is to improve productivity, reduce stress, and achieve success in both personal and professional life.

Here are some specific objectives of time management as a soft skill tool:

- **Increase productivity:** Effective time management helps individuals to focus on high-priority tasks, eliminate distractions, and maximize productivity.
- **Reduce stress:** Good time management skills can help reduce stress levels by enabling individuals to better manage their workload and avoid last-minute rushes to complete tasks.
- **Achieve goals:** By prioritizing tasks and allocating time accordingly, individuals can achieve their goals more effectively and efficiently.
- **Improve work-life balance:** Effective time management helps individuals to balance their personal and professional lives, leading to a better quality of life overall.
- **Enhance decision-making:** With proper time management, individuals can make better decisions, as they have a clear understanding of their priorities and can allocate time accordingly.




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Overall, the objective of time management as a soft skill tool is to help individuals optimize their use of time, leading to increased productivity, reduced stress, and greater success in their personal and professional lives.

Topic Covered

- ✓ Importance of time management: Understanding the benefits of time management and its impact on personal and professional success.
- ✓ Setting goals: Learning how to set SMART (specific, measurable, achievable, relevant, time-bound) goals that help prioritize tasks and make effective use of time.
- ✓ Prioritization: Techniques for prioritizing tasks based on their importance and urgency, and how to effectively manage tasks that have similar priorities.
- ✓ Time management strategies: Time management strategies such as scheduling, delegation, and procrastination avoidance techniques.
- ✓ Time tracking: Tracking and analyzing how time is being spent in order to identify time-wasting activities and opportunities for improvement.
- ✓ Time management tools: Introducing and learning how to use various tools and technologies for time management such as calendars, to-do lists, and productivity apps.
- ✓ Managing distractions: Techniques for managing distractions and staying focused, including minimizing interruptions and staying away from social media.
- ✓ Time management for teams: Learning how to manage time effectively as part of a team, including effective communication, collaboration, and delegation.
- ✓ Time management and stress management: Understanding how good time management skills can help reduce stress and improve overall well-being.

Outcome:

The program emphasized on utilizing the time for better growth and success in life. The most important outcomes include:

- Increased productivity: By learning effective time management techniques, individuals can optimize their use of time and increase their productivity.
- Improved decision-making: With better time management skills, individuals can make informed decisions and prioritize tasks effectively.




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- **Reduced stress:** Effective time management helps individuals to manage their workload, eliminate distractions, and avoid last-minute rushes, leading to reduced stress levels.
- **Better work-life balance:** Effective time management skills can help individuals balance their work and personal life, leading to a better quality of life overall.
- **Goal achievement:** By setting clear goals and prioritizing tasks, individuals can achieve their goals more effectively and efficiently.
- **Improved teamwork:** When individuals can manage their time effectively, they can work more efficiently in teams and collaborate more effectively.
- **Enhanced creativity:** With effective time management skills, individuals can free up mental space to be more creative and innovative.
- **Better time management habits:** By learning and practicing good time management habits, individuals can establish better habits that lead to long-term success.

Overall, the outcomes of a session on time management as a soft skill tool had lead to improved productivity, reduced stress, and greater success in both personal and professional life.


PROGRAM COORDINATOR




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TIME MANAGEMENT-A SOFT SKILL TOOL

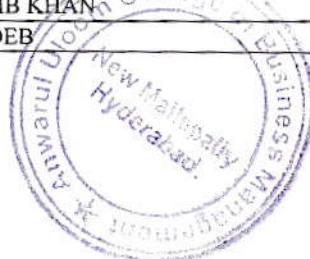
Students Enrolment List

02-03-2020 – 06-03-2020

S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
1	140318672001	AIJAZ AHMED QURAISHI	Aijaz
2	140318672009	AERPULA CHAYA NANDINI	AERPULA
3	140318672010	MOHAMMED NADEEM HUSSAIN	Nadeem
4	140318672024	MOHD AMAIR ALI	Amair
5	140318672034	MUAZ IQBAL	MUAZ
6	140318672035	MOHAMMED SHABUDDIN KHAN	Shab
7	140318672043	SABA FIRDOUS	Saba
8	140318672049	MOHAMMAD AZHARUDDIN	Azhar
9	140318672054	MOHD SUHAIB SHAREEF	Suhaib
10	140318672055	SHAIK MOHD SARFARAZ ULLAH	Sarf
11	140318672056	NEHA NASEER	Naseer
12	140318672057	MOHAMMED ARSHAD KHAN	Arshad
13	140318672087	SYED ASLAM ALI	Aslam
14	140318672088	MOHAMMED FAIQ RAZI	Faiq
15	140318672089	SYED IMTHIYAS	Imthiyas
16	140318672090	SHAREEFA SHAIKHA	Shareefa
17	140318672096	MOHAMMED SAMI UDDIN	Sami
18	140318672097	SHAIK ZAFER	Zafer
19	140318672098	MOHAMMED ABUBAKER	Abubaker
20	140318672108	SYEDA NABILA FATIMA	Nabila
21	140318672109	MD SAIF ULLAH KHAN	Saif
22	140318672110	MOHD ABDUL MUQTADIR	Muqtadir
23	140318672111	MOHD AZMATH KHAN	Azmath
24	140318672118	MD SHERAAZ	Sheraz
25	140318672119	SYED EHTESHAM HUSSAIN	Ehtesham
26	140318672121	MOHAMMED AHMED HUSSAIN	Ahmed
27	140318672122	HABEEB UNISSA	Habeeb
28	140318672123	SYED DASTAGIRUDDIN	Dastagir
29	140318672127	SHEIK SALEEM	Saleem
30	140318672129	SYED IRFAN	Irfan
31	140318672130	AQEEL AHMED ZAKIR PATEL	Aqeel
32	140318672131	GK SAMEER ULLAH KHAN	Sameer
33	140318672140	ABDUL NAYEEM	Nayem
34	140318672141	MOHAMMED HABEEB	Habeeb
35	140318672142	SHAHNAAZ FATIMA	Shahnaaz
36	140318672143	SHAIK ABDUL MANSOOR	Mansoor
37	140318672144	AZEEZA SULTANA	Azeeza
38	140318672145	AFREEN BEGUM	Afreen
39	140318672146	MOHD ALTAMASH	Altamash
40	140318672147	MOHAMMED ABDUL KHADEER	Khaideer
41	140318672150	SYED AMIR ULLAH	Amir
42	140318672157	MOHAMMED QUDRATH ULLAH	Qudrath
43	140318672158	MOHAMMED MATHEENUDDIN	Matheen
44	140318672159	MOHAMMED WASEEM AFROZ	Waseem
45	140318672160	MOHAMMED ASIF KHAN	Asif
46	140318672161	MOHD JUNAID AHMED	Junaid
47	140318672163	TAMEEM ULLAH KHAN	Tameem
48	140318672166	SHAIK OMER	Omer
49	140318672167	ABDUL MOID JUNAIDI	Moid
50	140318672168	MOHD WAHEED	Waheed
51	140318672170	SYED MUZAMMIL	Muzamil

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S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
52	140318672171	NUZHA SULTANA	Nuzha
53	140318672172	GHOUSIA BEGUM	Ghousia
54	140318672173	MOHAMMED MUZAMMIL	Muzamil
55	140318672174	SYED MISBAH REHMAN	Misbah
56	140318672175	NOUSHABA HASHMI	Nooshaba
57	140318672176	MOHAMMED ASHRAF HUSSAIN	Ashraf
58	140318672182	SYED AHMED ALI SHADAB	Ahmed
59	140318672184	MOSEEN MOHAMMAD	Moseen
60	140318672185	MOHAMMED ZAFFERUDDIN	Zaffar
61	140318672186	MOHD ABDUL JABBAR	Jabar
62	140318672187	MOHD RAFEEQ KHAN	Rafeeq
63	140318672188	ATIF HUSSAIN	Atif
64	140318672189	SYED FARAZ SHAH	Faraz
65	140318672209	SYEDA YASMEEN FATIMA	Yasmeen
66	140318672210	MUQTAR AHMED KHAN	Muqtar
67	140318672218	TABASSUM FATIMA	Tabassum
68	140318672219	AYESHA ANJUM	Ayesha
69	140318672220	MOHAMMED NIHALUDDIN	Nihal
70	140318672226	SYED MASOOD ALI	Masood
71	140318672227	SYED SADIQ HUSSAIN	Sadiq
72	140318672229	MOHD ZUBAIR	Zubair
73	140318672231	SYED MURTUZA	Murtuza
74	140318672232	TALHA ABDUL RAHMAN	Talha
75	140318672233	MUHAMMAD ILYAS KHAN	Ilyas
76	140318672234	MOHAMMED ABDUL RAHMAN	Rahman
77	140318672237	S A MUQSITH	Muqsith
78	140318672238	GULAM MOHD FAROOQUI	Farooqui
79	140318672239	MOHAMMED ADNAN MOHMOOD	Adnan
80	140318672245	SYED MOHAMMED HUSSAIN	Mohammed
81	140318672247	MOHAMMED MUSTAFA MISKEEN	Mustafa
82	140318672248	SYEDA NAUSHEEN BEGUM	Nausheen
83	140318672252	MOHAMMED IBRAHIM ANSARE	Ibrahim
84	140318672261	TANZEEL UR RAHMAN FAHAD	Tanzeel
85	140318672262	KHAJA KHURSHED AHMED	Khurshed
86	140318672264	SANDEBOYENA ARAVIND KUMAR YADA	Aravind
87	140318672265	SHAYAAN KALEEM BARDAY	Shayaan
88	140318672267	SYEDA MARIYA ANJUM	Mariya
89	140318672268	MOHAMMED ABDULLAH	Abdullah
90	140318672269	SYED TAISEER AHMED	Taiseer
91	140318672270	MOHAMMED MAJEED	Majeed
92	140318672271	KHAWAJA MUJTABA HUSSAN	Mujtaba
93	140318672272	MIR YAMEEN ALI	Yameen
94	140318672276	SYED IRFAN AHMED	Irfan
95	140318672277	ABDULLAH NAYEEM SIDDIQUI	Nayem
96	140318672280	MOHD NOORUDDIN	Noor
97	140318672281	SAFURA	Safura
98	140318672282	ABDUL SAMAD BIN SAYEED	Samad
99	140318672283	MOHD ALI MOHI UDDIN	Mohi
100	140318672284	AJMAL JAMEEL	Jameel
101	140318672285	MOHAMMED ABDUL MAJEED KHAN	Majeed
102	140318672291	MOHD SALMAN ZAFAR	Salman
103	140318672292	MOHAMMED ZAHEER UL HASSAN	Zaheer
104	140318672293	S HYDER ALI	Hyder
105	140318672294	OMER BIN SAYEED ALTIMIMI	Omer
106	140318672299	MOHD SHOAB KHAN	Shoab
107	140318672300	AYESHA SHOEIB	Shoeb



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Feb 25th 2020

TIME MANAGEMENT-A SOFT SKILL TOOL

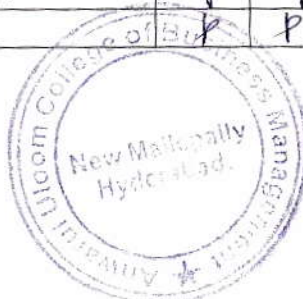
Students Attendance Sheet

S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
1	140318672001	AIJAZ AHMED QURAISHI	P	P	P	P	P
2	140318672009	AERPULA CHAYA NANDINI	P	P	P	P	P
3	140318672010	MOHAMMED NADEEM HUSSAIN	P	P	P	P	P
4	140318672024	MOHD AMAIR ALI	P	P	P	P	P
5	140318672034	MUAZ IQBAL	P	P	P	P	P
6	140318672035	MOHAMMED SHABUDDIN KHAN	P	P	P	P	P
7	140318672043	SABA FIRDOUS	P	AB	P	P	P
8	140318672049	MOHAMMAD AZHARUDDIN	P	P	P	P	P
9	140318672054	MOHD SUHAIB SHAREEF	P	P	P	P	P
10	140318672055	SHAIK MOHD SARFARAZ ULLAH	P	P	P	P	P
11	140318672056	NEHA NASEER	P	P	P	P	P
12	140318672057	MOHAMMED ARSHAD KHAN	P	P	P	P	P
13	140318672087	SYED ASLAM ALI	P	P	P	P	P
14	140318672088	MOHAMMED FAIQ RAZI	P	P	P	P	P
15	140318672089	SYED IMTHIYAS	P	P	P	P	P
16	140318672090	SHAREEFA SHAIKHA	P	P	P	P	P
17	140318672096	MOHAMMED SAMI UDDIN	P	P	P	P	P
18	140318672097	SHAIK ZAFER	P	P	P	P	P
19	140318672098	MOHAMMED ABUBAKER	P	P	P	P	P
20	140318672108	SYEDA NABILA FATIMA	P	P	P	P	P
21	140318672109	MD SAIF ULLAH KHAN	P	P	P	AB	P
22	140318672110	MOHD ABDUL MUQTADIR	P	P	P	P	P
23	140318672111	MOHD AZMATH KHAN	P	P	P	P	P
24	140318672118	MD SHERAAZ	P	P	P	P	P
25	140318672119	SYED EHTESHAM HUSSAIN	P	P	P	P	P
26	140318672121	MOHAMMED AHMED HUSSAIN	P	P	P	P	P
27	140318672122	HABEEB UNISSA	P	P	P	P	P
28	140318672123	SYED DASTAGIRUDDIN	P	P	P	P	P
29	140318672127	SHEIK SALEEM	P	P	P	P	P
30	140318672129	SYED IRFAN	P	P	P	P	P
31	140318672130	AQEEL AHMED ZAKIR PATEL	P	P	P	P	P
32	140318672131	GK SAMEER ULLAH KHAN	P	P	P	P	P
33	140318672140	ABDUL NAYEEM	P	P	P	P	P
34	140318672141	MOHAMMED HABEEB	P	P	P	P	P
35	140318672142	SHAHNAAZ FATIMA	P	P	P	P	P
36	140318672143	SHAIK ABDUL MANSOOR	P	P	P	P	P
37	140318672144	AZEEZA SULTANA	P	P	P	P	P
38	140318672145	AFREEN BEGUM	P	P	P	P	P
39	140318672146	MOHD ALTAMASH	P	AB	P	P	P
40	140318672147	MOHAMMED ABDUL KHADEER	P	P	P	P	P
41	140318672150	SYED AMIR ULLAH	P	P	P	P	P
42	140318672157	MOHAMMED QUDRATH ULLAH	P	P	P	P	P



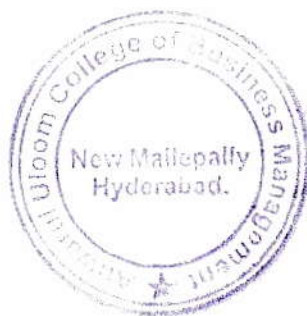
Principal
A* WARD, ULLAH COLLEGE
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S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
43	140318672158	MOHAMMED MATHEENUDDIN	P	P	P	P	P
44	140318672159	MOHAMMED WASEEM AFROZ	P	P	P	P	P
45	140318672160	MOHAMMED ASIF KHAN	P	P	P	P	P
46	140318672161	MOHD JUNAID AHMED	P	P	P	P	P
47	140318672163	TAMEEM ULLAH KHAN	P	P	P	P	P
48	140318672166	SHAIK OMER	P	P	P	P	P
49	140318672167	ABDUL MOID JUNAIDI	P	P	P	P	P
50	140318672168	MOHD WAHEED	P	P	P	P	P
51	140318672170	SYED MUZAMMIL	P	P	P	P	P
52	140318672171	NUZHA SULTANA	P	P	P	P	P
53	140318672172	GHOUSIA BEGUM	P	P	P	P	AB
54	140318672173	MOHAMMED MUZAMMIL	P	P	P	P	P
55	140318672174	SYED MISBAH REHMAN	P	P	P	P	P
56	140318672175	NOUSHABA HASHMI	P	P	P	P	P
57	140318672176	MOHAMMED ASHRAF HUSSAIN	P	P	P	P	P
58	140318672182	SYED AHMED ALI SHADAB	P	P	P	P	P
59	140318672184	MOSEEN MOHAMMAD	P	P	P	P	P
60	140318672185	MOHAMMED ZAFFERUDDIN	P	P	P	P	P
61	140318672186	MOHD ABDUL JABBAR	P	P	P	P	P
62	140318672187	MOHD RAFEEQ KHAN	P	P	P	P	P
63	140318672188	ATIF HUSSAIN	P	P	P	P	P
64	140318672189	SYED FARAZ SHAH	P	P	P	P	P
65	140318672209	SYEDA YASMEEN FATIMA	P	P	P	P	P
66	140318672210	MUQTAR AHMED KHAN	P	P	P	P	P
67	140318672218	TABASSUM FATIMA	P	P	P	P	P
68	140318672219	AYESHA ANJUM	P	P	P	P	P
69	140318672220	MOHAMMED NIHALUDDIN	P	P	P	P	P
70	140318672226	SYED MASOOD ALI	P	P	P	P	P
71	140318672227	SYED SADIQ HUSSAIN	P	P	P	P	P
72	140318672229	MOHD ZUBAIR	P	P	P	P	P
73	140318672231	SYED MURTUZA	P	P	P	P	P
74	140318672232	TALHA ABDUL RAHMAN	P	P	P	P	P
75	140318672233	MUHAMMAD ILYAS KHAN	P	P	P	P	P
76	140318672234	MOHAMMED ABDUL RAHMAN	P	AB	P	P	P
77	140318672237	S A MUQSITH	P	P	P	P	P
78	140318672238	GULAM MOHD FAROOQUI	P	P	P	P	P
79	140318672239	MOHAMMED ADNAN MOHMOOD	P	P	P	P	P
80	140318672245	SYED MOHAMMED HUSSAIN	P	P	P	P	P
81	140318672247	MOHAMMED MUSTAFA MISKEEN	P	P	P	P	P
82	140318672248	SYEDA NAUSHEEN BEGUM	P	P	P	P	P
83	140318672252	MOHAMMED IBRAHIM ANSARE	P	P	P	P	P
84	140318672261	TANZEEL UR RAHMAN FAHAD	P	P	P	P	P
85	140318672262	KHAJA KHURSHED AHMED	P	AB	P	P	P
86	140318672264	SANDEBOYENA ARAVIND KUMAR YADA	X	P	P	P	P
87	140318672265	SHAYAAN KALEEM BARDAY	P	P	P	P	AB
88	140318672267	SYEDA MARIYA ANJUM	P	P	P	P	P



[Signature]
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 New Malleshpally, Hyderabad.

S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
89	140318672268	MOHAMMED ABDULLAH	P	P	P	P	P
90	140318672269	SYED TAISEER AHMED	P	P	P	P	P
91	140318672270	MOHAMMED MAJEED	P	P	P	P	P
92	140318672271	KHAWAJA MUJTABA HUSSAN	P	P	P	P	P
93	140318672272	MIR YAMEEN ALI	P	P	P	P	P
94	140318672276	SYED IRFAN AHMED	P	P	P	P	P
95	140318672277	ABDULLAH NAYEEM SIDDIQUI	P	P	P	P	P
96	140318672280	MOHD NOORUDDIN	P	AB	P	P	P
97	140318672281	SAFURA	P	P	P	P	P
98	140318672282	ABDUL SAMAD BIN SAYEED	P	P	P	P	P
99	140318672283	MOHD ALI MOHI UDDIN	P	P	P	P	P
100	140318672284	AJMAL JAMEEL	P	P	P	P	P
101	140318672285	MOHAMMED ABDUL MAJEED KHAN	P	P	P	P	P
102	140318672291	MOHD SALMAN ZAFAR	P	P	P	P	P
103	140318672292	MOHAMMED ZAHEER UL HASSAN	P	P	P	P	P
104	140318672293	S HYDER ALI	P	P	P	P	P
105	140318672294	OMER BIN SAYEED ALI TIMIMI	P	P	P	P	P
106	140318672299	MOHD SHOAIB KHAN	P	P	P	P	P
107	140318672300	AYESHA SHOEB	P	P	P	P	AB



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ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

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Affiliated to Osmania University | Approved by AICTE | Permitted by Govt. of Telangana

11-3-91B, New Malleshpally, Hyderabad 500030, T.S. India

Ref.:

Date:

4th February, 2019

CIRCULAR

The students and staff are hereby informed that the college is organizing a five days soft skill sessions on '**Leadership-A Soft skill to build Personality**' from 11-02-2019 to 15-02-2019. Dr.Osman Bin Salam and Dr.Aijaz will be addressing us. All are requested to participate and get benefit.

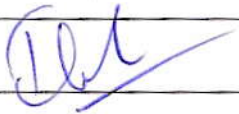
VENUE: MBA SEMINAR HALL

TIME: 10.00 AM

Copy to:




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Signature of HOD	TPO	OFFICE	LIBRARY
			

Class rooms and copy to Notice Board



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11-3-918, New Mallepally, Hyderabad 500101, T. S. India

Ref.:

Date: 16.02.2019

REPORT

Name of the Program : Leadership- A Soft skill to build Personality

Date : 11.02.2019 to 15-02-2019

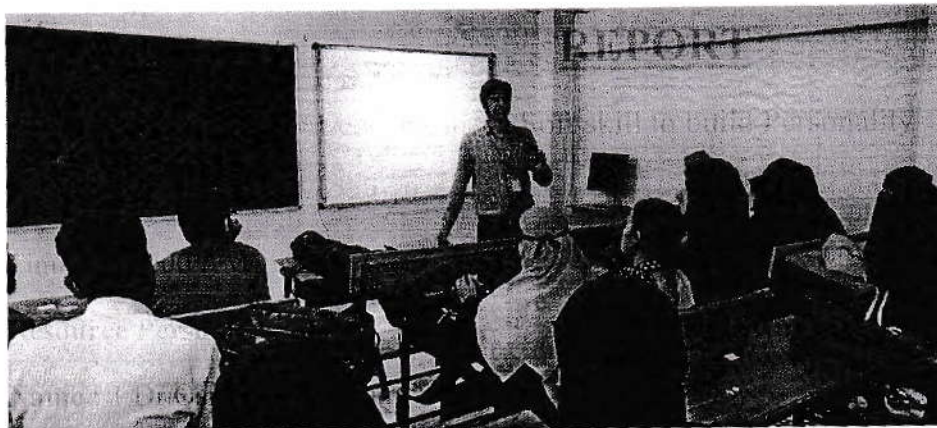
Timing : 10:00 AM

Resource Person Details

Name : 1.Dr.Osman Bin Salam

2.Dr.Ajaz

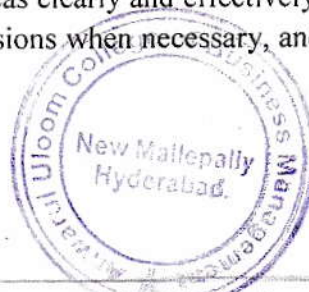
Place: Anwarul Uloom College of Business Management



INTRODUCTION

Leadership is a soft skill that is essential for building a strong personality. It is the ability to inspire, motivate, and guide others towards a common goal.

Leadership involves several key qualities, such as empathy, communication, delegation, decision-making, and problem-solving. Effective leaders are able to listen to others, understand their perspectives, and communicate their own ideas clearly and effectively. They also know how to delegate tasks to the right people, make difficult decisions when necessary, and solve problems in a creative and efficient manner.



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Developing strong leadership skills can have a significant impact on both personal and professional success. It can improve your ability to work well with others, build strong relationships, and create a positive impact on the people around you. Whether you're leading a team at work, volunteering in your community, or simply trying to build a better life for yourself, leadership skills are essential for success.

Overall, leadership is a crucial soft skill that can help you build a strong personality and achieve your goals. By developing your leadership abilities, you can become a more effective communicator, decision-maker, and problem solver, and create a positive impact on the people around you.

Objective

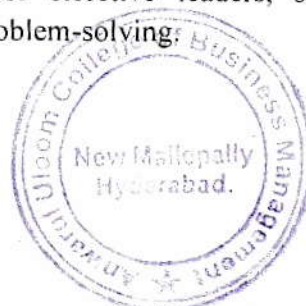
The objective of leadership as a soft skill is to build a strong and effective personality that can inspire and motivate others towards achieving a common goal. Some of the key objectives of developing leadership skills include:

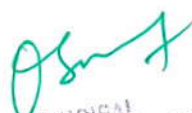
- To develop effective communication skills: Good communication is an essential aspect of leadership. The ability to communicate effectively with others can help you build strong relationships, motivate your team, and achieve your goals.
- To develop problem-solving skills: As a leader, you need to be able to identify problems and come up with effective solutions. Developing strong problem-solving skills can help you make informed decisions and overcome obstacles in achieving your goals.
- To develop delegation skills: Effective leaders know how to delegate tasks to the right people. Delegation skills are crucial in ensuring that everyone in the team is working towards a common goal.
- To develop decision-making skills: Leaders need to make difficult decisions quickly and effectively. Developing strong decision-making skills can help you make informed decisions that benefit your team and achieve your goals.
- To develop empathy: Empathy is an important leadership trait that helps you understand the perspectives of others. By developing empathy, you can build stronger relationships with your team and motivate them to achieve their full potential.

Overall, the objective of leadership as a soft skill is to build a strong personality that can inspire and motivate others towards achieving common goals. Developing strong leadership skills can help you become a more effective communicator, problem solver, decision maker, and delegator, and create a positive impact on the people around you

Topic Covered

- ✓ Understanding the key qualities of effective leaders, such as communication, empathy, delegation, decision-making, and problem-solving.




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- ✓ Developing effective communication skills, including verbal and nonverbal communication, active listening, and building rapport.
- ✓ Developing problem-solving skills, including identifying problems, analyzing data, brainstorming solutions, and evaluating outcomes.
- ✓ Developing delegation skills, including assigning tasks, setting expectations, monitoring progress, and providing feedback.
- ✓ Developing decision-making skills, including gathering information, evaluating options, considering consequences, and making informed decisions.
- ✓ Developing empathy, including understanding and relating to the perspectives of others, building trust, and promoting cooperation.
- ✓ Building self-awareness, including identifying personal strengths and weaknesses, setting goals, and developing a personal leadership style.
- ✓ Leading with integrity, including maintaining ethical standards, modeling ethical behavior, and inspiring trust in others.
- ✓ Building resilience, including developing coping strategies, managing stress, and bouncing back from setbacks.

Managing change, including identifying opportunities for growth, leading innovation, and adapting to changing circumstances.

Outcome:

The program emphasized on developing strong personality through leadership. The most important outcomes include:

- **Improved communication:** Developing effective communication skills is one of the most important outcomes of leadership development. Improved communication can help you build stronger relationships, resolve conflicts, and inspire others.
- **Increased productivity:** Effective leaders know how to motivate their teams and achieve goals in an efficient manner. This can lead to increased productivity and improved outcomes.
- **Greater self-awareness:** Developing leadership skills often involves introspection and self-reflection, which can help you better understand your strengths and weaknesses. This greater self-awareness can help you make better decisions and achieve your goals.



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- **Enhanced problem-solving abilities:** Effective leaders are able to identify problems and develop creative solutions. Developing strong problem-solving abilities can help you overcome obstacles and achieve success in both personal and professional contexts.
- **Improved decision-making:** Developing strong decision-making skills can help you make informed decisions that benefit your team and achieve your goals. Improved decision-making can lead to better outcomes and increased success.
- **Enhanced empathy:** Developing empathy can help you better understand the perspectives of others and build stronger relationships. This can lead to greater trust, cooperation, and success.
- **Increased confidence:** Developing leadership skills can help you build confidence in your abilities and become more assertive in pursuing your goals. Increased confidence can lead to greater success and a more fulfilling life.

Overall, the outcomes of leadership as a soft skill to build personality are focused on developing the key qualities and skills that effective leaders possess, and how to apply them in various contexts to create positive outcomes. The development of strong leadership skills can have a significant impact on personal and professional success, as well as overall well-being and fulfillment.


PROGRAM COORDINATOR



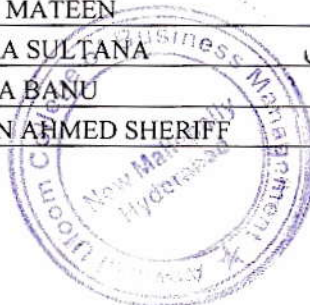

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LEADERSHIP A SOFT SKILL TO BUILT PERSONALITY

Students Enrolment List

11-02-2019 – 15-02-2019

S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
1.	140317672001	SYED SHAREEQ	Shareeq
2.	140317672003	MOHAMMAD MOIN KHAN	Moham
3.	140317672004	MIR SAADATH ALI QUADRI	Mir
4.	140317672008	NOOR UL AIN FATHIMA	Fathima
5.	140317672009	SULEMAN KHAN	Sulim
6.	140317672010	SHAMS UNNISA BEGUM	UNNISA
7.	140317672014	MOHAMMADI BEGUM	Moham
8.	140317672015	SHAIK ZAMEER AHMED	Zameer
9.	140317672017	MOHD MIRAJ UDDIN AHMED	Miraj
10.	140317672018	MOHD TOUFEEQ	Touf
11.	140317672019	MOHD MUJAHED	Mujahed
12.	140317672021	SANA SAMREEN	Sana
13.	140317672025	SYED NOUMAN PEER	Nouman
14.	140317672026	MOHAMMED KAREEM	Kareem
15.	140317672027	SHAIK NAYAZ	Nayaz
16.	140317672033	MOHAMMED ATIF AHMED QUADRI	Atif
17.	140317672035	SK ABDUL SIRAJ	Siraj
18.	140317672036	MOHD IBRAHIM	Ibrahim
19.	140317672037	MOHD RAHEEM KHAN	Raheem
20.	140317672041	SANA AFREEN	Afreem
21.	140317672042	SYED ABDUL QADIR	Qadir
22.	140317672046	SADIYA SULTANA	Sadiya
23.	140317672047	MD ARQAMUDDIN AKTHER	Akther
24.	140317672052	MD SHARUKH HUSSAIN	Sharukh
25.	140317672053	SYED ADNAN	Adnan
26.	140317672054	SYED ATHA UR RAHMAN	Athar
27.	140317672055	HAFAEEZ UNISSA BEGUM	Hafeez
28.	140317672058	SHAIK REHAN UDDIN	Rehan
29.	140317672059	RAFATH JABEEN	Rafath Jabeen
30.	140317672060	SHAHNAWAZ	Shahna
31.	140317672070	SYED SHAHBAAZ	Shah
32.	140317672071	ASIMA NEHAN	Asima
33.	140317672072	SYED FARAZ	Faraz
34.	140317672073	AMINA BUSHRA	Amin Bushra
35.	140317672074	ABDUL ALEEM	Aleem
36.	140317672081	MIRZA JAMSHEER BAIG	Jam
37.	140317672082	MOHD MATEEN	Mateen
38.	140317672091	HAJERA SULTANA	Hajera
39.	140317672092	RAFIYA BANU	Banu
40.	140317672093	ADNAN AHMED SHERIFF	Adnan



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S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
41.	140317672102	SYED WASEEMUDDIN	Waseem
42.	140317672103	MD MUKKARAM ALI	Ali
43.	140317672104	RUQSAR FATIMA	Raqsa
44.	140317672105	SYED ADEEB	Adeeb
45.	140317672112	SYED QAYYUM	Qayyum
46.	140317672113	MOHAMMED SHOEB ALI	Shoeb
47.	140317672115	MD SAMEER AHMED	Sameer
48.	140317672121	GOUSIYANAAZ	Gausiyanaz
49.	140317672122	MOHAMMAD OSMAN ALI	Osman
50.	140317672125	SYED MAZHER	Mazher
51.	140317672126	KHAJA SAIF UDDIN	Saif
52.	140317672130	FAREENA	Fareena
53.	140317672134	SAFA FATIMA	Safa
54.	140317672135	SADIQ MD	Sadiq
55.	140317672145	MOHAMMED ABDUL IRFAN	Irfan
56.	140317672146	SAYEED SALEEM AHMED	Saleem
57.	140317672147	SARA BEGUM	Sara
58.	140317672148	SAFEE AHMED OSMANI	Safie
59.	140317672149	ABID HUSSAIN	Abid
60.	140317672156	MOHAMMED NAWAZUDDIN GHORI	Nawaz
61.	140317672157	SYED FAHAD GAZI	Fahad
62.	140317672158	AMMATUL MATEEN	Mateen
63.	140317672159	FARHEEN FATIMA AMINI	Farheen
64.	140317672164	MAJID HUSSAIN	Hussain
65.	140317672165	MALIHA AZAM	Maliha
66.	140317672166	MAIMOONA KHAN	Maimoona
67.	140317672178	SYED SULEMAN	Suleman
68.	140317672179	KHAJA LATHEEFUDDIN	Latheef
69.	140317672180	MOHAMMED ALEEMUDDIN	Aleem
70.	140317672186	MD AHMED QAMER	Qamer
71.	140317672187	MOHAMMED MUJEEBODDIN	Mujeeb
72.	140317672188	SYD SHOEB HUSSAIN	Shoeb
73.	140317672189	MD MUJAHID	Mujahid
74.	140317672197	MOHD SABER	Saber
75.	140317672198	MOHD ILYAS KHAN	Ilyas
76.	140317672199	MIRZA WAJATH BAIG	Wajath
77.	140317672200	SHAIK ALTAF UDDIN	Altaf
78.	140317672222	ABDUL MOID	Moid
79.	140317672223	IDREES AHMED	Idrees
80.	140317672224	SYED HUSSAMUDDIN GHORI	Hussam
81.	140317672225	SYEDA SAMREEN SULTANA	Samreen
82.	140317672226	SYED SOHEL UDDIN	Sohel
83.	140317672234	SHAIK FAREED UDDIN ASIM	Fareed
84.	140317672235	SYED MOHIUDDIN QADRI	Mohi
85.	140317672236	MD SHAFI UDDIN	Shafi



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S.NO	H.NO	NAME OF THE STUDENT	SIGNATURE
86.	140317672237	MOHAMMED ABDUL RAHMAN	<i>Rahman</i>
87.	140317672238	SHAIK ASRA FATHIMA	<i>Asra</i>
88.	140317672249	MOHD QASIM MOHIUDDIN	<i>Qasim</i>
89.	140317672250	NAZNEEN BANU	<i>Nazneen</i>
90.	140317672251	MOHAMMED AAQUIB KHAN SIDDIQUI	<i>Akber</i>
91.	140317672262	MOHAMMED ABDUL WAHED	<i>Wahed</i>
92.	140317672264	SAIFULLAH KHAN	<i>Saif</i>
93.	140317672265	MOHAMMED IMTIYAZ	<i>Imtiyaz</i>
94.	140317672266	AFRAH ZAKI	<i>Afra</i>
95.	140317672277	ARSHIYA SULTANA	<i>Arshiya</i>
96.	140317672278	NUZHAT QURESHI	<i>Nuzhat</i>
97.	140317672297	SAMREEN FATHIMA	<i>Samreen</i>
98.	140317672298	MD YAWAR ALI SHAHBAAZ	<i>Yusuf</i>
99.	140317672299	MOHAMMED IRFAN	<i>Irfan</i>
100.	140317672300	SYED ABDUL MOHAMEEN	<i>Mohammed</i>



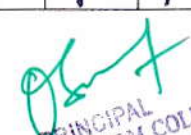
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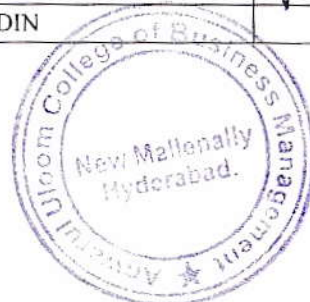
Students Enrolment List

S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAYS
1.	140317672001	SYED SHAREEQ	P	P	P	P	P
2.	140317672003	MOHAMMAD MOIN KHAN	P	P	P	P	P
3.	140317672004	MIR SAADATH ALI QUADRI	P	P	P	P	P
4.	140317672008	NOOR UL AIN FATHIMA	P	P	P	P	P
5.	140317672009	SULEMAN KHAN	P	P	P	P	P
6.	140317672010	SHAMS UNNISA BEGUM	P	P	P	P	P
7.	140317672014	MOHAMMADI BEGUM	P	P	P	P	P
8.	140317672015	SHAIK ZAMEER AHMED	AB	P	P	P	P
9.	140317672017	MOHD MIRAJ UDDIN AHMED	P	P	P	P	P
10.	140317672018	MOHD TOUFEEQ	P	P	P	P	P
11.	140317672019	MOHD MUJAHED	P	P	P	P	P
12.	140317672021	SANA SAMREEN	P	P	P	P	P
13.	140317672025	SYED NOUMAN PEER	P	P	P	P	P
14.	140317672026	MOHAMMED KAREEM	P	P	AB	P	P
15.	140317672027	SHAIK NAYAZ	P	P	P	P	P
16.	140317672033	MOHAMMED ATIF AHMED QUADRI	P	P	P	P	P
17.	140317672035	SK ABDUL SIRAJ	P	P	P	P	P
18.	140317672036	MOHD IBRAHIM	P	P	P	P	P
19.	140317672037	MOHD RAHEEM KHAN	P	P	P	P	P
20.	140317672041	SANA AFREEN	P	P	P	P	P
21.	140317672042	SYED ABDUL QADIR	P	P	P	P	P
22.	140317672046	SADIYA SULTANA	P	P	P	P	P
23.	140317672047	MD ARQAMUDDIN AKTHER	P	P	P	P	P
24.	140317672052	MD SHARUKH HUSSAIN	P	P	P	P	P
25.	140317672053	SYED ADNAN	P	P	P	P	P
26.	140317672054	SYED ATHA UR RAHMAN	P	P	P	P	P
27.	140317672055	HAFAEEZ UNISSA BEGUM	P	P	P	P	P
28.	140317672058	SHAIK REHAN UDDIN	P	AB	P	P	P
29.	140317672059	RAFATH JABEEN	P	P	P	P	P
30.	140317672060	SHAHNAWAZ	P	P	P	P	P
31.	140317672070	SYED SHAHBAAZ	P	P	P	P	P
32.	140317672071	ASIMA NEHAN	P	P	P	P	P
33.	140317672072	SYED FARAZ	P	P	P	P	P
34.	140317672073	AMINA BUSHRA	P	P	P	P	P
35.	140317672074	ABDUL ALEEM	P	P	P	AB	P
36.	140317672081	MIRZA JAMSHEER BAIG	P	P	P	P	P
37.	140317672082	MOHD MATEEN	P	P	P	P	P
38.	140317672091	HAJERA SULTANA	P	P	P	P	P
39.	140317672092	RAFIYA BANU	P	P	P	P	P
40.	140317672093	ADNAN AHMED SHERIFF	P	P	P	P	P




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S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAY5
41	140317672102	SYED WASEEMUDDIN	P	P	P	P	P
42	140317672103	MD MUKKARAM ALI	P	P	P	P	P
43	140317672104	RUQSAR FATIMA	P	P	P	P	P
44	140317672105	SYED ADEEB	P	P	P	P	P
45	140317672112	SYED QAYYUM	P	P	P	P	P
46	140317672113	MOHAMMED SHOEBA ALI	P	AB	P	P	P
47	140317672115	MD SAMEER AHMED	P	P	P	P	P
48	140317672121	GOUSIYANAAZ	P	P	P	P	P
49	140317672122	MOHAMMAD OSMAN ALI	P	P	P	P	P
50	140317672125	SYED MAZHER	P	P	P	P	P
51	140317672126	KHAJA SAIF UDDIN	P	P	P	P	P
52	140317672130	FAREENA	P	P	P	P	P
53	140317672134	SAFA FATIMA	P	P	P	P	P
54	140317672135	SADIQ MD	P	P	P	P	P
55	140317672145	MOHAMMED ABDUL IRFAN	P	P	AB	P	P
56	140317672146	SAYEED SALEEM AHMED	P	P	P	P	P
57	140317672147	SARA BEGUM	P	P	P	P	P
58	140317672148	SAFEE AHMED OSMANI	P	P	P	P	P
59	140317672149	ABID HUSSAIN	P	P	P	P	P
60	140317672156	MOHAMMED NAWAZUDDIN GHORI	P	P	P	P	P
61	140317672157	SYED FAHAD GAZI	P	P	P	P	P
62	140317672158	AMMATUL MATEEN	P	P	P	P	P
63	140317672159	FARHEEN FATIMA AMINI	P	P	P	P	P
64	140317672164	MAJID HUSSAIN	P	AB	AB	P	P
65	140317672165	MALIHA AZAM	P	P	P	P	P
66	140317672166	MAIMOONA KHAN	P	P	P	P	P
67	140317672178	SYED SULEMAN	P	P	P	P	P
68	140317672179	KHAJA LATHEEFUDDIN	P	P	P	P	P
69	140317672180	MOHAMMED ALEEMUDDIN	P	P	P	P	P
70	140317672186	MD AHMED QAMER	P	P	P	P	P
71	140317672187	MOHAMMED MUJEEBODDIN	P	P	P	P	P
72	140317672188	SYD SHOEBA HUSSAIN	P	P	P	P	P
73	140317672189	MD MUJAHID	P	P	P	P	P
74	140317672197	MOHD SABER	P	P	P	P	P
75	140317672198	MOHD ILYAS KHAN	P	P	P	P	P
76	140317672199	MIRZA WAJATH BAIG	P	P	P	P	P
77	140317672200	SHAIK ALTAJ UDDIN	P	P	P	P	P
78	140317672222	ABDUL MOID	P	P	P	P	P
79	140317672223	IDREES AHMED	P	P	P	P	P
80	140317672224	SYED HUSSAMUDDIN GHORI	P	P	P	AB	P
81	140317672225	SYEDA SAMREEN SULTANA	P	P	P	P	P
82	140317672226	SYED SOHEL UDDIN	P	P	P	P	P
83	140317672234	SHAIK FAREED UDDIN ASIM	P	P	P	P	P
84	140317672235	SYED MOHI UDDIN QADRI	P	P	P	P	P
85	140317672236	MD SHAFI UDDIN	P	P	P	P	P



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OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.

S.NO	H.NO	NAME OF THE STUDENT	DAY1	DAY2	DAY3	DAY4	DAYS
86	140317672237	MOHAMMED ABDUL RAHMAN	P	P	P	P	P
87	140317672238	SHAIK ASRA FATHIMA	P	P	P	P	P
88	140317672249	MOHD QASIM MOHIUDDIN	P	P	P	P	P
89	140317672250	NAZNEEN BANU	P	P	P	P	P
90	140317672251	MOHAMMED AAQUIB KHAN SIDDIQUI	P	P	P	P	P
91	140317672262	MOHAMMED ABDUL WAHED	P	P	P	P	P
92	140317672264	SAIFULLAH KHAN	P	P	P	P	P
93	140317672265	MOHAMMED IMTIYAZ	P	AB	P	P	P
94	140317672266	AFRAH ZAKI	P	P	P	P	P
95	140317672277	ARSHIYA SULTANA	P	P	P	P	P
96	140317672278	NUZHAT QURESHI	P	P	P	P	P
97	140317672297	SAMREEN FATHIMA	P	P	P	AB	P
98	140317672298	MD YAWAR ALI SHAHBAAZ	P	P	P	P	P
99	140317672299	MOHAMMED IRFAN	P	P	P	P	P
10	140317672300	SYED ABDUL MOHAMEEN	P	P	P	P	P



Principal
ANWARUL ULOOM COLLEGE
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