



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

6.3.3.1. TOTAL NUMBER OF PROFESSIONAL DEVELOPMENT /ADMINISTRATIVE TRAINING PROGRAMMES ORGANIZED BY THE INSTITUTION FOR TEACHING AND NON TEACHING STAFF YEAR WISE DURING THE LAST FIVE YEARS

PROFESSIONAL DEVELOPMENT PROGRAMS DURING THE LAST FIVE YEARS

YEARS	2022-2023	2021-2022	2020-2021	2019-2020	2018-2019
NUMBER	103	94	95	87	86


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

6.3.3.1. TOTAL NUMBER OF PROFESSIONAL DEVELOPMENT /ADMINISTRATIVE TRAINING PROGRAMMES ORGANIZED BY THE INSTITUTION FOR TEACHING AND NON-TEACHING STAFF YEAR WISE DURING THE LAST FIVE YEARS

PROFESSIONAL DEVELOPMENT PROGRAMS DURING THE LAST FIVE YEARS

YEAR	NAME OF THE PROGRAM	DATE	RESOURCE PERSON		No. Of Participants
2022-2023	Barriers to poor Organised communication	20/02/2023 To 25/02/2023	Dr.Srinivas Reddy	Dr.Mohd Ajaz Khan	55
	Time Management	01/08/2022 To 06/08/2022	Dr.Y.Vinodhini	Dr.Nikhath Sultana	48
2021-2022	Emotional Intelligence	31/01/2022 To 5/02/2022	Dr.Venkat Reddy	R.Renuka	48
	Digital Literacy Programme	13/09/2021 To 18/09/2021	Dr.Nizamuddin	Dr.Shyam Kumar	46
2020-2021	Creative Thinking	15/02/2021 To 20/02/2021	Dr.Osman Bin Salam	Dr.Shama Yasmeen	47
	Online Teaching Methods	23/11/2020 To 28/11/2020	Dr.Shahnaz Sultana	Dr.Afroze Ahmed	48
2019-2020	Student Psychology	24/02/2020 To 29/02/2020	Dr.Feroz Khan	Dr..Thirupathi	47
	Innovative Approaches in Management	05/08/2019 To 10/08/2019	Dr.Shahbaz Khan	Dr.Syed Abdul Aleem	40
2018-2019	Analytical Approaches to Research Methodology	28/01/2019 To 02/02/2019	Prof.Ahmed Baig	Dr.Shahnaz Sultana	42
	Practical Approaches to Practical Learning	16/07/2018 To 21/07/2018	Dr.Durdana	Dr. Aseem Khan	44


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

A.Y-2022-2023

S.NO	NAME OF THE TEACHER	DESIGNATION	NAME OF THE PROGRAM	DATE AND DURATION
1	Mr Mohd Farooq Ali	Asso.Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
2	Mr Mohd Wasif Ahmed	Asso.Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
3	Miss Saba Fatima	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
4	Mr M A Hyder Khan	Asso.professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
5	Mr.Mohd Salauddin	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
6	Miss Arshiya Arif	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
7	Mr Mohammed Saleem Pasha	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
8	Miss Meenaz	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
9	Mr Mohammed Sartajuddin	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
10	Mr Mohammed Sayeed	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
11	Mrs Zarin Fathima	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
12	Mrs.Fathima Unnisa	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
13	Mrs Nazia Tabassum	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
14	Miss Bushra Husna	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
15	Miss Ruhi Naaz	Asst. Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
16	Ms. Naher Nabra Quadri	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
17	Ms. Nazeen Saba Quadri	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)

Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

18	Ms. Nazia Farheen	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
19	Ms. Qaiser Sultana	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
20	Ms. Rabia Basra	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
21	Ms. Rafath Sultana	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
22	Ms. Rakshi Fatima	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
23	Ms. Saira Siddiqua	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
24	Ms. Salma Begum	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
25	Ms. Sameena Begum	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
26	Ms. Sameera Fatima	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
27	Ms. Sana Shimaila Siddiqui	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
28	Ms. Sarah Farhath	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
29	Ms. Sarwath Jahan	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
30	Ms. Shabana Sultana Hashmi	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
31	Ms. Shahana Sultana	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
32	Ms. Shareqa Firdose	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
33	Ms. Sujitha Bujjuri	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
34	Ms. Sumayyah Firdous	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
35	Ms. Syeda Sameena	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
36	Ms. Tahera Abid	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
37	Ms. Wajida Tabassum	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)

Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

38	Ms. Zarina Begum	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
39	Ms.Humaira Fatima	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
40	Ms.Kauser Jabeen	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
41	Ms.Sameera Ahmed	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
42	Ms.Syeda Faheem Unnisa	Asst. Prof	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
43	Mubeen Sultana	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
44	N.Sadanandam	Lecturer	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
45	Nazia Khatoon	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
46	Neeta Pole	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
47	Nikhat Sultana	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
48	Null Sumera Jabin	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
49	P Naga Bharathi	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
50	Dr. D. D. Sahoo	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
51	G. Naresh	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
52	Syeda Munawar	Assistant Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
53	Mary Rapaka	Assoc.Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
54	D.Durga Bhavani	Assoc.Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)
55	MD.Akbar	Assoc.Professor	Barriers to Poor Organised Communication	20/02/2023-25/02/2023(11:00-1:00)


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad



Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

A.Y-2022-2023

S.NO	NAME OF THE TEACHER	DESIGNATION	NAME OF THE PROGRAM	DATE AND DURATION
1	Dr. Osman Bin Salam	Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
2	Dr.Y Vinodhini	Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
3	Dr. Atiya Mahboob	Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
4	Mr Mohd.Ibrahimuddin	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
5	Mrs. Shahnaaz Sultana	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
6	Mrs Shabana Fatima	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
7	Mr Syed Muzammiluddin	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
8	Mrs Raheemunnisa	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
9	Mrs Sadiya Aziz	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
10	Mr.Mohd Nizamuddin	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
11	Dr Md Aijaz Khan	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
12	Mr Md Rahman Shareef	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
13	Dr. Aseem Khan	Asso Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
14	Dr. Mohammed Ahmed Mohiuddin	Asso.Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
15	Mrs Asma Sultana	Asso.Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
16	Ms. Afshan Sultana	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
17	Ms. Asima Aqsa	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)

Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

18	Ms. Asma Bader	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
19	Ms. Asma Khanam	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
20	Ms. Asra Ahmed	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
21	Ms. Ayesha Farhath Fathima	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
22	Ms. Bashira Ahmed	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
23	Ms. Bazela Shahwar	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
24	Ms. Fareeha Qureshi	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
25	Ms. G. Swetha	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
26	Ms. Heena Afreen	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
27	Ms. Ishrath Nousheen	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
28	Ms. M. Saritha Devi	Associate Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
29	Ms. Mariyamyaseen	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
30	Ms. Mujeeb Tarnam	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
31	Ms. N. Swati Vikas	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
32	Ms. Naher Nabra Quadri	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
33	Ms. Nazeen Saba Quadri	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
34	Ms. Nazia Farheen	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
35	Ms. Qaiser Sultana	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
36	Ms. Rabia Basra	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)

Phone: 040 - 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List Of Teaching Staff Participated In Professional Development Programs

37	Ms. Rafath Sultana	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
38	Ms. Rakshi Fatima	Assistant Professor	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
39	Ms. Saira Siddiqua	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
40	Ms. Salma Begum	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
41	Ms. Sameena Begum	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
42	Ms. Sameera Fatima	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
43	Ms. Sana Shimaila Siddiqui	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
44	Ms. Sarah Farhath	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
45	Ms. Sarwath Jahan	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
46	Ms. Shabana Sultana Hashmi	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
47	G. Naresh	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)
48	Nirmala Patel	Asst. Prof	Time Management	01/08/2022-06/08/2022 (11:00-1:00)


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

Date: _____

Date: 21.07.2022

CIRCULAR

This is to inform that, Anwarul Uloom College of Business Management is organizing One Week Faculty Development Programme on “**TIME MANGEMENT**” on 01st Aug,2022 to 6th Aug,2022. All the Faculty members of concerned departments are requested to register and attend the programme.

Osman
PRINCIPAL

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.

Copy to:

Signature of HOD	TPO	OFFICE	LIBRARY
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>



Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750

A REPORT ON ONE WEEK FACULTY DEVELOPMENT PROGRAMME

ON

"TIME MANAGEMENT"

ORGANIZED BY

INTERNAL QUALITY ASSURANCE CELL (IQAC),

ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT, HYDERABAD

Date: 01st August, 2022 to 6th August, 2022.

Time: 11:00 AM to 1:00 PM

Resource Persons

Dr .Y.Vinodhini - Ph.D(Business Management) - Professor - Anwarul Uloom College of Business Management Email ID: <u>yvinodhinichinna@gmail.com</u> Ph: +91-8143134859	Dr. NIKHATH SULTANA - Ph.D(Business Management) - Professor - Mesco College Email: <u>nikhat.sultana@gmail.com</u> Ph: 8106406986
---	---

Number of Participants: 46 (Issued Certificate to all the participants)


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.

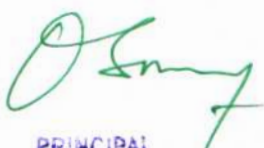


OBJECTIVES OF THE PROGRAM:

- Help individuals prioritize tasks and goals based on importance and urgency.
- Teach individuals to identify and eliminate time-wasting activities and habits.
- Encourage individuals to delegate tasks and responsibilities effectively.
- Reduce stress and burnout by promoting a balanced and manageable workload.
- Support individuals in achieving their goals and realizing their potential by managing their time effectively.

TOPICS COVERED IN THE PROGRAM:

- Understanding the Importance of Time Management
- The Benefits of Effective Time Management
- Identifying Your Time Wasters
- Goal Setting and Prioritization
- Creating a Daily Schedule and To-Do List
- Time Blocking and Batch Processing
- Delegating Tasks and Saying No
- Overcoming Procrastination and Distractions
- Developing Productive Habits
- Evaluating and Adjusting Your Time Management System


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad.



OUTCOME OF THE PROGRAM:

The Faculty Development Program on Time Management commenced with the Internal Quality Assurance Cell Coordinator & Vice-Principal Mr. Mohammed Ibrahim Uddin giving an introduction of the speaker Dr. Y. Vinodhini, Professor Anwarul Uloom College of Business Management.

The program aimed to train the faculty of different colleges on time management techniques that they could use to improve their productivity and efficiency.

The program covered various aspects of time management, including setting goals, prioritizing tasks, and eliminating time wasters.

The training program also included practical exercises that allowed the participants to apply the concepts learned during the program.

One of the outcomes of the program was that the faculty members who participated in the training reported an improvement in their time management skills.

Another outcome of the program was that the participants were able to identify the time wasters that were eating into their productivity. Dr. Vinodhini taught the participants how to identify and eliminate time wasters such as procrastination, multitasking, and social media distractions.

The program also had a positive impact on the participants' personal lives. They reported that they were now able to manage their personal time better, which had a positive impact on their work-life balance.


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



The program also had a positive impact on the college environment. The faculty members who participated in the training were able to share their newfound knowledge with their colleagues, which resulted in a more productive and efficient work environment

The program was also a success in terms of participant feedback. The participants gave positive feedback on the content and delivery of the program, with many stating that they found the program to be informative, engaging, and practical.

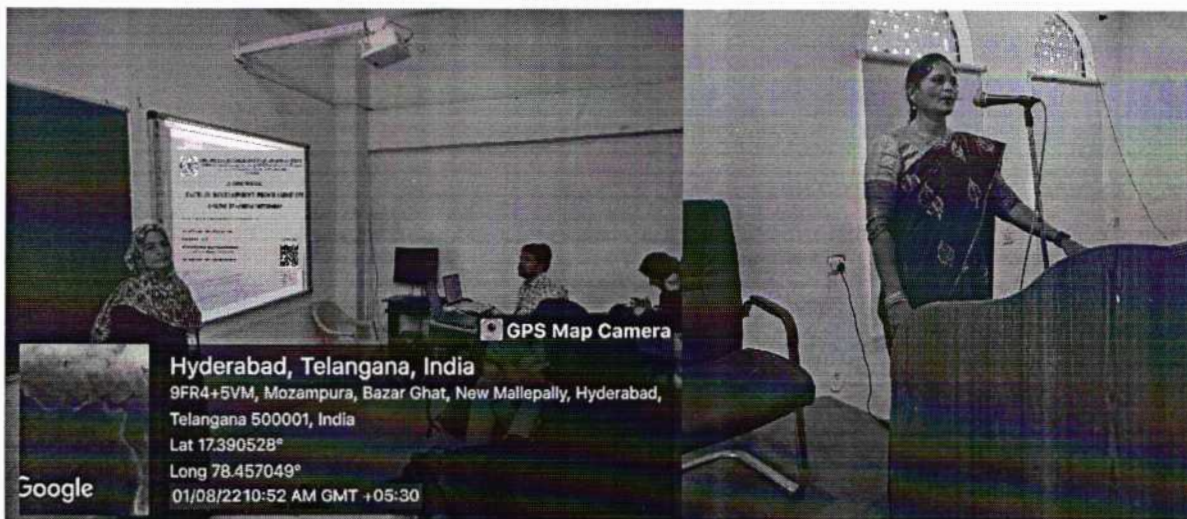
In conclusion, the Time Management training program organized by Dr. Y. Vinodhini at Anwarul Uloom College of Business Management was a success. The program had a positive impact on the participants' time management skills, productivity, and work-life balance

Overall, the program was well-received by the participants, who found it to be informative, engaging, and practical.


Programme Co-ordinator


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





Resource Person: Dr .Y.Vinodhini, Dr. NIKHATH SULTANA


Programme Coordinator


PRINCIPAL
ANWARUL ULLOOM COLLEGE
OF BUSINESS MANAGEMENT
 New Mallepally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List of Participants

Name of the Programme: A one week Faculty Development Program on Time Management.

Date: 01/08/2022 to 06/08/2022

S.NO	NAME OF THE FACULTY	DESIGNATION	COLLEGE NAME	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
1	Afshan Sultana	Asst.Prof	AUColPhy	As	As	As	As	As	As.
2	Asima Agiya	Asst Prof	AUC P	A	A	A	A	A	A
3	Bashira Ahmed.	Asst Prof.	AUC Phy	As	As	As	As	As	As
4	Dr. Sushma	Asst prof	AUC P	A	A	A	A	A	A
5	Dr. Sushma Devi	Asst Prof	Nandish	As	As	As	As	As	As
6	Ms. N. Swathi Vikas	Asst. prof	Anu coll	As	As	As	As	As	As
7	Oman Bin Salam	prof	AUCBM	As	As	As	As	As	As
8	Dr. V. Godhuli	Professor	AUCBM	As	As	As	As	As	As
9	Ms. Nabeela Sabir Qadri	Asst prof	Anu Uloom	As	As	As	As	As	As
10	Asma Badar	Ass. Prof	AUC	As	As	As	As	As	As
11	Fareeha Qureshi	Asst Prof	AUC P	As	As	As	As	As	As
12	Ms. Heena Afreen	Asst Prof	AUCPhy	As	As	As	As	As	As
13	Sadiya Aziz	Asso. prof.	AUCBM	As	As	As	As	As	As
14	Maryam Yaseen	Asst Prof	AUC	As	As	As	As	As	As
15	Asra Ahmed	Ass. Prof	AUCPhy	A	A	A	A	A	A
16	Bazela Shahwar	Asst Prof	AUCP	As	As	As	As	As	As
17	Dr. Ishrat Nazeer	Asst Prof	Nandish	As	As	As	As	As	As
18	Dr. Tufail Jaleel	Asst Prof	AUC	As	As	As	As	As	As
19	Ms. Nazim Saba Qadri	Asst. prof	AUColPhy	As	As	As	As	As	As
20	Dr. Aliyeh Mahboob	Profess	AUCBM	As	As	As	As	As	As
21	Mohd. Ibrahimuddin	Asso prof	AUCBM	As	As	As	As	As	As

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Phone: 040 - 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

S.NO	NAME OF THE FACULTY	DESIGNATION	COLLEGE NAME	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
22	Ayesha Farhat Fathima	Asst. prof	Anwarul Uloom	AF	AF	AF	AF	AF	AF
23	Md. Nizam Uddin	Asso. Prof	AUCBM	Nizam	Nizam	Nizam	Nizam	Nizam	Nizam
24	Shahraz Sultana	Ass. Prof	AUCBM	Shahraz	Shahraz	Shahraz	Shahraz	Shahraz	Shahraz
25	Rahemunnisa	Assoc. prof	AUCBM	R	R	R	R	R	R
26	Rehman Shareef	Asst. prof	Anwarul Uloom	Rs	Rs	Rs	Rs	Rs	Rs
27	Asma Sultana	Asst. prof	AUCBM	S	S	S	S	S	S
28	Dr. Asseem Khan	Asso. prof	AUCBM	A	A	A	A	A	A
29	Shabana Fatima	Ass. Prof	AUCBM	Shabana	Shabana	Shabana	Shabana	Shabana	Shabana
30	Naziyah Tasheen	Asst. prof	AUCBM	Naziyah	Naziyah	Naziyah	Naziyah	Naziyah	Naziyah
31	Mohd. Farukh	Asst. prof	AUCBM	M	M	M	M	M	M
32	Sam Siddiqui	Asst. prof	Anwarul Uloom	S	S	S	S	S	S
33	Md. Aijaz Khan	Asso. Prof.	AUCBM	Aijaz	Aijaz	Aijaz	Aijaz	Aijaz	Aijaz
34	Rahman Khan	Asst. Prof	AUCBM	R	R	R	R	R	R
35	Rabi Bano	Asst. Prof	AUCP	R	R	R	R	R	R
36	Rahat Gul	Asst. Prof	AUCBM	R	R	R	R	R	R
37	Sam Siddiqui	Asst. Prof	AUCBM	S	S	S	S	S	S
38	Rahat Fatima	Asst. Prof	AUCBM	R	R	R	R	R	R
39	MUZAMMIL UDAN	Ass. Prof	AUCBM	Muzamil	Muzamil	Muzamil	Muzamil	Muzamil	Muzamil
40	SALMA BEGUM	Asst. Prof	AUCBM	S	S	S	S	S	S
41	Samia Fatima	Asst. Prof	AUCBM	S	S	S	S	S	S
42	SARWATH JAHAN	Asst. Prof	AUCBM	S	S	S	S	S	S
43	Shabana Sultana Hashmi	Asst. Prof	AUCBM	S	S	S	S	S	S
44	Samia Shams Sidiqi	Asst. Prof	AUCBM	S	S	S	S	S	S
45	Qaiser Sultana	Asst. Prof	AUCBM	Q	Q	Q	Q	Q	Q
46	Dr. Mohd. Ahmed R	Asso. prof	AUCBM	R	R	R	R	R	R
47	G. Nagesh	Asst. prof	Polytechnic	N	N	N	N	N	N
48	Morale pati	Asst. prof	MITS	M	M	M	M	M	M


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Phone: 040 - 23347296, 23340208 | Email: aucbm.hydr@gmail.com | Fax: 040 - 23342750

A ONE WEEK FACULTY DEVELOPMENT PROGRAM ON

TIME MANAGEMENT



REGISTRATION FORM

NAME: -----
 DESIGNATION: -----
 ORGANISATION: -----
 ADDRESS: -----
 MOBILE: -----
 EMAIL: -----

PLACE: _____
 DATE: _____

SIGN OF APPLICANT

IMPORTANT DATES:

DATES:	TOPICS
01.08.2022	PRIORITIZATION
02.08.2022	TIME TRACKING AND TIME BLOCKING
03.08.2022	DELEGATION & PROCRASTINATION
04.08.2022	DISTRACTION MANAGEMENT & GOAL SETTING
05.08.2022	TIME OPTIMIZATION A & TIME ESTIMATION
06.08.2022	SELFCARE

FREE REGISTRATION:

Academicians, Faculty & Research Scholars

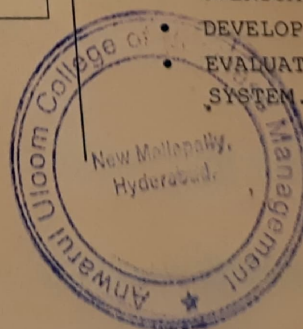
PRINCIPAL
 ANWARUL ULOOM COLLEGE
 OF BUSINESS MANAGEMENT
 New Mallepally, Hyderabad-T.S.

ABOUT COLLEGE: Anwarul Uloom College of Business Management has carved a niche for itself over a period of two decades. Our relentless effort in imparting quality education through participatory teaching methodologies and pedagogical tools helped in chiselling personality of students. Anwarul Uloom College of Business Management is not just an educational institution; it is a commitment, a commitment towards building a new generation of smart and capable individuals the custodians of the future. One of the best colleges in our country, Anwarul Uloom College of Business Management has wide reputation for its quality of learning and a holistic approach towards grooming the students.

ABOUT TIME MANAGEMENT: - Time management is the process of organizing and planning how much time is spent on various activities to maximize productivity and achieve goals. It involves prioritizing tasks, setting deadlines, and avoiding procrastination. Effective time management leads to less stress, increased efficiency, and greater success in both personal and professional endeavors.

FACULTY DEVELOPMENT PROGRAMME SUBTHEMES:

- UNDERSTANDING THE IMPORTANCE OF TIME MANAGEMENT
- THE BENEFITS OF EFFECTIVE TIME MANAGEMENT
- IDENTIFYING YOUR TIME WASTERS
- GOAL SETTING AND PRIORITIZATION
- CREATING A DAILY SCHEDULE AND TO-DO LIST
- TIME BLOCKING AND BATCH PROCESSING
- DELEGATING TASK AND SAYING NO
- OVERCOMING PROCRASTINATION AND DISTRACTIONS
- DEVELOPING PRODUCTIVE HABITS
- EVALUATING AND ADJUSTING YOUR TIME MANAGEMENT SYSTEM.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

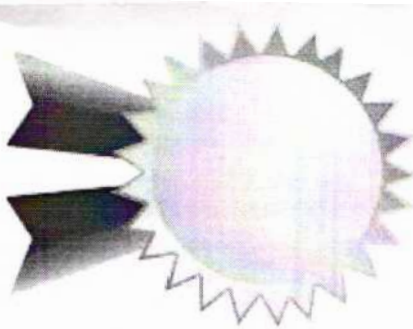
This is to certify that

Name _____

Designation _____

Institution _____

has actively participated in One week Faculty Development Program on “**TIME MANAGEMENT**” from 01/08/2022 to 06/08/2022 organized by IQAC, Anwarul Uloom College of Business Management.



Programme Co-ordinator

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad.

Dr. Osman Bin Salam
Principal





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

Date: _____

Date: 11-02-2023

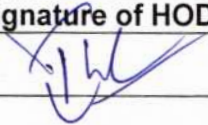
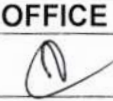
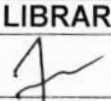
CIRCULAR

Anwarul Uloom college of Business Management is conducting One Week Faculty Development Programme on “**Barriers to poor Organized Communication**” on 20th February, 2023 to 25st February, 2023. All the Faculty members of the departments are requested to register and attend the programme.




PRINCIPAL
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.

Copy to:-

Signature of HOD	TPO	OFFICE	LIBRARY
			

**A REPORT ON ONE WEEK FACULTY DEVELOPMENT PROGRAMME
ON**

“BARRIERS TO POOR ORGANISED COMMUNICATION”

ORGANIZED BY

INTERNAL QUALITY ASSURANCE CELL (IQAC),

ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT, HYDERABAD

Date: 20th February, 2023 to 25th February, 2023.

Time: 11:00 AM to 1:00 PM

Resource Persons

DR.SRINIVAS REDDY - Ph.D(Business Management) - Professor -A.V College Email ID: srinivasreddy01@gmail.com Ph: +91-8143138980	Dr. MOHD AJAZ KHAN - Ph.D(Business Management) - Professor - Deccan College Email: ajazkhan@gmail.com Ph: 9030681903
--	--

Number of Participants: 55 (Issued Certificate to all the participants)


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.

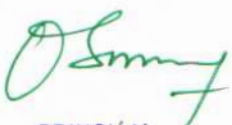


OBJECTIVES OF THE PROGRAM:

1. To identify common barriers that prevents effective communication within an organization, such as language barriers, cultural differences, technical jargon, and physical distance.
2. To raise awareness among employees about the importance of effective communication in achieving organizational goals and success.
3. To provide employees with the necessary skills and tools to overcome communication barriers and improve their communication abilities.
4. To improve employee engagement and motivation by creating a more open and collaborative work environment where communication is valued...
5. To enhance customer satisfaction by improving communication between employees and customers, this can lead to better customer service and increased customer loyalty.

TOPICS COVERED IN THE PROGRAM:

1. The importance of effective communication in the workplace
2. Identifying common communication barriers in organizations
3. Overcoming language barriers and cultural differences in communication
4. Improving listening and feedback skills
5. Addressing non-verbal communication barriers


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpet, Hyderabad.



6. Avoiding jargon and technical language that may be difficult for others to understand
7. Developing effective written communication skills
8. Identifying and resolving conflicts that arise due to communication barriers
9. Encouraging open communication and active listening

OUTCOME OF THE PROGRAM:

The Faculty Development Program on Time Management commenced with the Internal Quality Assurance Cell Coordinator & Vice-Principal Mr. Mohammed Ibrahim Uddin giving an introduction of the speaker Dr.P.K Dutta Professor Anwarul Uloom College of Business Management.

Increased clarity and understanding: By addressing communication barriers and promoting effective communication strategies, individuals and groups may be better able to understand and convey their messages. This can lead to more effective collaboration and decision-making.

Improved relationships: Clear communication can help build trust and foster positive relationships between individuals and groups. This can lead to increased cooperation and better outcomes in various contexts, such as in the workplace or in interpersonal relationships.

Reduced conflicts: Miscommunication and misunderstandings can often lead to conflicts and tension. By addressing communication barriers, a program may be able to reduce the likelihood of conflicts arising.


PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Enhanced productivity and efficiency: Effective communication can improve the speed and accuracy of task completion, which can result in increased productivity and efficiency.

Better health outcomes: In healthcare settings, poor communication can lead to medical errors and adverse health outcomes. By improving communication, healthcare providers can ensure that patients receive the care they need in a safe and effective manner.

Overall, a program aimed at breaking down barriers to poor organized communication could have a wide range of positive outcomes, depending on the specific strategies and interventions used.

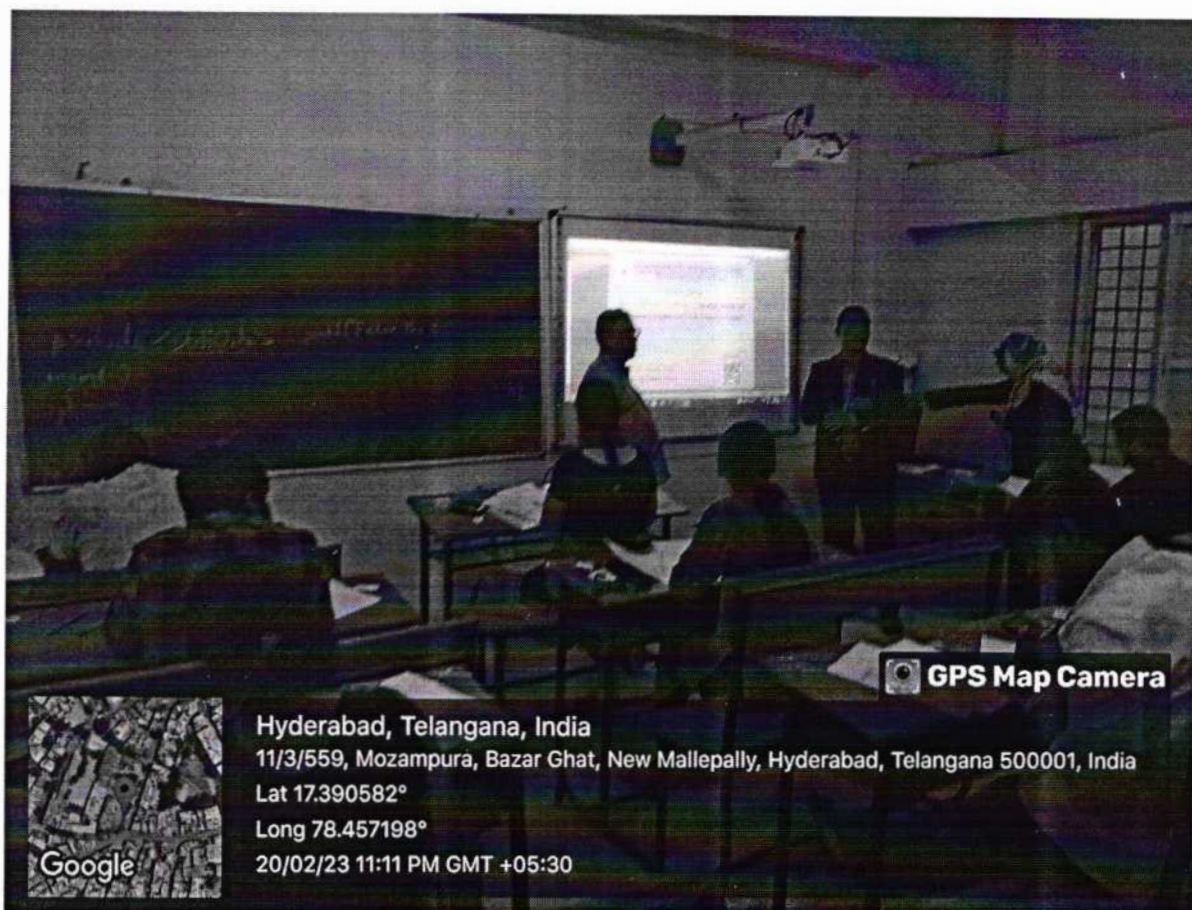


Programme Co-ordinator



PRINCIPAL
ANWARUL ULQOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.





Resource Person: DR.SRINIVAS REDDY, Dr. MOHD AJAZ KHAN

[Handwritten signature]

Programme Coordinator

[Handwritten signature]
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad.





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List of Participants

Name Of the Programme: A one week Faculty Development Program on
BARRIERS TO POOR ORGANISED COMMUNICATION.

Date: 20/02/ 2023 to 25/02/2023

S.NO	NAME OF THE FACULTY	DESIGNATION	COLLEGE NAME	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
1	Mohd Salauddin	Asst Prof	Anwar B.M	S-U	S-U	S-U	S-U	S-U	S-U
2	Mis Meenaz	Asst Prof	ABM	mg	mg	mg	mg	mg	mg
3	Mrs. Mohamed Saad	Asst Prof	AUC	mg	mg	mg	mg	mg	mg
4	Nahes Wahid Quaderi	Asst. prof	AUC	mg	mg	mg	mg	mg	mg
5	Mr Mohd Farooq	professor	AUCBM	mg	mg	mg	mg	mg	mg
6	Ms. Qasim Sultan	Asst prof	AUC	mg	mg	mg	mg	mg	mg
7	Rakshi Fatima	Asst prof	AUC	mg	mg	mg	mg	mg	mg
8	Bushra Husna	Asst. prof	ANWARUL	mg	mg	mg	mg	mg	mg
9	Nazeen Saba Quaderi	Asst. prof	AUC	mg	mg	mg	mg	mg	mg
10	Salma Begum	Asst prof	AUC	mg	mg	mg	mg	mg	mg
11	Mrs Saba Fatima	Asst. prof	AUCBM	mg	mg	mg	mg	mg	mg
12	Rabia - Bawa	Asst. Prof	AUC	mg	mg	mg	mg	mg	mg
13	Saira Siddiqua	Asst. prof	AUC	mg	mg	mg	mg	mg	mg
14	Arshiya Arif	Asst Prof	AUCBM	mg	mg	mg	mg	mg	mg
15	Mr NA Hyder Khan	Asst Prof	AUCBM	mg	mg	mg	mg	mg	mg
16	Abiza - Farheen	Asst. prof	AUC	mg	mg	mg	mg	mg	mg
17	Rafath Sultan	Asst prof	AUC	mg	mg	mg	mg	mg	mg
18	Sameena Begum	Asst. Prof	AUC	mg	mg	mg	mg	mg	mg
19	Mohammed Saheed	Asst Prof	AUCBM	mg	mg	mg	mg	mg	mg
20	Mrs. Zarin Fatima	Asst Prof	AUCBM	mg	mg	mg	mg	mg	mg
21	Mohammad Saleem Parke	Asst. Prof	AUCBM	mg	mg	mg	mg	mg	mg

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad



Phone: 040 - 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A MUSLIM MINORITY INSTITUTION)

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

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

List of Participants

Name of the Programme: A one week Faculty Development Program on Time Management.

Date: 01/08/2022 to 06/08/2022

S.NO	NAME OF THE FACULTY	DESIGNATION	COLLEGE NAME	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
22	Kulsh Naga	Assistant Prof	AUCBM	Pr	Pr	Pr	Pr	Pr	Pr
23	Sameera Fatma	Asst Prof	AUCBM	Pr	Pr	Pr	Pr	Pr	Pr
24	Sara Farhath	Assistant Prof	AUCP	San	San	San	San	San	San
25	Sarvath Jahan	Assistant Prof	AUCP	San	San	San	San	San	San
26	Shahana Sultana	Asst. Prof	AUCBM	Se	Se	Se	Se	Se	Se
27	B. Sujitha	Asst Professor	AUCP	Si	Si	Si	Si	Si	Si
28	Sumaiyya Firdous	Asst Professor	Naulsh	Sim	Sim	Sim	Sim	Sim	Sim
29	Tahere Abid	Assistant Prof	AUCBM	Tl	Tl	Tl	Tl	Tl	Tl
30	L. Ayid Tabassum	Asst Prof	AUCBM	Lo	Lo	Lo	Lo	Lo	Lo
31	Leasina Begum	Assistant Prof	Naulsh	Lo	Lo	Lo	Lo	Lo	Lo
32	Humam Fatma	Asst Prof	AUCP	Lo	Lo	Lo	Lo	Lo	Lo
33	Syeda Sameera	Asst Professor	AUCP	Lo	Lo	Lo	Lo	Lo	Lo
34	Shariguna Firdous	Asst. Prof	AUCP	Lo	Lo	Lo	Lo	Lo	Lo
35	Shobana Sultana Hashmi	Assistant Prof	AUCP	Shob	Shob	Shob	Shob	Shob	Shob
36	Sana Shirmaila Sillig	Assistant Prof	AUCP	San	San	San	San	San	San
37	Kausar Jabeen	Asst prof	AUCBM	San	San	San	San	San	San
38	Sameera Ahmed	Assistant Prof	AUCP	San	San	San	San	San	San
39	Syed Faeen Umair	Asst Prof	AUCP	San	San	San	San	San	San
40	Mubeen Sultan	Asst prof	St Joseph	Mo	Mo	Mo	Mo	Mo	Mo
41	Sadanandan . N.	Leasina	Apoorn	San	San	San	San	San	San
42	Nazia Khatoun	Assistant Prof	Decensh	Naz	Naz	Naz	Naz	Naz	Naz

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT

Phone: 040 - 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750



Phone: 040 – 23347296, 23340208 | Email: aucbm.hyd@gmail.com | Fax: 040 - 23342750

A ONE WEEK FACULTY DEVELOPMENT PROGRAM ON BARRIERS TO POOR ORGANISED COMMUNICATION



REGISTRATION FORM

NAME: _____
DESIGNATION: _____
ORGANISATION: _____
ADDRESS: _____
MOBILE: _____
EMAIL: _____

PLACE:
DATE:

SIGN OF APPLICANT

IMPORTANT DATES:

DATES:	TOPICS
20.02.2023	IMPORTANCE OF EFFECTIVE COMMUNICATION
21.02.2023	IDENTIFYING COMMON COMMUNICATION BARRIERS
22.02.2023	OVERCOMING LANGUAGE BARRIERS
23.02.2023	IMPROVING LISTENING AND FEEDBACK SKILLS
24.02.2023	DEVELOPING WRITTEN COMMUNICATION SKILLS
25.02.2023	IDENTIFYING AND RESOLVING COMMUNICATION BARRIERS

FREE REGISTRATION:

Academicians, Faculty & Research Scholars

ABOUT COLLEGE:

Anwarul Uloom College of Business Management has carved a niche for itself over a period of two decades. Our relentless effort in imparting quality education through participatory teaching methodologies and pedagogical tools helped in chiselling personality of students. Anwarul Uloom College of Business Management is not just an educational institution; it is a commitment, a commitment towards building a new generation of smart and capable individuals the custodians of the future. One of the best colleges in our country, Anwarul Uloom College of Business Management has wide reputation for its quality of learning and a holistic approach towards grooming the students.

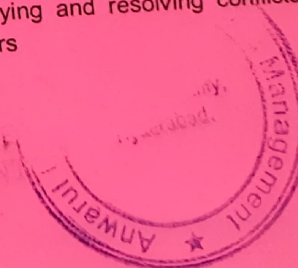
ABOUT BARRIERS TO POOR ORGANISED COMMUNICATION: -

Barriers to effective communication can be defined as any factors or situations that hinder the transmission or reception of a message, resulting in a breakdown in communication or a miscommunication between the sender and the receiver. These barriers can be physical, psychological, linguistic, cultural, or technological. By identifying and addressing these barriers, individuals and organizations can improve their communication skills and create a more productive and efficient communication environment.

FACULTY DEVELOPMENT PROGRAMME SUBTHEMES:

1. The importance of effective communication in the workplace
2. Identifying common communication barriers in organizations
3. Overcoming language barriers and cultural differences in communication
4. Improving listening and feedback skills
5. Addressing non-verbal communication barriers
6. Avoiding jargon and technical language that may be difficult for others to understand
7. Developing effective written communication skills
8. Identifying and resolving conflicts that arise communication barriers

ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malapally, Hyderabad-500 082





ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)
11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

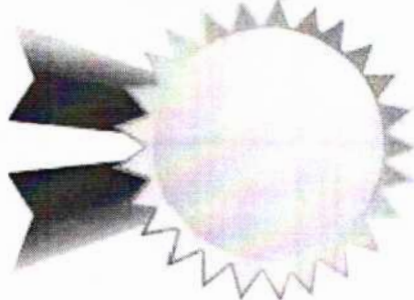
This is to certify that

Name Rahil Naez

Designation Asst Prof

Institution AVC BM

has actively participated in One week Faculty Development Program on “**BARRIERS TO POOR ORGANISED COMMUNICATION**” from 20/02/2023 to 25/02/2023 organized by IQAC, Anwarul Uloom College of Business Management.



Programme Co-ordinator

ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally Hyderabad



Dr. Osman Bin Salam
Principal



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

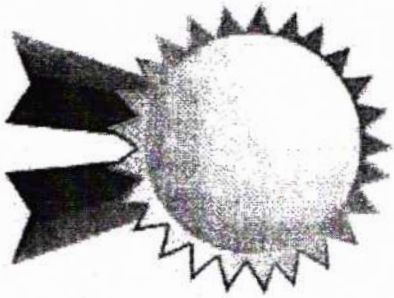
This is to certify that

Name Ms Tahera Abid

Designation Asst Professor

Institution Nawab Shah Ahlam Khan College of Engineering & Technology

has actively participated in One week Faculty Development Program on "BARRIERS TO POOR ORGANISED COMMUNICATION" from 20/02/2023 to 25/02/2023 organized by IQAC, Anwarul Uloom College of Business Management.



Programme co-ordinator

K
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad



Dr. Osman Bin Salam
Principal



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)
11-3-918, New Malleshpally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

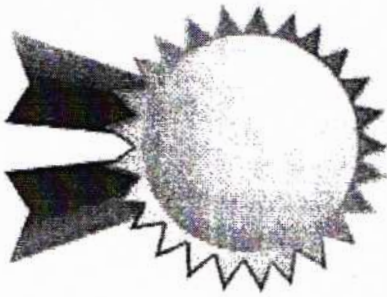
This is to certify that

Name Ms Syeda Samena

Designation Asst Professor

Institution Anwarul Uloom College of Pharmacy

has actively participated in One week Faculty Development Program on "BARRIERS TO
POOR ORGANISED COMMUNICATION" from 20/02/2023 to 25/02/2023 organized by
IQAC, Anwarul Uloom College of Business Management



Programme co-ordinator

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Malleshpally, Hyderabad.



Dr. Osman Bin Salam
Principal



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Mr Mohd Farooq Ali

Designation Asso Professor

Institution Anwarul Uloom College of Business Management

has actively participated in One week Faculty Development Program on “**BARRIERS TO POOR ORGANISED COMMUNICATION**” from 20/02/2023 to 25/02/2023 organized by IQAC, Anwarul Uloom College of Business Management.

[Signature]
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad-TS.



[Signature]
Dr. Osman Bin Salam
Principal

[Signature]
Programme co-ordinator



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Mr Mohd Wasif Ahmed

Designation Asso Professor

Institution Anwarul Uloom College of Business Management

has actively participated in One week Faculty Development Program on "BARRIERS TO POOR ORGANISED COMMUNICATION" from 20/02/2023 to 25/02/2023 organized by IQAC, Anwarul Uloom College of Business Management.

Programme co-ordinator

Osman
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad-T.S.



Osman
Dr. Osman Bin Salam
Principal



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Mrs. Nirmala Patel

Designation Asst Professor

Institution MITS Institute of Professional Studies

has actively participated in One week Faculty Development Program on "TIME MANAGEMENT" from 01/08/2022 to 06/08/2022 organized by IQAC, Anwarul Uloom College of Business Management.

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad.



Dr. Osman Bin Salam

Dr. Osman Bin Salam
Principal

Programme co-ordinator



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Mrs. G. Nareesh

Designation Asst Professor

Institution Paiga Degree College

has actively participated in One week Faculty Development Program on "TIME MANAGEMENT" from 01/08/2022 to 06/08/2022 organized by IQAC, Anwarul Uloom College of Business Management.

PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad.



Dr. Osman Bin Salam

Dr. Osman Bin Salam
Principal

Programme co-ordinator



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)

11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Ms Saah Farhath

Designation Asst Professor

Institution Anwarul Uloom College of Pharmacy

has actively participated in One week Faculty Development Program on "TIME MANAGEMENT" from 01/08/2022 to 06/08/2022 organized by IQAC, Anwarul Uloom College of Business Management.

Signature
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad-T.S.

Programme co-ordinator



Signature
Dr. Osman Bin Salam
Principal



ANWARUL ULOOM COLLEGE OF BUSINESS MANAGEMENT

(A Muslim Minority Institution)

(Approved by AICTE | Permitted by Govt. of TS | Affiliated to Osmania University)
11-3-918, New Mallepally, Hyderabad - 500001, Telangana, India.

Certificate of Participation

This is to certify that

Name Ms Sarath Jahan

Designation Asst Professor

Institution Anwarul Uloom College of Pharmacy

has actively participated in One week Faculty Development Program on "TIME MANAGEMENT" from 01/08/2022 to 06/08/2022 organized by IQAC, Anwarul Uloom College of Business Management.

[Signature]
PRINCIPAL
ANWARUL ULOOM COLLEGE
OF BUSINESS MANAGEMENT
New Mallepally, Hyderabad-15.



[Signature]
Dr. Osman Bin Salam
Principal

Programme co-ordinator