

# REPORT

On

## COMPUTER NETWORKING SKILLS PROGRAM

20<sup>th</sup> February 2020

QIS College of Engineering and Technology has organized one day Computer Networking Skills program for UG students

The Computer Networking Skills program received an awesome response with more than 150 participants registered. There are 140 students attended from our college. There are two resource persons 1. Dr. K. Ramesh, 2. Mr. Durga Prasad and 3. Mr.Srinivas for conduction of CNS programme.

### Session Details

CNS was inaugurated by Mrs. T.Sunitha, Associate Professor CSE Department, QIS College of Engineering and Technology.

Mrs. T.Sunitha has welcomed all the dignitaries and delegates. In his welcome speech, he highlighted the importance and objectives of organizing this Computer Networking Skills program. Mr.P.Sreedhar, Associate Professor/ECE introduced the guest speakers Dr. K Ramesh, Associate Professor at NIT, Warangal, Mr. DurgaPrasad and Mr.Srinivas, System administrator, QIS Institutions, Ongole.

On the forenoon session, Dr. K Ramesh explained to evaluate the performance of the network. He deliberated more on Design of protocols for various functions in the network. He further provide ideas to analyze and design data link, routing and transport algorithms. The feedback from our students are overwhelming and had an adequate interactions on internet-based businesses.

On the afternoon session, Mr. DurgaPrasad and Mr.Srinivas both practically clarified our students to troubleshoot PCs based on the common problems. Also discussed the security support provided by Windows built-in firewall and regarding usability of cloud storages. At the end, the session was concluded with a vote of thanks given by Dr.S. Suresh Kumar, EDC Coordinator.



## **Program Outcomes**

Students understood computer network organization and implementation, obtaining a theoretical understanding of data communication and computer networks, and gaining practical experience in installation, monitoring, and troubleshooting of current LAN systems.

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**Statement of Expenditure of Entrepreneurship, Skill and Innovation Activities Expenses for AY 2019-2020.**

S.No	Name of the event	Date	Estimated Budget (Rs.)	Actual Expenditure (Rs.)
1	Business Plan preparation	14-08-2019	39,500	35,895
2	Creating successful financial plan	11-10-2019	45,250	45,750
3	Developing entrepreneurial mind-sets	09-02-2020	39,500	36,835
4	Business Communication Skills	20-04-2019	56,750	54,237
5	E-marketing	12-07-2019	51,000	50,769
6	Marketing Techniques and Market Survey	19-09-2019	45,250	44,750
7	Financial Assistance for SME (Small and Medium enterprises)	22-11-2019	39,500	37,161
8	Computer Networking Skills	20-02-2020	45,250	46,742
9	How to become an entrepreneur	11-07-2019	45,250	44,638
10	Waste Management skills Program	17-10-2019	39,500	38,892
11	Cost Analysis of a startup Company	05-12-2019	45,250	44,882
12	Start-up Boot camp pre-launch talk sessions	25-01-2020	51,000	50,545
13	Orientation program on sunrise start-ups	11-02-2020	45,250	44,697
14	Role of Small scale sectors in India	24-07-2019	39,500	36,427
15	Women Entrepreneurship Development	18-09-2019	39,500	38,136
16	UI and UX Training	20-11-2019	39,500	41,513
17	Start-up Ideas	04-06-2019	39,500	35,555
18	Funding Agencies available for Startups	28-11-2019	39,500	37,245
19	Planning the Next Product	27-01-2020	45,250	45,159
20	Brainstorming the Next Business	20-02-2020	51,000	51,659
21	Workshop on Business and Wealth Management	13-05-2019	39,500	38,183
22	Traits all successful Start-up Entrepreneurs	15-07-2019	39,500	38,075
23	Basic Economics for Entrepreneurs	19-08-2019	45,250	45,740
24	Strategizing the Next Marketing Move	23-09-2019	39,500	37,395
25	Ideas of Entrepreneur activities in the college	14-10-2019	45,250	44,634
26	Android App Development	16-12-2019	51,000	51,872
27	Digital Marketing for New Business Promotions	20-01-2020	45,250	45,540



  
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28	Creating awareness regarding Entrepreneurship among the students	18-07-2019	51,000	50,489
29	Digital Marketing	25-08-2019	45,250	46,117
30	Marketing Channel System	29-09-2019	39,500	37,659
31	Entrepreneurship Challenges and Opportunities	11-02-2020	39,500	37,220
32	Challenges and Opportunities for Entrepreneurs	12-04-2019	39,500	38,429
33	Digital Economy: Challenges and Opportunities	14-12-2019	39,500	37,776
34	Skill Development and Entrepreneurship Development	14-03-2020	39,500	36,685
35	Skill Development Program	09-09-2019	39,500	38,950
36	A Journey of an Entrepreneur	24-09-2019	39,500	41,061
37	Session on Design Validation of Cyber Security Protocols	22-10-2019	39,500	37,302
38	What / Why Start-up?	09-11-2019	39,500	41,679
39	AICTE Guidelines on promoting Gender Equality in Institutions to motivate girl students	22-12-2019	39,500	37,795
<b>Total</b>			<b>16,78,500</b>	<b>16,44,088</b>

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MEMBER IN CHARGE & ASSOC. \*  
ENTRANTS

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1. Business Plan preparation – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	17,000
2	Traveling and Accommodation	7,000
3	Food and Refreshments (Rs.50)	5,000
4	Stationery – Pen, Notepad (Rs.15)	1,500
5	Administration Expenses - Printout and Certificates	2,395
6	Miscellaneous & Contingencies	3,000
<b>Total</b>		<b>35,895</b>

. Creating successful financial plan – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	20,000
2	Traveling and Accommodation	8250
3	Food and Refreshments (Rs.50)	7,500
4	Stationery – Pen, Notepad (Rs.15)	2,253
5	Administration Expenses - Printout and Certificates	4790
6	Miscellaneous & Contingencies	2957
<b>Total</b>		<b>45,750</b>

3. Developing entrepreneurial mind-sets – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	15,000
2	Traveling and Accommodation	9,000
3	Food and Refreshments (Rs.50)	4925
4	Stationery – Pen, Notepad (Rs.15)	1,575
5	Administration Expenses - Printout and Certificates	3,465
6	Miscellaneous & Contingencies	2,870
<b>Total</b>		<b>36,835</b>

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4. Business Communication Skills– E.B – Rs. 56,750		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One Resource person form industry and One from Academia	20,000
2	Traveling and Accommodation	9950
3	Food and Refreshments (Rs.50)	11925
4	Stationery – Pen, Notepad (Rs.15)	4250
5	Administration Expenses - Printout and Certificates	3754
6	Miscellaneous & Contingencies	4358
<b>Total</b>		<b>54,237</b>

5. E-marketing – E.B – Rs. 51,000		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	17,000
2	Traveling and Accommodation	8,355
3	Food and Refreshments (Rs.60)	11775
4	Stationery – Pen, Notepad (Rs.20)	4297
5	Administration Expenses - Printout and Certificates	4,765
6	Miscellaneous & Contingencies	4577
<b>Total</b>		<b>50,769</b>

6. Marketing Techniques and Market Survey – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	17,000
2	Traveling and Accommodation	10,000
3	Food and Refreshments (Rs.50)	7,450
4	Stationery – Pen, Notepad (Rs.15)	2,250
5	Administration Expenses - Printout and Certificates	4950
6	Miscellaneous & Contingencies	3100
<b>Total</b>		<b>44,750</b>



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7. Financial Assistance for SME (Small and Medium enterprises) – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person from industry and one person from Academia	15,000
2	Traveling and Accommodation	9,000
3	Food and Refreshments (Rs.50)	4925
4	Stationery – Pen, Notepad (Rs.20)	1855
5	Administration Expenses - Printout and Certificates	3,738
6	Miscellaneous & Contingencies	2,643
<b>Total</b>		<b>37,161</b>

8. Computer Networking Skills – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (3 Persons) Three person from Academia	17,000
2	Traveling and Accommodation	10,000
3	Food and Refreshments (Rs.50)	7,225
4	Stationery – Pen, Notepad (Rs.15)	2,224
5	Administration Expenses – Printout, Certificates, old computers rent payment to System Admin resource department	7,456
6	Miscellaneous & Contingencies	2837
<b>Total</b>		<b>46,742</b>

9. How to become an entrepreneur – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person from industry and one person from Academia	17,000
2	Traveling and Accommodation	10,000
3	Food and Refreshments (Rs.50)	7,500
4	Stationery – Pen, Notepad (Rs.15)	2,250
5	Administration Expenses - Printout and Certificates	4,888
6	Miscellaneous & Contingencies	3,000
<b>Total</b>		<b>44,638</b>



  
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<b>10. Waste Management skills Program – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) One person form industry and one person from Academia	14,000
2	Traveling and Accommodation, Industry Visit	12,550
3	Food and Refreshments (Rs.50)	5,235
4	Stationery – Pen, Notepad (Rs.20)	2,116
5	Administration Expenses - Printout and Certificates	3,549
6	Miscellaneous & Contingencies	2,442
<b>Total</b>		<b>38,892</b>

<b>11. Cost Analysis of a startup Company – E.B – Rs.45,250</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) Two persons form Academia	17,000
2	Traveling and Accommodation	10,000
3	Food and Refreshments (Rs.50)	7,528
4	Stationery – Pen, Notepad (Rs.15)	2,250
5	Administration Expenses - Printout and Certificates	5,152
6	Miscellaneous & Contingencies	2,952
<b>Total</b>		<b>44,882</b>

<b>12. Start-up Boot camp pre-launch talk sessions – E.B – Rs. 51,000</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) Two persons Industry	17,000
2	Traveling and Accommodation	7,450
3	Food and Refreshments (Rs.60)	11925
4	Stationery – Pen, Notepad (Rs.20)	4,107
5	Administration Expenses - Printout and Certificates	5,334
6	Miscellaneous & Contingencies	4729
<b>Total</b>		<b>50,545</b>



  
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**13. Orientation program on sunrise start-ups– E.B – Rs.45,250**

S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Resource persons form Academia	20,000
2	Traveling and Accommodation	7,250
3	Food and Refreshments (Rs.50)	7,328
4	Stationery – Pen, Notepad (Rs.15)	2,250
5	Administration Expenses - Printout and Certificates	4,945
6	Miscellaneous & Contingencies	2924
<b>Total</b>		<b>44,697</b>

**14. Role of Small scale sectors in India – E.B – Rs.39,500**

S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2Persons) persons from Academia	Two 17,000
2	Traveling and Accommodation	6925
3	Food and Refreshments (Rs.50)	4921
4	Stationery – Pen, Notepad (Rs.15)	1,525
5	Administration Expenses - Printout and Certificates	3,107
6	Miscellaneous & Contingencies	2949
<b>Total</b>		<b>36,427</b>

**15. Women Entrepreneurship Development – E.B – Rs.39,500**

S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Two persons form Academia	15,000
2	Traveling and Accommodation	8762
3	Food and Refreshments (Rs.50)	4783
4	Stationery – Pen, Notepad (Rs.20)	2,115
5	Administration Expenses - Printout and Certificates	3,678
6	Miscellaneous & Contingencies	3,798
<b>Total</b>		<b>38,136</b>



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16. UI and UX Training – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) One person form industry and one person from Academia	20,000
2	Traveling and Accommodation	7635
3	Food and Refreshments (Rs.50)	5,238
4	Stationery – Pen, Notepad (Rs.20)	2,214
5	Administration Expenses - Printout and Certificates	3,439
6	Miscellaneous & Contingencies	2987
<b>Total</b>		<b>41,513</b>

17. Start-up Ideas – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration(2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	6785
3	Food and Refreshments (Rs.50)	4356
4	Stationery – Pen, Notepad (Rs.15)	1,525
5	Administration Expenses - Printout and Certificates	2,992
6	Miscellaneous & Contingencies	2897
<b>Total</b>		<b>35,555</b>

18. Funding Agencies available for Startups – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2 Persons) Two persons form Academia	15,000
2	Traveling and Accommodation	8454
3	Food and Refreshments (Rs.50)	4875
4	Stationery – Pen, Notepad (Rs.20)	2254
5	Administration Expenses - Printout and Certificates	3,546
6	Miscellaneous & Contingencies	3116
<b>Total</b>		<b>37,245</b>



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19. Planning the Next Product – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) person form industry and one person from Academia	17,000
2	Traveling and Accommodation	9985
3	Food and Refreshments (Rs.50)	7845
4	Stationery – Pen, Notepad (Rs.15)	2,237
5	Administration Expenses - Printout and Certificates	4988
6	Miscellaneous & Contingencies	3104
<b>Total</b>		<b>45159</b>

20. Brainstorming the Next Business – E.B – Rs. 51,000		
S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	8775
3	Food and Refreshments (Rs.60)	12115
4	Stationery – Pen, Notepad (Rs.20)	3986
5	Administration Expenses - Printout and Certificates	4897
6	Miscellaneous & Contingencies	4,886
<b>Total</b>		<b>51659</b>

21. Workshop on Business and Wealth Management E.B Rs.39,500		
S. No	Type of Expenses	Total (Rs)
1	Remuneration ( 2 Persons) One person form industry and one person from Academia	15,000
2	Traveling and Accommodation	9550
3	Food and Refreshments (Rs.50)	4525
4	Stationery – Pen, Notepad (Rs.20)	1855
5	Administration Expenses - Printout and Certificates	4258
6	Miscellaneous & Contingencies	2995
<b>Total</b>		<b>38,183</b>



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<b>22. Traits all successful Start-up Entrepreneurs – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) One person form industry and one person from Academia	15,000
2	Traveling and Accommodation	9355
3	Food and Refreshments (Rs.50)	4956
4	Stationery – Pen, Notepad (Rs.20)	2153
5	Administration Expenses - Printout and Certificates	3457
6	Miscellaneous & Contingencies	3154
<b>Total</b>		<b>38075</b>

<b>23. Basic Economics for Entrepreneurs – E.B – Rs.45,250</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration ( 2Persons) Two persons from Academia	17,000
2	Traveling and Accommodation	10,550
3	Food and Refreshments (Rs.50)	7,355
4	Stationery – Pen, Notepad (Rs.20)	2944
5	Administration Expenses - Printout and Certificates	4897
6	Miscellaneous & Contingencies	2994
<b>Total</b>		<b>45,740</b>

<b>24. Strategizing the Next Marketing Move – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	7250
3	Food and Refreshments (Rs.50)	4950
4	Stationery – Pen, Notepad (Rs.20)	2115
5	Administration Expenses - Printout and Certificates	2945
6	Miscellaneous & Contingencies	3135
<b>Total</b>		<b>37395</b>



  
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25. Ideas of Entrepreneur activities in the college – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Resource persons form Academia	20,000
2	Traveling and Accommodation	7125
3	Food and Refreshments (Rs.50)	7,545
4	Stationery – Pen, Notepad (Rs.15)	2,254
5	Administration Expenses - Printout and Certificates	4756
6	Miscellaneous & Contingencies	2954
<b>Total</b>		<b>44634</b>

26. Android App Development – E.B – Rs. 51,000		
S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	9,190
3	Food and Refreshments (Rs.60)	11985
4	Stationery – Pen, Notepad (Rs.20)	4,255
5	Administration Expenses - Printout and Certificates	4897
6	Miscellaneous & Contingencies	4545
<b>Total</b>		<b>51872</b>

27. Digital Marketing for New Business Promotions – E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2Persons) Two persons form industry	17,000
2	Traveling and Accommodation	10550
3	Food and Refreshments (Rs.50)	7575
4	Stationery – Pen, Notepad (Rs.20)	2555
5	Administration Expenses - Printout and Certificates	4875
6	Miscellaneous & Contingencies	2985
<b>Total</b>		<b>45,540</b>



  
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28. Creating awareness regarding Entrepreneurship among the students – E.B – Rs. 51,000		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	7450
3	Food and Refreshments (Rs.60)	11550
4	Stationery – Pen, Notepad (Rs.20)	4754
5	Administration Expenses - Printout and Certificates	4757
6	Miscellaneous & Contingencies	4978
<b>Total</b>		<b>50,489</b>

29. Digital Marketing E.B – Rs.45,250		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	10,250
3	Food and Refreshments (Rs.50)	7,325
4	Stationery – Pen, Notepad (Rs.20)	3550
5	Administration Expenses - Printout and Certificates	4875
6	Miscellaneous & Contingencies	3117
<b>Total</b>		<b>46117</b>

30. Marketing Channel System – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2Pesrons) Two persons form industry	17,000
2	Traveling and Accommodation	7445
3	Food and Refreshments (Rs.50)	4850
4	Stationery – Pen, Notepad (Rs.20)	2154
5	Administration Expenses - Printout and Certificates	3,055
6	Miscellaneous & Contingencies	3,155
<b>Total</b>		<b>37,659</b>



  
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<b>31. Entrepreneurship Challenges and Opportunities – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration ( 2Persons) Two persons form industry	17,000
2	Traveling and Accommodation	7,158
3	Food and Refreshments (Rs.50)	4854
4	Stationery – Pen, Notepad (Rs.15)	1,525
5	Administration Expenses - Printout and Certificates	3,154
6	Miscellaneous & Contingencies	3,529
<b>Total</b>		<b>37220</b>

<b>32. Challenges and Opportunities for Entrepreneurs – E.B – Rs.39,500</b>		
<b>S. No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration ( 2 Persons) Two persons form industry	15,000
2	Traveling and Accommodation	9555
3	Food and Refreshments (Rs.50)	4945
4	Stationery – Pen, Notepad (Rs.20)	2125
5	Administration Expenses - Printout and Certificates	3950
6	Miscellaneous & Contingencies	2854
<b>Total</b>		<b>38,429</b>

<b>33. Digital Economy: Challenges and Opportunities – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) Two persons form industry	15,000
2	Traveling and Accommodation	9,125
3	Food and Refreshments (Rs.50)	4750
4	Stationery – Pen, Notepad (Rs.20)	2156
5	Administration Expenses - Printout and Certificates	3587
6	Miscellaneous & Contingencies	3158
<b>Total</b>		<b>37,776</b>



  
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<b>34. Skill Development and Entrepreneurship Development – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	6950
3	Food and Refreshments (Rs.50)	4955
4	Stationery – Pen, Notepad (Rs.15)	1,535
5	Administration Expenses - Printout and Certificates	3,118
6	Miscellaneous & Contingencies	3,127
<b>Total</b>		<b>36,685</b>

<b>35. Skill Development Program – E.B – Rs.39,500</b>		
<b>S. No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration ( 2 Persons) Two persons form industry	15,000
2	Traveling and Accommodation	9,350
3	Food and Refreshments (Rs.50)	4875
4	Stationery – Pen, Notepad (Rs.20)	2,128
5	Administration Expenses - Printout and Certificates	4,339
6	Miscellaneous & Contingencies	3,258
<b>Total</b>		<b>38,950</b>

<b>36. A Journey of an Entrepreneur – E.B – Rs.39,500</b>		
<b>S.No</b>	<b>Type of Expenses</b>	<b>Total (Rs)</b>
1	Remuneration (2 Persons) two persons from Industry	20,000
2	Traveling and Accommodation	7450
3	Food and Refreshments (Rs.50)	4350
4	Stationery – Pen, Notepad (Rs.20)	2,259
5	Administration Expenses - Printout and Certificates	3,454
6	Miscellaneous & Contingencies	3548
<b>Total</b>		<b>41,061</b>



*[Signature]*  
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37. Session on Design Validation of Cyber Security Protocols – E.B Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Two persons form industry	17,000
2	Traveling and Accommodation	7,150
3	Food and Refreshments (Rs.50)	4585
4	Stationery – Pen, Notepad (Rs.15)	1,535
5	Administration Expenses - Printout and Certificates	3974
6	Miscellaneous & Contingencies	3,058
<b>Total</b>		<b>37302</b>

38. What / Why Start-up? – E.B – Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration ( 2Persons) two persons from Industry	20,000
2	Traveling and Accommodation, Industry Visit	8150
3	Food and Refreshments (Rs.50)	4750
4	Stationery – Pen, Notepad (Rs.20)	2,250
5	Administration Expenses - Printout and Certificates	3,575
6	Miscellaneous & Contingencies	2954
<b>Total</b>		<b>41,679</b>

39. AICTE Guidelines on promoting Gender Equality in Institutions to motivate girl students -EB- Rs.39,500		
S.No	Type of Expenses	Total (Rs)
1	Remuneration (2 Persons) Two persons from Academia	17,000
2	Traveling and Accommodation	7,550
3	Food and Refreshments (Rs.50)	4650
4	Stationery – Pen, Notepad (Rs.15)	1,579
5	Administration Expenses - Printout and Certificates	3,759
6	Miscellaneous & Contingencies	3,257
<b>Total</b>		<b>37795</b>



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