DAILY ASSESSMENT FORMAT

Date:	20/05/2020	Name:	Abhishek
Course:	Career Edge - Knockdown the Lockdown	USN:	4al17ec001
Topic:	1] Ace Corporate Interviews 2] Learn Corporate Etiquette 3] Write Effective Emails	Semester & Section:	6 th 'A'
Github Repository:	Abhishek-online-courses		



Report

Ace Corporate Interviews:

- Interview is a widely used process of screening applicants for jobs.
- Interview includes 4 P's Prepare, Practice, Present and Participate.
- Do's and Don'ts for an interview.
- Use SMART approach Specific, Measurable, Attainable, Relevant and Timely.

Learn Corporate Etiquette:

- Business etiquette All rules that one has to follow when in a business environment.
- During presentation or a meeting, do listen to the speaker carefully.
- Do's and Don'ts in internet etiquette.

Write Effective Emails:

- Email is the information sent electronically between two or more people over network.
- The various sections in formal email are Address field, Subject, Salutation, Body, Complimentary close and Signature.
- Ensure correct use of grammer and spellings.
- Do's and Don'ts of email etiquette.

Date: 20/05/2020 Name: Abhishek

Course: The Python Mega Course: Build USN: 4al17ec001

10 Real World Applications

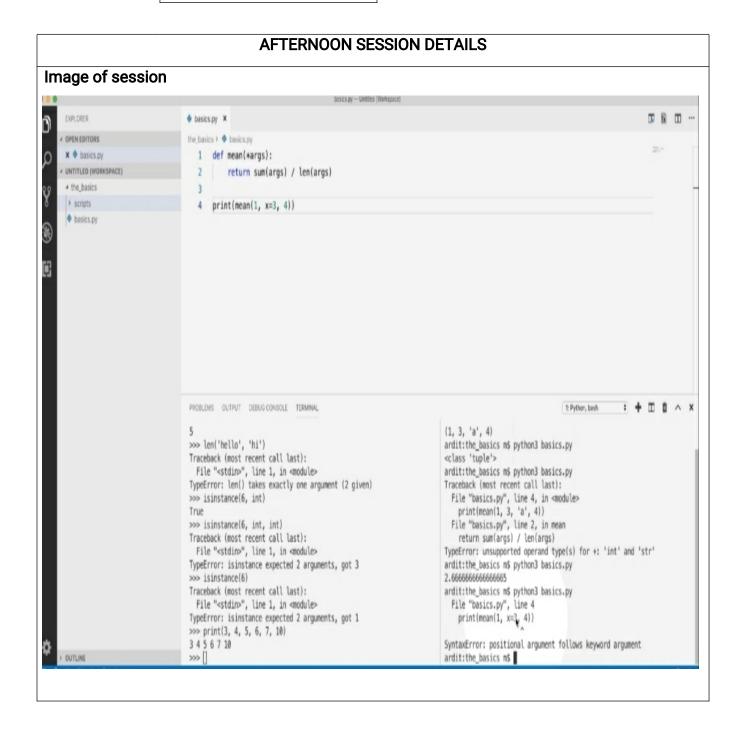
Topic: 1] List Comprehensions Semester & 6th 'A'

2] More on Functions

3] File Processing

4] Imported Modules

Section:



Report							
List Comprehensions							
Usage of a list comprehension with if and if else Conditionals							
Using for loop and if-else condition in a single line.							
More on Functions							
Usage of functions with multiple arguments and parameters.							
File Processing							
To read an existing file with Python using open () function and read () method.							
To create a new file with Python and write some text on it using write () method.							
To append text to an existing file without overwriting it using write () and "a" method.							
Imported Modules							
Usage of python built-in modules.							