**DAILY ASSESSMENT FORMAT**

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| **Date:** | **21-05-2020** | **Name:** | **Bhavith** |
| **Course:** | **TCS ION** | **USN:** | **4AL17EC009** |
| **Topic:** | **Corporate Telephone etiquette,Gain Accounting Fundamentals,Gain Fundamental skills in IT** | **Semester & Section:** | **6th,A** |
| **Github Repository:** | **Bhavith-Online-Courses** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session**  **PSX_20200520_181532** |
| **Report – Report can be typed or hand written for up to two pages.**  **Corporate Telephone etiquette:**   * **Proper phone etiquette is important to your company because it's usually the first contact point for a customer and represents how your business will treat them in other conversations.** * **Make sure to leave a great, lasting impression on every customer who calls your business.** * **If correct telephone etiquettes are displayed over the call then it becomes a positive moment of truth and it is most likely that the customer will be engaged with your organization for further discussions.**   **Gain Accounting Fundamentals:**   * **There are five major parts to the accounting process and they include: recording, interpreting, classifying, analyzing, and reporting financial information.** * **Bookkeeping is the first, foundational part of the accounting process — recording financial transactions.**   **Gain Fundamental skills in IT:**   * **The ability needed to perform a task or understand an idea.** * **The basic ability necessary to function competently in society. Skills are reading, writing, mathematics and communication.** * **FUNDAMENTAL SKILL: "We all have fundamental skills we use every day."** * **While specific technical skills Java, data science, SQL queries, for example are all incredibly important, and soft skills such as communication, collaboration, and negotiation continue to be requirements for today's tech careers.** |

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| **Date:** | **21-05-2020** | **Name:** | **Bhavith** | |
| **Course:** | **Python** | **USN:** | **4AL17EC009** | |
| **Topic:** | **English Dictionary application using python** | **Semester & Section:** | **6th,A** | |
| **AFTERNOON SESSION DETAILS** | | | |
| **Image of session**  **Screenshot (89)** | | | |
| **Report – Report can be typed or hand written for up to two pages.**   * ****Dictionary** in Python is an unordered collection of data values, used to store data values like a map, which unlike other Data Types that hold only single value as an element, Dictionary holds key:value pair.** * **Key value is provided in the dictionary to make it more optimized.** * **Each key-value pair in a Dictionary is separated by a colon :, whereas each key is separated by a ‘comma’.** * **A Dictionary in Python works similar to the Dictionary in a real world.** * **Keys of a Dictionary must be unique and of immutable data type such as Strings, Integers, and tuples, but the key-values can be repeated and be of any type.** | | | |