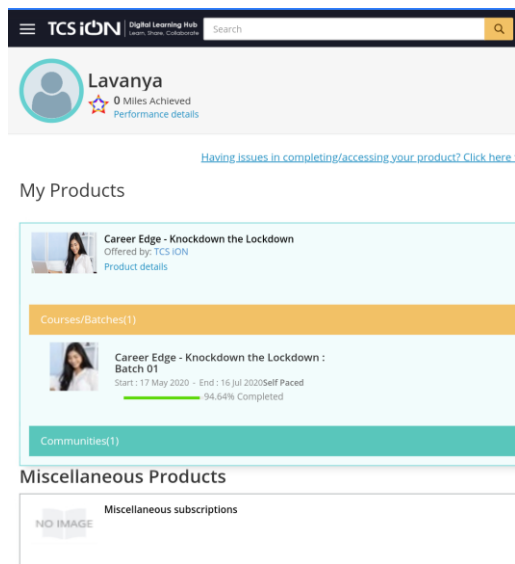


DAILY ASSESSMENT FORMAT

Date:	21/05/2020	Name:	Lavanya B
Course:	TCSION	USN:	4a17ec043
Topic:	Corporate Telephonic Etiquette, Basic of accounting, gain foundation skills in IT	Semester & Section:	6th A
Github Repository:	Lavanya-B		

FORENOON SESSION DETAILS

Image of session



Report –

Corporate Telephonic Etiquette

How to leave a good first impression

- Be alert
- Be pleasant
- Be expressive
- Be natural
- Be distinctive

Do's in the telephonic etiquette

Identify yourself to the caller

Answer the call within 2 rings
Help the caller by giving correct information
Be courteous and respectful to the caller
Use considerate phrases
Be helpful as you can
Ask the purpose for the call
Give due importance to call
Take permission before holding the call
Acknowledge the caller queries
Transfer the call if required

Don'ts in the telephonic etiquette

Don't bluff
Don't speak negatively
Don't speak wearily
Don't be impatient and rude
Don't leave the caller on hold for longer time
Don't use slang
Don't argue with caller
Don't forget to end the call properly

Basics of Accounting

Accounting is a system which collects and processes financial information of a business.

Double entry system

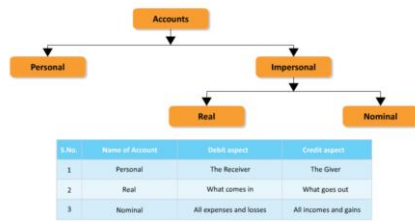
Each amount is recorded in at least two accounts.

For each transaction, there are two aspects

1. Receiving aspects
2. Giving aspects

Assets = liabilities + stockholders

Account classification



Accounting principles

- Dual aspect principle
- Revenue realisation concept
- Historical cost concept
- Matching concept
- Full disclosure concept
- Verifiable and objective evidence concept

Modifying principle

1. Cost-benefit principle
2. Materiality principle
3. Consistency principle
4. Prudence principle

Gain Foundational skills in IT

Knowledge about basic IT skills

- Spend some time on our final year project
- Communicate our technical strength upfront
- Accept what we don't know
- Give logical path to get the solution
- Communicate effectively

Date: 21/05/2020

Course: Python

Topic: Project exercise with python, Pandas,
Numpy

Name: Lavanya B

USN: 4a117ec043

Semester 6th A

& Section:

AFTERNOON SESSION DETAILS

Image of session

```

In [10]: type(np.zeros(5))
Out[10]: int

In [11]: np.zeros(5)
Out[11]: array([ 0.,  0.,  0.,  0.,  0.])

In [12]: np.zeros(5, dtype=int)
Out[12]: array([ 0,  0,  0,  0,  0])

In [13]: np.zeros((2,3))
Out[13]: array([[ 0.,  0.,  0.],
               [ 0.,  0.,  0.]])

In [14]: np.zeros((2,3), dtype=int)
Out[14]: array([[ 0,  0,  0],
               [ 0,  0,  0]])

In [15]: np.zeros((2,3,4))
Out[15]: array([[[ 0.,  0.,  0.,  0.],
                 [ 0.,  0.,  0.,  0.],
                 [ 0.,  0.,  0.,  0.]],
               [[ 0.,  0.,  0.,  0.],
                 [ 0.,  0.,  0.,  0.],
                 [ 0.,  0.,  0.,  0.]])

In [16]: np.zeros((2,3,4), dtype=int)
Out[16]: array([[[ 0,  0,  0,  0],
                 [ 0,  0,  0,  0],
                 [ 0,  0,  0,  0]],
               [[ 0,  0,  0,  0],
                 [ 0,  0,  0,  0],
                 [ 0,  0,  0,  0]])

In [17]:

```

Lectures More

- 119 Note on Nominatim
Article
- 120 Example: Geocoding Addresses with Pandas and G...
 Video - 15:14 mins
- Section 16 - Numpy
- 121 What is Numpy?
 Video - 08:07 mins - Resources (1)
- 122 Installing OpenCV
Article
- 123 **Convert Images to Numpy Arrays**
 Video - 05:40 mins - Resources (1)
- 124 Indexing, Slicing, and Iterating Numpy Arrays
 Video - 04:07 mins
- 125 Stacking and Splitting Numpy Arrays
 Video - 05:44 mins

Report-

Project exercise with python and MYSQL

- Introduction to the app
- Making the app
- More SQL statements

Eg. of SQML queries

- ★ Get all rows where the value of the column Expression starts with r:

```
"SELECT * FROM Dictionary WHERE Expression LIKE 'r%'"
```

- ★ Get all rows where the value of the column Expression starts with rain:

```
"SELECT * FROM Dictionary WHERE Expression LIKE 'rain%'"
```

Data analysis with Pandas

PANDAS- It is Pandasisafast,powerful,flexibleandeasytouseopensourcedataanalysisand manipulationtool,builtontopofthePythonprogramminglanguage. It is package use in python for managing data.

It use is that it creates 2 new data type for storing data

- Series
- Data structured form

Pandas are commonly used in Data analysis and data cleaning

Example:Geocoding addresses with pandas and geopy.

Introduction to NumPy

NumPy is python's Package for doing math, that is more advanced than +,-, %, *
This includes specifications like cosines, exponentials, sqrt.....

This is used to generate much type of random variables

NumPy also has a powerful data type to define, vectors, matrices and linear algebra, matrix multiplications etc.

Operations performed on NumPy:

- Array
- Arrange
- Linspace
- Reshape
- Zeros
- Saving and loading numpy arrays...etc.,

Install OpenCV

1. Open the command line and type:

```
pip install opencv-python
```

2. Open a Python session and try:

```
import cv2
```

3. If you get no errors, you installed OpenCV successfully. If you get an error, see the FAQs below:

My OpenCV installation didn't work on Windows

Solution:

1. Uninstall OpenCV with:

```
pip uninstall opencv-python
```

2. Download a wheel (.whl) file from this link and install the file with pip. Make sure you download the correct file for your Windows and your Python versions. For example, for Python 3.6 on Windows 64-bit you would do this:

```
pip install opencv_python- 3.2.0- cp36- cp36m- win_amd64.whl
```

3. Try to import cv2 in Python again. If there's still an error, type the following again in the command line:

```
pip install opencv-python
```

4. Try importing cv2 again. It should work at this point.