# DAY 2 ASSESSMENT

| Date: | 19 May 2020 | Name: | V K MOKSHA |
|---|---|---|---|
| Course: | TCSion | USN: | 4AL16EC086 |
| Topic: | 1. Career Guidance Framework. 2. Prepare a strong resume and cover letter. 3. Be prepared for group discussion. | Semester & Section: | 8<sup>th</sup> – B sec |
| Github Repository: | Moksha-V-K | | |

| FORENOON SESSION DETAILS |
|---|
| Image of session |



| Total Marks | Pass Marks | Attempts Taken | Duration | Start Time | View Assessment Analysis | Already cleared assessment. |
|---|---|---|---|---|---|---|
| 10.0 | 4.0 | 01 | 10 Mins | 19 May 2020 12:00 AM TO 18 Jul 2020 12:00 AM | At the End of Assessment | |

| My Attempts | | | | |
|---|---|---|---|---|
| Attempted On | Attempted Duration (Submission Time) | Marks Obtained | Status | Action |
| 19 May 2020 02:07 PM | 0:4:8 Hrs(02:11 PM) | 5.0/10.0 | Pass | View Result |

| Total Marks | Pass Marks | Attempts Taken | Duration | Start Time | View Assessment Analysis | Already cleared assessment. |
|---|---|---|---|---|---|---|
| 10.0 | 4.0 | 01 | 10 Mins | 19 May 2020 12:00 AM TO 18 Jul 2020 12:00 AM | At the End of Assessment | |

| My Attempts | | | | |
|---|---|---|---|---|
| Attempted On | Attempted Duration (Submission Time) | Marks Obtained | Status | Action |
| 19 May 2020 07:13 PM | 0:10:5 Hrs(07:23 PM) | 9.0/10.0 | Pass | View Result |

# Report

## Write a winning resume and cover letter

➢ Importance of a resume

➢ Structure of a resume

➢ Types of resume

    1.       Chronological resume

    2.       Functional resume

    3.       Combination resume

➢ Do's and Don'ts of resume writing

### Do's

❖ Use keywords that can be read by all machines

❖ Use formal readable fonts

❖ First page should catch the attention of the interviewer

### Don'ts

❖ Don't exceed 2 pages

❖ Don't exceed 3 to 5 bullets per section

❖ Don't make spelling and grammar mistake

- Importance of a cover letter

- Structure of a cover letter

- Write the own resume using the pointers taught


## Group discussions

- Why and how a group discussion in conducted

- Actively participate in a group discussion

- Use some effective phrases in a group discussion

- What is group discussion?, Why is a group discussion conducted?,

- Points to be assessed on GD
    1. Clarity
    2. Body language
    3. Listening
    4. Tone of voice
    5. COURTESY
    6. Conciseness


- **Do's**
    1. Dress formally
    2. Listen to all points made
    3. BE open minded about topics
    4. Have a neutral tone of voice

- **Don'ts**
    1. Don't agree with all points of view
    2. Don't take any topic personally

3. Don't interrupt mid sentence

4. Don't let a small group dominate the discussion

| | |
|---|---|
| Date: 19 May 2020 | Name: V K MOKSHA |
| Course: Python for beginner | USN: 4AL16EC086 |
| Topic: Introduction to Python | Semester & |
| | Section: $8^{th}$ – B sec |

<div align="center">AFTERNOON SESSION DETAILS</div>

# COMMENTS IN PYTHON:

➢ Comments can be used to explain Python code. Comments can be used to make the code more readable.
➢ It can be used to prevent execution when testing code.
➢ Comments starts with # symbol and Python will ignore them.

Example program:
Print ("Cheers, Mate!")

## Output:

Cheers, Mate!

# CASTING:

➢ When we want to specify a type on to a variable, this can be done with casting. Python is an object-orientated language, and as such it uses classes to define data types, including its primitive types.

Example:
x = int(7)
y = int(6.9)
z = int("8")

```
    print(x)
    print(y)
    print(z)
```

**Output**:
```
    7
    6
    8
```

# STRING:

➢ String literals in python are surrounded by either single quotation marks, or double quotation marks. 'hello' is the same as "hello".

➢ Like many other popular programming languages, strings in Python are arrays of bytes representing Unicode characters. However, Python does not have a character data type, a single character is simply a string with a length of 1.

➢ Square brackets can be used to access elements of the string.

Example: A = "Hello, World!"

print(A[1])

**output**: e

# SLICING:

➢ Range of characters done by using the slice syntax. Specify the start index and the end index, separated by a colon, to return a part of the string.

Eg:      B = "Hello, World!"

Print (b[2:5])

Output = llo

➢ Here in output the letters between 2-5 index numbers are printed this is called slicing.

➢ Negative Indexing negative indexes used to start the slice from the end of the string

Eg:   b = "Hello, World!"
         Print (b [-5:-2])

Output: 1

**STRING LENGTH:**

To get the length of a string, use the len() function.

Eg:     c = "Hello, World!"
        print(len(c))


output: 13

**STRING METHODS**:

➢ Python has a set of built-in methods that can use on strings.

➢ Strip( ) method removes any whitespace from the beginning or the end.
➢ Lower( ) method returns the string in lower case.
     Eg:    a = " HELLO, WORLD!"
            print(a. lower())
Output:   hello, world!
➢ upper( ), replace( ), split( ) these are the string manipulations.