**DAILY ASSESSMENT FORMAT**

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| **Date:** | **21/05/2020** | **Name:** | **Navya R** |
| **Course:** | **TCS ion** | **USN:** | **4AL16EC041** |
| **Topic:** | **Learn Corporate Telephone**  **Etiquette**  **Understand accounting fundamentals**  **Gain foundational skill in IT** | **Semester & Section:** | **8 A** |
| **Github Repository:** | **Navya-R** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session** |
| **Report**    **Session 1**  **Learn Corporate Telephone**  **Etiquette**  ***Business Phone Etiquette Do’s:***   * Speak clearly. Enunciation is so important when you don’t have body language cues to pick up on. Be sure to speak carefully and slowly so that the person on the other end of the line can understand you. * Introduce yourself. Even in the age of caller ID, it can be jarring to pick up the phone and jump right into a conversation. Remind the person you’re calling who you are and why you’re reaching out. They will appreciate the courtesy even if they recognized your name and number when they picked up. * Listen to requests. When you’re busy multitasking, it can be hard to focus on the requirements of the person on the phone. Set other tasks aside as you actively listen to requests from the caller. Ask follow-up questions for clarification and to show that you’re engaged in the conversation.   ***Business Phone Etiquette Do’s:***   * Introduce yourself. Even in the age of caller ID, it can be jarring to pick up the phone and jump right into a conversation. Remind the person you’re calling who you are and why you’re reaching out. They will appreciate the courtesy even if they recognized your name and number when they picked up. * Listen to requests. When you’re busy multitasking, it can be hard to focus on the requirements of the person on the phone. Set other tasks aside as you actively listen to requests from the caller. Ask follow-up questions for clarification and to show that you’re engaged in the conversation. * Speak clearly. Enunciation is so important when you don’t have body language cues to pick up on. Be sure to speak carefully and slowly so that the person on the other end of the line can understand you.   **Session 2**  **Understand Accounting Fundamentals** Reading & Understanding the Balance SheetReading & Understanding the Income Statement and Cash Flow  * Understand the different ways to present an income statement and cash flow statement. * Read and interpret the various items in a published income statement. * Identify the operating, financing, and investing activities of a company. * Determine what is contained in an annual report and where to find it. * Navigate successfully through the notes to the financial statements. * Read and interpret the various items in a published balance sheet. * Understand complex balance sheet concepts (e.g. deferred taxes, goodwill, investments, etc.)   **Session 3**  **Gain Foundational Skills in IT**   * Understand the functionalities of the Operating systems such as Memory Management, Process Management, File System Management, Device Management. * Enhance problem solving skills * Understand Algorithm Design Techniques * Understand Code Optimization Technique * E-R Modeling and Normalization * Work with advanced SQL such as Joins, Sub queries, etc. * Understand implementation Models of SDLC * Understand OSI Model and Network Topologies * Improve Office Etiquette, E-mail and Telephone Etiquette * Mange time at work using Time Management * Work in Teams with assertiveness and resolving conflicts * Understand Project Management Processes * Create the Work breakdown structure * Develop Project Schedule and Cost Estimate * Monitor and Control risks in projects |

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| **Date:** | **21/5/2020** | **Name:** | **Navya R** | |
| **Course:** | **Python** | **USN:** | **4al16ec041** | |
| **Topic:** | **Loop over color codes** | **Semester & Section:** | **8 A** | |
| **AFTERNOON SESSION DETAILS** | | | |
| |  | | --- | | **Image of session** | | **Report**  ***Loop over colors code***  from numpy import \*  from pylab import show,plot  from scipy.special import erfinv  n = 366 #number of days  ntrials = 5000  u = random.rand(ntrials)  v = sqrt(2.)\*erfinv(2.\*u-1.)  mu = 0  sigma = .05  investment = 1000.  data = empty((ntrials,n))  data[:,0] = investment  for t in range(n-1):  u = random.rand(ntrials)  v = sqrt(2.)\*erfinv(2.\*u-1.)  epsilon = v  data[:,t+1] = (1. + mu +sigma\*epsilon)\*data[:,t]  data2 = data.sum(axis=0)  woo = data2[-1]/ntrials  data3 = data2[-1]  x = linspace(0,n,n)  for t in range(n):  plot(x,data[t,:])  show()  ***Loops*:**  Very often we will want to scan through a string one character at a time. A for loop like the one below can be used to do that. It loops through a string called s, printing the string, character by character, each on a separate line:  for i in range(len(s)):  print (s[i])  In the range statement we have len(s) that returns how long s is. So, if s were 5 characters long, this would be like having range(5) and the loop variable i would run from 0 to 4. This means that s[i] will run through the characters of s. This way of looping is useful if we need to keep track of our location in the string during the loop. | | | | |
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