

## TCS - Report

- Gain Guidance from Career Gurus
  - Why do you need a head start?
- Intense competition.
- Talent acquisition
- Employable skill

6 key pillars to get Head start.

- Clarity of thoughts.
- Access & visibility.
- Early Preparation
- Acquire relevant skills
- Compelling Resume.
- Cracking the interview.

\* Clarity of thoughts.

\* Getting visibility & Access.

- Job portal
- Professional / n/w sites.
- Common Assessment platform
- Job fair & n/w

\* Early preparation

- Company research.
- Online preparation Test.
- Get expert help.

\* Acquiring industry relevant skills.

- Map your interest in job roles.
- Partner with digital job portal platforms.

\* Preparing for interview key factors.

- Research about the company
- Prepare for obvious.



## \* Write a winning Resume & Cover.

### • Structure of resume.

- 1) Contact details.
- 2) Obj/summary
- 3) Education
- 4) Skills,
- 5) Personal details.

### • Types of resume.

- 1) Chronological resume.
- 2) Functional resume.
- 3) Combinational resume.

## \* Cover letter format:

Date

Your name

Your address

Your Phone number

Your mail ID

Company office's name.

Company name

Company address.

Pincode.

Dear Sir /Malam,

Opening Paragraph

The first paragraph consists of a self introduction, why should the company Hire you? This should be your experience.

Middle paragraph.

This can be Broken into two paragraphs if required.



Complimentary close

Your sincerely

Your Handwritten sign

Your Full name (Typed)

\* Stay Ahead in a group discussion

1) What is gd?

→ It is as simple as chatting, part of the interview process & one of the elimination method, gd is to check the interpersonal skills.

Do's :-

- Dress Formally.
- Maintain eye contact
- Have a neutral tone of voice.
- Listen to all points made.
- Be open minded about the topics.
- Express your points as early as possible.

Don'ts :-

- Do not let the discussion drift away from topic.
- Do not take any point personally
- Do not agree every point of views.

## Report on python course

- Python is a high-level, interpreted & object-oriented scripting language. Python is designed to be highly readable. It has fewer syntactical constructions than other languages.
- Python is processed at runtime by the interpreter. It does not need to compile program before executing it.
- It supports object-oriented style or technique of programming that encapsulates code within objects.

### Keywords and Variables:-

- Keywords are the reserved words in Python.
- We cannot use a keyword as a variable name, function name or any other identifier. They are used to define the syntax & structure of the Python language.
- Some keywords are class, break, del, if else except.
- Variables are containers for storing data values.
- Unlike other programming languages, Python has no command for declaring a variable.
- A variable is created the moment when first assign a value to it.

### Data types:-

- Every value in Python has a data type.
- Since everything is an object in python programming, data types are actually classes & not classes.



• Few data types are str, int, float, complex, list, tuple, range, dict.

## Programs:-

1) `x = "Hello World!"`  
`print(y)`

Output:-  
Hello, world!

2) `x = 5`  
`y = "John"`

`print(x)`

`print(y)`

o/p:-5  
John

3) `x = 1`

`y = 2.8`

`z = 1j`

`print(type(x))`

`print(type(y))`

`print(type(z))`

o/p

`<class 'int'>`

`<class 'float'>`

`<class 'complex'>`