**DAILY ASSESSMENT FORMAT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **19/06/2020** | **Name:** | **Roshni A B** |
| **Course:** | **TCS ion** | **USN:** | **4al17ec080** |
| **Topic:** | **4.gain guidance from career gurus**  **5.write a winning resume and cover letter**  **6.stay ahead in group discussion** | **Semester & Section:** | **6th & ‘B,** |
| **GitHub Repository:** | **Roshni\_online** |  |  |

|  |
| --- |
| **FORENOON SESSION DETAILS** |
| **Image of session:** |
| **Report:**  **1.gain guidance from career gurus:**  **We need a head start because of:**   * Intense competition * Talent acquisition * Employable skills * Changing job roles * Employment outlook   **Pillars to get a head start:**   * Clarity of thought * Access and visibility * early preparation * acquire relevant skills * compelling resource * cracking the interviews   one should prepare, practice and plan in advance to have head start.  **2.write a winning resume and cover letter:**  **Importance of a resume:**   * it’s a power to get an interview for our dream job * many organizations use resume to short list potential candidates. * Our resume is our virtual.it should speak of our passion and the career that we want to follow.   **Structure of a resume:**   * Personal details * Career objectives * Educational qualification * Technical skills * Additional qualification /certificates and * Personal details   **Types of resume:**   * Chronological resume * Functional resume and * Combinational resume   **Cover letter:**  An additional page along with the resume to seek any desired designation in any organization  **Structure of a cover letter:**   * Date * Candidate Name * Candidate ‘s Address * Candidate’s Phone number * Candidate’s Email id * Company official name * Company name * Company address * Pin code   **Dear sir/ma’am**  **Opening paragraph**  **Middle paragraph**  **Complementary close:**   * Your sincerely * Handwritten signature * Your full name (typed)   **3.stay ahead in group discussion:**  **Importance of group discussion:**   * To check communication skills * To check our ability to work in a team * To check our ability to express our point of view * To check our listening skills * To check our ability to handle criticism * To check out knowledge of subject * To check our overall personality   **Points to remember in group discussion:**  **Points we will be assessed on:**   * Clarity * Body language * Listening * Tone of voice * Appropriate language * Courtesy * Conciseness * Confidence * Correctness   **Conclusion/points to be remembered:**   * Group discussion is not a debate * To be aware of your body language * To keep a check on our tone of voice and the language used * To update yourself with current information * Not to panic. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Date:** | **19/06/2020** | **Name:** | **Roshni A B** |
| **Course:** | **Python** | **USN:** | **4al17ec080** |
| **Topic:** | **1.for loop**  **2.while loop**  **3.useful operators in python** | **Semester & Section:** | **6th & ‘B,** |
| **GitHub Repository:** | **Roshni103** |  |  |

|  |
| --- |
| **FORENOON SESSION DETAILS** |
| **Image of session:**      **Report:**  **1.for loop:**   * A for loop is used for iterating over a sequence (that is either a list, a tuple, a dictionary, a set, or a string). * This is less like the for keyword in other programming languages, and works more like an iterator method as found in other object-orientated programming languages. * With the for loop we can execute a set of statements, once for each item in a list, tuple, set etc.   **Programming example:**   * fruits = ["apple", "banana", "cherry"] for x in fruits:   if x == "banana":     break   print(x)   **output:**   * apple   banana  **2.while loop:**   * With the while loop we can execute a set of statements as long as a condition is true.   **Programming example:**   * i = 1   while i < 6:  print(i)  i += 1  **output:**   * 1   2  3  4  5  **3.useful operators in python:**   * Operators are used to perform operations on variables and values. * Arithmetic operator * assignment operator * comparison operator * logical operator * bitwise operator |
|  |