

Date:	19-05-2020	Name:	POOJA K S
Course:	TCS ION CAREER EDGE	USN:	4AL17EC070
Topic:	Gain guidance from career gurus ,Prepare a strong resume and cover & Stay ahead in group discussion	Semester and section	6th sem B-sec
Github repository:			

The screenshot displays the TCS ION Digital Learning Hub interface. The browser address bar shows the URL: g41.tcsion.com/LX/contents/content_home?content_player=true&org_id=1016&TargetOrgId=3876&usrorgid=1016&LaunchFrom=iHUB&User-Agent=Computer&c_id=care...

The interface includes a sidebar with a **TABLE OF CONTENTS** and a main content area. The sidebar lists various lessons and days, with the current lesson, **Lesson - Write a Winning Resume and Cover Letter**, highlighted. The main content area features a video player titled **Prepare a Strong Resume and Cover Letter**. The video player shows the title, a progress bar at 100%, and a timestamp of 00:31 / 00:31. The video content displays the title, a list of objectives, and a target graphic.

Objectives

In this module you will learn to:

- Explain the importance of a resume.
- Describe the structure of a resume.
- State the Do's and Don'ts of resume writing.
- Write your own resume using the pointers taught in the session.
- Discuss the contents of a cover letter.

The video player also shows a progress bar at 100% and a timestamp of 00:31 / 00:31. The video content displays the title, a list of objectives, and a target graphic.

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TCS iON Digital Learning Empowering Learning Outcomes

TABLE OF CONTENTS Career Edge - Knockdown the Lockdown : Batch 01 39.29%

Lesson - Develop Soft Skills for the Workplace ✓
 Conclusion - Develop Soft Skills for the Workplace ✓
 Develop Soft Skills that Industry Demands
 DAY 4: Gain Guidance from Career Gurus ✓
 DAY 5: Write a Winning Resume and Cover Letter ✓
 Introduction - Write a Winning Resume and Cover Letter ✓
Lesson - Write a Winning Resume and Cover Letter ✓
 Conclusion - Write a Winning Resume ✓

Sub Unit- Lesson - Write a Winning Resume and Cover Letter 0Mins Completed

Prepare a Strong Resume and Cover Letter

Summary

In this module you have learnt:

- The resume should be crisp and to the point.
- The resume should be clear about your career objectives, skills, abilities and what you are looking for.
- Choose the format/style that is best suited for your profile.
- Do not lie in the resume.
- Be proud of your achievements and experience as the resume is YOU on paper.
- A cover letter gives an initial impression of you.
- The cover letter tells the employer of the job role that you are interested in.

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TCS iON Digital Learning Empowering Learning Outcomes

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Lesson - Stay Ahead in Group Discussions ✓
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 DAY 7: Ace Corporate Interviews ✓
 Introduction - Ace Corporate Interviews ✓
 Lesson - Ace Corporate Interviews ✓
 Conclusion - Ace Corporate Interviews ✓

Sub Unit- Lesson - Stay Ahead in Group Discussions 0Mins

Be Prepared for Group Discussions

Summary

In this module you have learnt,

- A Group Discussion is not a debate.
- To be aware of your body language.
- To keep a check on your tone of voice and the language used.
- To update yourself with current information.
- Not to panic.
- To maintain a formal decorum.

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Day 4 - unit

Gain Guidance from Career Guides

- 1) Intense competition
- 2) Talent acquisition
- 3) Employable Skills
- 4) Changing job roles
- 5) Employment Outlook - Positive
- 6) Key pillars to get a Headstart
 - clarity of thought
 - Early preparation
 - Access and visibility
 - Acquire Relevant Skills
 - compelling Resume
 - cracking the interview
 - Build your Network

Day 5 - unit

Write a winning Resume and cover letter.


prepare a Strong Resume and cover letter.

- target Audience
- course content
- course Information

- 1) Importance of a Resume
- 2) Structure of Resume
- 3) Types of a Resume
 - Chronological Resume
 - Functional Resume
 - combination Resume

Brilliant

- Resume writing
- cover letter

- * Importance of a cover letter
- * Structure of a cover letter
- * points to Remember
- * 

Day 6 - unit

Stay Ahead in Group Discussion

- * Be prepared for Group Discussion
Course Overview

- * ~~target~~ * points assessed in
Group discussion

- * How to present Yourself

- * Effective presentation of
thoughts

- * Do's and Don'ts
of GD

points to remember in Group Discussion

- * Clarity
- * Body language
- * Listening
- * Tone of voice
- * Appropriate language
- * Courtesy
- * Conciseness
- * Confidence

Date:	19-05-2020	Name:	POOJA K S
Course:	Python programming	USN:	4AL17EC070
Topic:	BASICS	Semester and section:	6 th sem and B sec

In this session I learned about function, loops.

Function:

`def cube_volume(a): return a*a*a` Conditional blocks:

`mes = "hello there" if "hello" in mes: print("hi") else: print("I don't understand")`

Check if a value is of a certain type with:

`isinstance("abc", str) isinstance([1, 2, 3], list)`

A python program can get user input via the input function The input function halts the execution of the program and gets text the user: `name = input("Enter your name")`

The input function converts any input to a string, but you can convert it back to int or float. Using loops we can call any function multiple times, even your own functions.

Let's suppose we defined this function:

`def Celsius_to_kelvin(cels): return cels + 273.15` That is a function that gets a number as input, adds 273.15 to it and returns the result. A for loop allows us to execute that function over a list of numbers

`Monday_temp = [9.1, 8.8, -270.15] for temp in Monday_temp: print(Celsius_to_kelvin(temp))`