

DAILY ASSESSMENT FORMAT

Date:	19 may 2020	Name:	Poorvi hj
Course:	TCS ION CAREER EDGE	USN:	<u>4a17ec071</u>
Topic:	GAIN GUIDANCE FROM CAREER GURUS WRITE A WINNING RESUME AND COVER LETTER STAY AHEAD IN GROUP DISCUSSION	Semester & Section:	6 TH SEM B SEC
Github Repository:	Poorvi-2000		

FORENOON SESSION DETAILS

Prepare a Strong Resume and Cover Letter

Total Marks 10.0	Pass Marks 4.0	Attempts Taken 01	Duration 10 Mins	Start Time 15 May 2020 12:00 AM TO 14 Jul 2020 12:00 AM	View Assessment Analysis At the End of Assessment	Already cleared assessment:
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My Attempts

Image of session

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- Improve Interpersonal Skills for Better Results
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- Introduction

Career Edge - Knockdown the Lockdown - Batch: 01

Be Prepared for Group Discussions

Total Marks 10.0	Pass Marks 4.0	Attempts Taken 01	Duration 10 Mins	Start Time 15 May 2020 12:00 AM TO 14 Jul 2020 12:00 AM	View Assessment Analysis At the End of Assessment	Already cleared assessment:
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My Attempts

Attempted On	Attempted Duration (Submission Time)	Marks Obtained	Status	Action
10 May 2020 01:24 AM	9:52:19 (01:01:00)	9.0/10.0	Pass	View Result

Career Edge - Knockdown the Lockdown - Batch: 01

Improve Group Presentation Skills for Better Results

Total Marks 10.0	Pass Marks 4.0	Attempts Taken 20 / 20	Duration 10 Mins	Start Time 15 May 2020 12:00 AM TO 14 Jul 2020 12:00 AM	View Assessment Analysis At the End of Assessment	Already cleared assessment:
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My Attempts

Attempted On	Attempted Duration (Submission Time)	Marks Obtained	Status	Action
10 May 2020 01:24 AM	9:52:19 (01:01:00)	9.0/10.0	Pass	View Result

Guidance from Career Goals

- Intense Competition
- Talent Acquisition
- Employable Skills
- Changing Job Roles
- Employment Outlook - Positive

Key pillars to Get a Headstart

- 1) Clarity of thought: Set a Clear Goal - Reasonable/achievable, with clear milestones
- 2) Access and Visibility:
- 3) Early Preparation
- 4) Acquire Relevant Skills
- 5) Compelling Resume
- 6) Cracking the interview

3) Early Preparations:

- Company Research
- Online Prep Test
- Get Expert help
- Frequent communication

5) Compelling Resume

- 1-2 pages Resume
- Simple and Standard Design
- Do's and Don'ts
- Cover key Details

Day 2

→ It is not a competition or an argument where any one person wins

→ It is often used as a mass grading process.

→ It will be assessed

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

Common Phrases

Agreeing - "I agree with the point made"
"That is an excellent point"

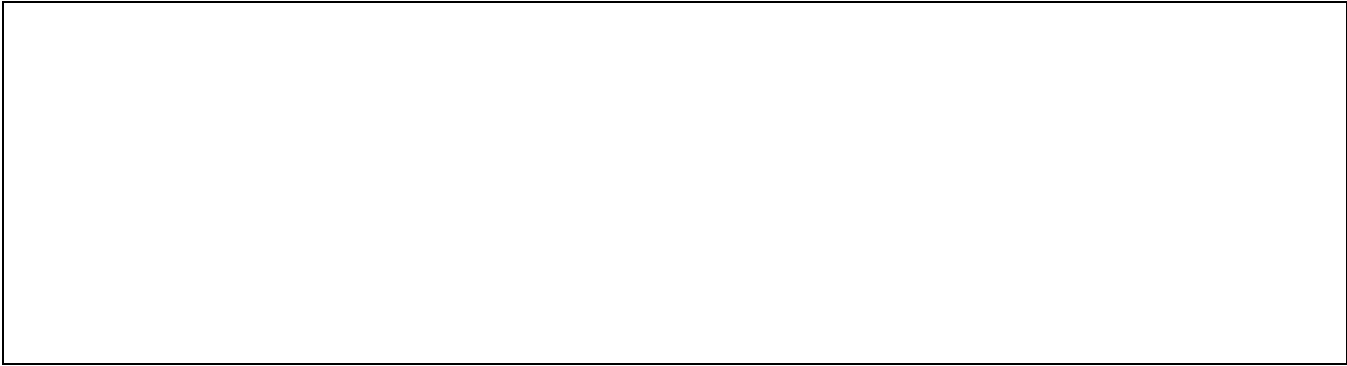
Disagreeing - "I'm sorry but..."
"That is a good point but..."

etc

→ update ourselves with current information

→ not to panic

→ To maintain formal decorum



2) Writing a Winning Resume and Cover Letter :-

Importance of Resume :-

1) Organization use the resume to short list potential candidates.

2) Resume is the Virtual You. It should speak of our passion and the career we want to follow.

Structure of Resume -

1) Contact details - { Name
email id
mobile

Types of Resume

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

2) Objective

3) Education Qualification

4) Technical Skills

→ Additional Qualification/certification

5) Personal Details

Importance of Cover Letter :-

1) Many employers believe that an impressive cover letter can be a better indicator than a well structured Resume.

2) It tells employer how qualified you are for the job.

3) Stay Ahead in Group Discussions :-

→ Specific Abilities & Behaviours.

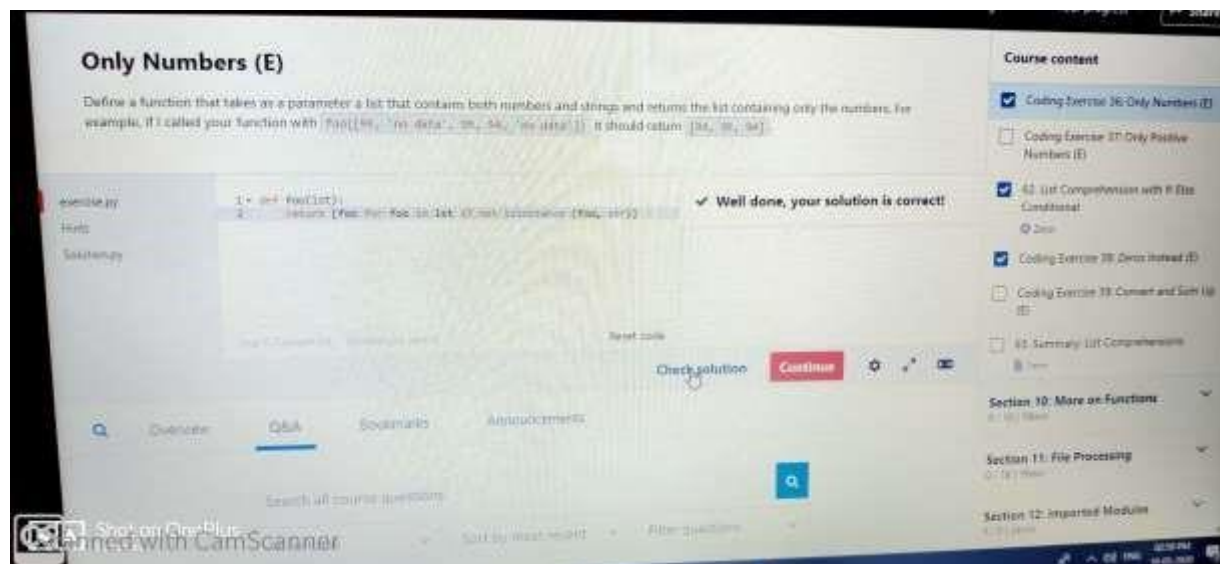
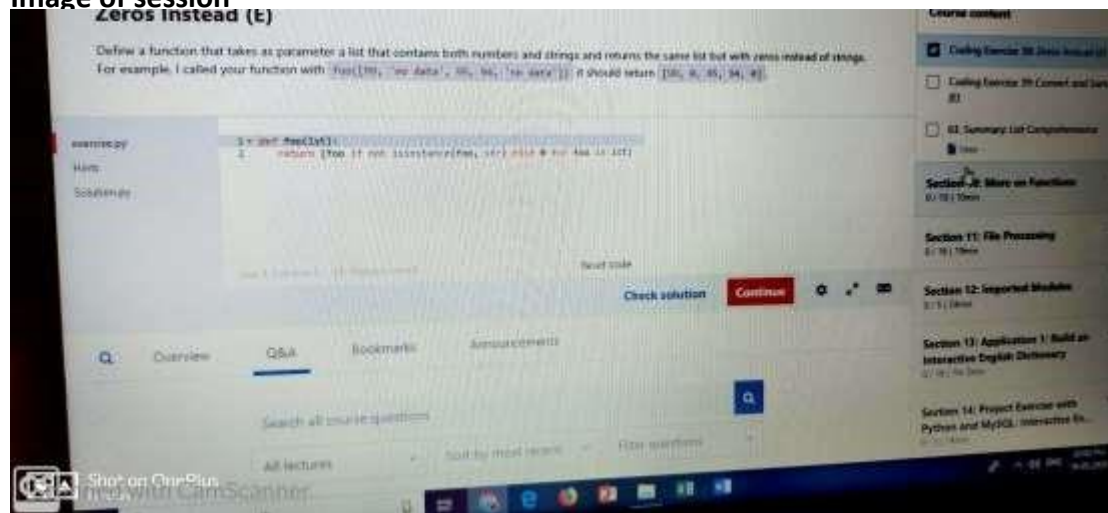
→ Key points

A Group Discussion is a part of interview process.

Date:	19 may 2020	Name:	Poorvi hj
Course:	PYTHON PROGRAMMING	USN:	4AL17EC097
Topic:	LIST COMPREHENSION ,MORE ON FUNCTIONS, FILE PROCESSING , IMPORTED MODULES	Semester & Section:	6 th SEM B SEC

AFTERNOON SESSION DETAILS

Image of session



3] Simple List Comprehensions :-

Day 2

```
temp = [22, 23.4, 34.0, 23.0]
new_temps = []
for temp in temp:
    new_temps.append(temp/10)
print(new_temps)
o/p: [2.2, 2.34, 3.4, 2.3]
```

```
temp = [22, 23.4, 34.0, -9999, 23.0]
new_temps = [temp/10 for temp in temp if temp != -9999]
print(new_temps)
new_temps = [temp/10 if temp != -9999 else 0 for temp in temp]
```

O/p: [2.2, 2.34, 3.4, 0.0, 2.3]

Basic List Comprehensions: & and

```
[i+2 for i in [1, 5, 10]]
output: [2, 10, 20]
```

if condition

```
[i+2 for i in [1, -2, 10] if i > 0]
```

O/p: [2, 20]

if and else condition

```
[i+2 if i > 0 else 0 if i in [1, -2, 10]]
```

O/p: [2, 0, 20]

Section 10] More on functions

```
def area(a, b):
    return a * b
print(area(4, 5))
```

O/p: 20

Default and Non default Parameters and Keyword and Non-keyword arguments

Keyword

```
def area(a, b):
    return a * b
```

print(area(a=4, b=5))

(a=4, b) x

(a, b=5) ✓

Default

```
def area(a, b=6):
```

return a * b

print(area(4))

functions with an arbitrary number of no-keyword

instance should have only 2 arguments

len('hello')

= 5

len('hello', 'hi')

error

[argument only]

P.S. def mean(*args)

return sum(args) / len(args)

print(mean(1, 3, 4, 4))

O/p: 3.6666

Keyword Arguments :-

```
def mean (*args):  
    return sum(args)/len(args)
```

```
print (mean (a=2, b=4, c=6))
```

O/p \bar{x} 'a': 2, 'b': 4, 'c': 6

more than one parameter :

```
def volume (a, b, c):  
    return a * b * c
```

File Processing (Section 11)

the concept of processing files in Python

→ Reading text from a file

```
myfile = open ("fruits.txt")
```

```
print (myfile.read())
```

multiple times

```
myfile = open ("fruits.txt")
```

```
content = myfile.read()
```

```
print (content)
```

Closing a file :-

```
myfile.close()
```

Open files using "with"

```
with open ("fruits.txt") as myfile:  
    content = myfile.read()
```

Different File Paths :

Writing Text to a file

```
with open ("files/vegetables.txt", "w") as  
myfile:
```

```
myfile.write ("Tomato")
```

O/p Tomato

Built-in Module :-

eg. built-in module names

import time

while True:

```
with open ("files/vegetables.txt") as file:
```

```
print (file.read())
```

```
time.sleep(10)
```

