**DAILY ASSESSMENT FORMAT**

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| **Date:** | **20\_may\_2020** | **Name:** | **Prashantha naik** |
| **Course:** | **Tcs ion** | **USN:** |  |
| **Topic:** | **1.group discussion**  **2.** **Ace Corporate Interviews**  **3. Learn Corporate etiquette**  **4. Writing the Effective Emails** | **Semester & Section:** | **6th b** |
| **Github Repository:** | **Prashanth\_course** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session** |
| **Report – Report can be typed or hand written for up to two pages.**  **About group discussion**   * Introduction to group discussion * Format of a group discussion * Do's and don'ts * Mock group discussion * Case study of the mock group discussion   **Ace Corporate Interviews:**   * Explain the importance interview * Imbibe the skills and expertise an interview * Interview process before the interview * Interview process during the interview * Do’s and don’ts * Develop a good opening and closing interview statergy   **About Learning the Corporate etiquette**   * What is etiquette? * Basic rules of corporate etiquette * Dressing in business * Cubicle etiquette * Internet etiquette * Meeting etiquette * Courtesies at the door and * Elevator * Summary of corporate etiquette   **About Writing the Effective Emails**  Electronic mail (email or e-mail) is a method of exchanging messages ("mail") between people using electronic devices   * Introduction to email etiquette * Format of an email * Do's and Don'ts of email writing * Case study * Summary of the effective email |

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| **Date:** | **20/5/2020** | **Name:** | **Prashantha naik** | |
| **Course:** | **python** | **USN** | **4al17ec074** | |
| **Topic:** | 1. **The Basics: Loops** 2. **Putting the Pieces Together: Building a Program.** 3. **List Comprehensions** |  |  | |
| **Github repository** | **Prashantha naik** | **Semester & Section:** | **6th b** | |
| **AFTERNOON SESSION DETAILS** | | | |
| **Image of session** | | | |
| **Report – Report can be typed or hand written for up to two pages.**  **The Basics: Loops**   * How for loops are useful in executing a command over a large number of items. * Use of for loops in print items present in list, strings, dictionaries, etc. * Use of break or continue keyword inside while loop.   Ex:for loop  for i in [0, 1, 2, 3, 4]:  print(i)  **Putting the Pieces Together: Building a Program**   * Building a program that takes input from the user, formats the input using user defined function and displays the formatted output. * And how to use the functions in building a program   **List Comprehensions:**   * List comprehensions in Python are concise, syntactic constructs * They can be utilized to generate lists from other lists by applying functions to each element in the list * All results are returned at once in the new list | | | |