**DAILY ASSESSMENT FORMAT**

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| **Date:** | **19th may 2020** | **Name:** | **SHRADHA** |
| **Course:** | **TCSion** | **USN:** | **4AL17EC088** |
| **Topic:** | **Resume writing,group discussion** | **Semester & Section:** | **4th ‘’A’** |
| **Github Repository:** | **Shradha-courses** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session**  **C:\Users\user\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Screenshot (72).png**  C:\Users\user\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Screenshot (73).png |
| **Gain guidance from career gurus?**    **Why do we need a headstart?**   * **Intense competition** * **Talent acquiaition** * **Employable skills** * **Changing job roles** * **Employment outlook-positive**   **6 keys pillars to get a headstart:**   1. **Clarity of thought:-set a clarity goal** 2. **Access and visibility** 3. **Early preparation:-plan &actively work towards required improvement** 4. **Acquire relavant skills:-build competency and skills through training** 5. **Compelling resume:-provide tacts,verified abilities coupled with right aptitude&relavant skills** 6. **Cracking the interview:-present yourself well**   **1.Clarity of thought:-**   * **Passion of life** * **2-5 year plan** * **Excited to work for corporate?**   **2.Getting visibility &access:-**   * **Job portals:-always keep the progile up to date** * **Professional networking sites:-share the view point &knowledge by publishing articles** * **Common assessment platform:-Join a platform that certifies our capability** * **Community of practice** * **Job fairs&networking :-attend job fairs to know how job industry is changing**   **3.Early preaparion:-**   * **Company research** * **Onlinr prep test** * **Get expert help**   **4.Compelling resume:-**   * **1-2 pages resume** * **Simple&standard design**   **Prepare a strong resume & cover letter:**  **Types of resume:-**   1. **Chronological resume:-**  * **Most common format is used** * **Starts with the most recent employment**   **2.functional resume:-**   * **Useful for people with few years of experience** * **Does not focus on job titles &previous employment details**     **3.combinational resume:-**   * **Combination of chronological and functional resume** * **Lists the dates of previous employment**   **Resume writing:**   * **Customize the resume to the sector you are appliying to** * **First page should catch the attention of the interview** * **Use font size 12-14** * **Maintain standard space between sections**   **Group discussions:-**   * **Communication skills** * **Ability to work in team** * **Listening skills** * **Clarity** * **Body language** * **Confidence** * **Be open minded about topics**   **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..”**  **Requesting suggestions:-“Any suggestions?”**  **“What do you recommend?”**     |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Date:19-05-2020** |  | **Name:SHRADHA** |  | | | **Course:python** |  | **USN:4AL17EC088** |  | | | **Topic:list comprehension,functions** |  | **Semester & Section: 4th ‘A’** |  | | | **AFTERNOON SESSION DETAILS** | | | | | | **Image of session**  C:\Users\user\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Screenshot (74).png  **List comprehensions:**  **temps=[221,234,340,230]**  **new\_temps=[temps/10 for temp in temps]**  **print(new\_temps)**  **output:[22.1,23.4,34.0,23.0]**  **list comprehensions with if condition:-**  **temps=[221,234,340,-9999,230]**  **new\_temps=[temp/10 for temp in temps if temp !=-9999]**  **print(new\_temps)**  **output:[22.1,23.4,34.0,23.0]**  **Functions:**  **Area of recatangle:**  **Def area(a,b):**  **return a\*b**  **print(area(4,5))**  **output:20**   * **len function will take only 1 argument** * **isinstance function will take 2 arguments**   **file processing:-**  **reading text from file:**  **‘open’ function will create file object**  **myfile=open(“fruit.txt”)**  **Print(myfile.read())**  **Closing the file:-**  **After processing the file it can be closed to delete it.once if the file is closed then it cannot be read again.It can be read only by opening the file using “with”**    **Myfile=open(“fruits.txt”)**  **Content=myfile.read()**  **Myfile.close()**  **With open(“fruits.txt”) as myfile:**  **Content=myfile.read()**  **Print(content)** | | | | | |  | | | | | |
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