

Personal Information

Name: Parag Makwana

Education: BCA (bachelor's of Computer Application)

Technical Skills:

HTML,CSS,JAVASCRIPT & JQUERY

Soft Skills: Communication, Leadership, Creative

Expericence: 1 year as a Computer Hardware Engineer at Neemi System & Services

Projects:

- ❖ Sanskar Bharti School
- ❖ Prakshal IT Acedemy
- ❖ IANT
- ❖ Website using HTML, CSS and Bootstrap
- ❖ Different sections of web pages like Login Signup page etc.

Building Confidence

- Practicing Different pages using HTML css and Javascript
- Practicing different query in jquery
- Solving different problem javascript
- Talking to others about the project in website and try for sloving them
- Continue Learning

Technique for successful impromptu speeches

- ✓ Practice: Regular Conversation, Reading, Writing
- ✓ Maintaining positive and enthusiastic attitude while delivering speech
- ✓ Stay Calm : Take a few deep breaths to collect your thoughts and calm your nerves.
- ✓ Practice Regularly: The more you practice speaking on random topics, the more confident you'll become.
- ✓ Focus on audience: Every presentation including impromptu ones, needs to be audience-centric. Focus on what will be useful to them.

IT Policy:

- Acceptable User Policy: Defines what constitute acceptable and unacceptable use of company IT resources, including computer network, and data
- Security Policy: outline measures to protect the organization's IT infrastructure from threat such as malware, unauthorized access and data breaches.
- Data Classification Policy: Establishes guidelines for categorizing data based on its sensitivity and importance, ensuring proper handling and protection.
- Remote Access Policy: Specifies the condition under which employees can access the company's network remotely including security protocols and authentication method
- Incident Response Policy: Details the procedures for responding to IT security incidents, including detection, reporting and recovery.
- Disaster Recover Policy: Provides a plan maintaining and restoring IT operations in the event of a disaster.
- Third Party Risk Management Policy: Addresses the risks associated with third-party vendors and outlines the requirements for their access to company IT resources.