

DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT OF ASSOCIATION MEETING ON WORKPLACE ETIQUETTE ON

28TH SEPTEMBER 2021



ST.MARY'S COLLEGE (AUTONOMOUS)
Re-accredited with A+ Grade with NAAC
Thoothukudi, TamilNadu

Department of Business Administration



Cordially invites you for the

ASSOCIATION MEETING



Topic: "Workplace Etiquette "

Speaker:

Ms. Sneha Abraham
Manager- Sales,
Siemens Ltd, Chennai

Office bearers:

Ms. A. Snowphiya, President - III BBA
Ms. A. Alagu maansi, Secretary - II BBA
Ms. S. Dhanusha, Vice-president - I BBA



With special blessings from

Rev. Sr.Floria Mary, Secretary
Rev. Sr. Dr. A.S.J Lucia Rose, Principal
Rev. Sr.Josephine Jeyarani, Director, SSC



Date: 28/09/2021
Venue: Microsoft Teams
Time: 03.00pm-04.00pm

VOLTE 4G

12:02



Association Mee...

58:08 69 attendees



Abraham, Sneha (RC-IN SI R...



Murugammal V



Olive Evangelin P



Sinthiya K



Alagu M



Lakshmi Preethi



Priya Dharshini



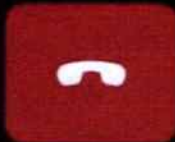
Dhanusha.S (Guest)



MuthuMeena



MR





Association Mee...
57:57 69 attendees



Together mode



Gayathri L



Dhanusha...



Sanjana .V...





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Certificate of Participation

This is to certify that Ms. S. Dhanusha of I BBA has actively participated in the Association Meeting on "Workplace Etiquette". organised by Department of Business Administration conducted on **28th September 2021**.

28/09/2021

Date of Issue

Convenor

- Department of Business Administration conducted its association meeting on 28th September 2021 at 11:00 am through Microsoft Teams on the topic “Workplace Etiquette”. Ms.SnehaAbraham ,Manager-Sales,SiemensLtd,Chennaiwas the resource person. The session was commenced by addressing the chief guests and our college dignitaries Rev. Dr. Sr. Flora Mary, Secretary of St.Mary’s College (Autonomous), Rev. Dr. Sr. A. S. J Lucia Rose, Principal of St.Mary’s College (Autonomous), Rev. Dr. Sr.JosephineJeyarani,The Director of Self Supporting Courses. The meeting was followed by the welcome address given by Ms.Snowphiya ,President of Business Administration followed by Minutes reading by Ms.AlaghuMansi Secretary of Business Administration , Subsequently, the trainer started the programme by sharing her words of experience on how to establish work place etiquette and also gave an idea about all techniques strategies to be carried out in the business environment. In between the resource person shared some useful information regarding work place and cleared the doubts and questions aroused by the students. The interactive way of the entire session gave more usefull ideas to students regarding all basic business etiquette .
- **Beneficiaries of the learning programme:**
72 Students of BBA Department were benefited from this programme.



Head of the Department

The Head
Department of Business Administration
St.Mary’s College (Autonomous)
Thoothukudi - 628 001, Tamilnadu.

B. Serena Margaret
IQAC Coordinator

IQAC Co-ordinator
St. Mary's College (Autonomous)
Thoothukudi

Lucia Rose
Principal

St. Mary's College (Autonomous)
Thoothukudi-628 001.