



MARATHWADA MITRA MANDAL'S COLLEGE OF COMMERCE

Affiliated to Savitribai Phule Pune University,
Re-Accredited by NAAC with "A" Grade

REPORT ON ONE DAY WORKSHOP ON HOW TO PREPARE A PROJECT REPORT

Date:07/03/2020

On **06th March 2020**, a one-day workshop titled "How to Prepare a Project Report" was conducted by Department of Business Administration. Total 61 students attended the session. All the faculties graced the occasion with their presence.

The program started with the welcoming of the resource person for the day, Dr. Ashwini Kulkarni. The welcome address was given by Asst. Prof. Gurmeet Kaur Rajpal and the session was taken ahead by the resource person thereafter.

The workshop aimed to provide students with comprehensive guidance and practical insights into the process of crafting effective project reports. This session focused on the fundamental components of a project report, including the executive summary, introduction, methodology, findings, conclusions, and recommendations. Emphasis was placed on the importance of clear structure, logical flow, and concise writing.

The workshop concluded with question and answer session where students cleared their doubts. Prof. Gurmeet Kaur Rajpal proposed vote of thanks and the workshop was concluded.

Dr. Ashwini Kulkarni
HOD

Dr. Devidas Golhar
Principal

