



M.C.E Society's
M. A. Rangoonwala Institute of Hotel
Management and Research, Pune
(Affiliated to Savitribai Phule Pune University)

NAAC: Criteria 5

5.1.2 Capacity building and skills enhancement initiatives



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ICT/ Computing Skills

Table of Contents

| Sr. No | Name of the capacity Development & Skills Enhancement program | Date | Topic | Page no |
|--------|---|------------|---|---------|
| 1 | ICT/Computing skills | 18/01/2019 | Demonstration of software- Front Office | 3 |
| 2 | | 18/01/2019 | Demonstration of software- Restaurant | 4 |
| 3 | | 23/09/2019 | Demonstration of software- Banquet | 5 |
| 4 | | 24/09/2021 | Guest Lecture: F & B Software | 6 |
| 5 | | 27/10/2021 | Webinar Use of Social Media in Promoting Business | 7 |
| 6 | | 2020-2021 | Computer Skills I & II Syllabus | 8 |

Activity Report

Demonstration of software

18th January 2019

M.C.E. Society's M.A Rangoonwala Institute of Hotel Management & Research had organized a visit and demonstration on Software used in Front Office department at Novotel Pune on 18th January 2019 for the first year students.

Ms. Trupti, Director of Rooms demonstrated the working of the software to the students. The demonstration helped the students in understanding the actual working of the software. **Ms. Mallika Rai, Learning & Development Manager** was also present for the session.



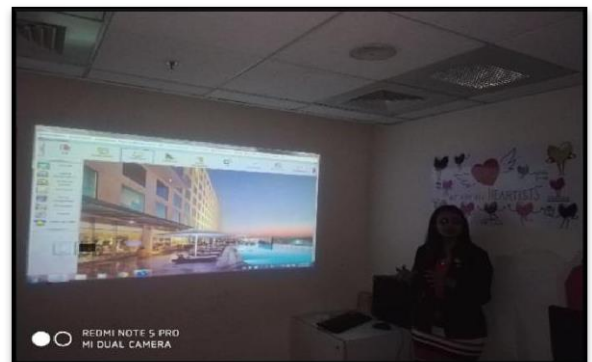
Group Photo



Group Photo



Session in Progress



Session in Progress

Asst. Prof. Vincent Kedari

Event Coordinator

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FRANTZ**

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Activity Report

Demonstration of software

18th January 2019

The first year students of M.C.E. Society's M.A.Rangoonwala Institute of Hotel Management & Research visited Chili's American Grill & Bar Restaurant at Phoenix Mall, Pune for a lecture and demonstration on Software used in restaurants on 18th January 2019.

The students were welcomed by Mr. Sahil Pandita, Restaurant General Manager and the session was conducted by our Alumni Student, **Ms. Prajkta Mane, Management Trainee - Operations**. The lecture and demonstration in particular was very helpful for the students.



Group Photo

Session in Progress



Session in Progress

Session in Progress

Asst. Prof. Vincent Kedari

Event Coordinator

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Activity Report

Demonstration of software

23rd September 2019

A demonstration on Banquet Booking Software was conducted at Sheraton Grand Pune for the Final year students of M.A. Rangoonwala Institute of Hotel Management and Research. **The session was conducted by Senior Sales Manager, Jyotika Sahani.** The session was informative and beneficial to the students.



Session in Progress



Group Photo

Asst. Prof. Vincent Kedari

Event Coordinator

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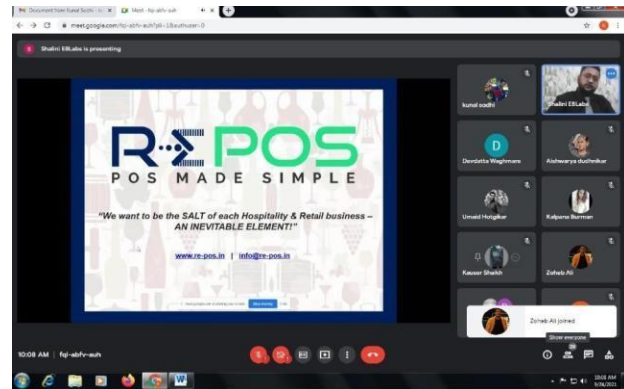
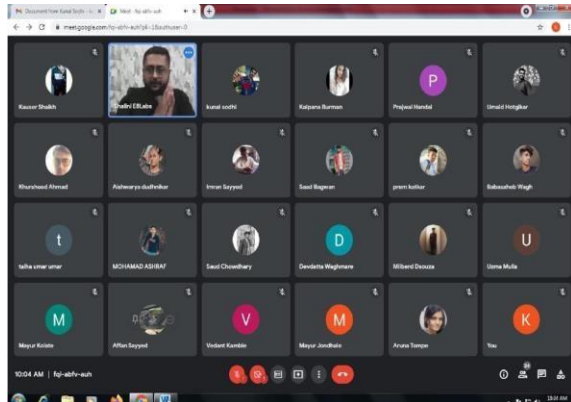
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Activity Report

Food and Beverage Software

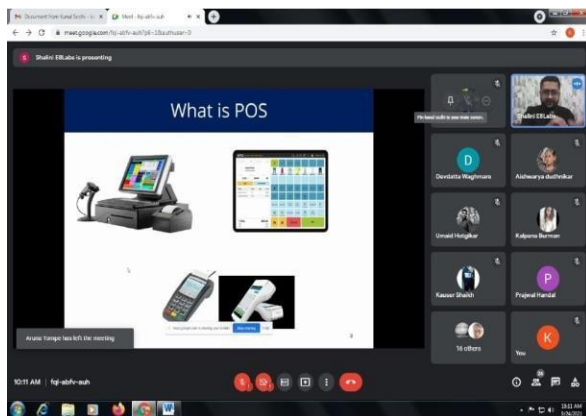
24th September 2021

M. A. Rangoonwala Institute of Hotel Management & Research organized a Guest Lecture on Food and Beverage Software for the students of S.Y. B.Sc. (HS) and T.Y.B.Sc. (HS) to explore the knowledge relevant to the topic on 24th September 2021 at 10:00 am. Application of Food and Beverage Software in restaurant and Demonstration of REPOS were explained to the students. The event was coordinated by Asst. Prof. Kunal Sodhi. The Session was led by Mr. Pranav Punjabi, Co-Founder, Resolute Solutions. The session was successful and students acquired knowledge from the expert.



Session in Progress

Session in Progress



Session in Progress

Poster

Neeraj Joshi
 Asst. Prof. Neeraj Joshi
 Event Coordinator

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Activity Report

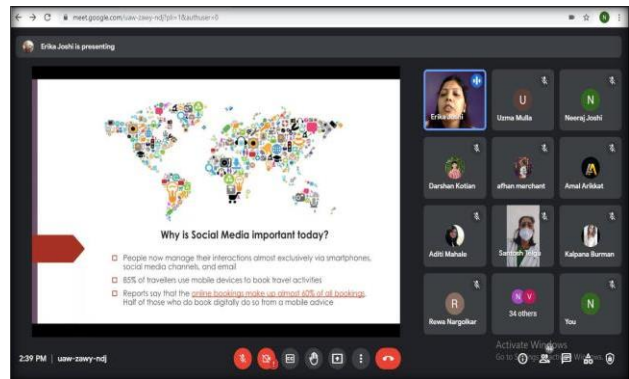
Webinar: Use of Social Media in Promoting Business

27th October 2021

M.C.E. Society's M.A. Rangoonwala Institute of Hotel Management and Research organized webinar on "Use of Social Media in Promoting Business on 27th October 2021 for B.Sc. HS students. Mrs. Erika Joshi Kannur, Sr.SEO consultant, Unyscape Infocom was the resource person for the webinar. Mrs. Erika focused on various social media platforms , need of social media for promoting business, social media usage statistics, various methods to achieve social media goals, do's and don'ts while using the social media etc.



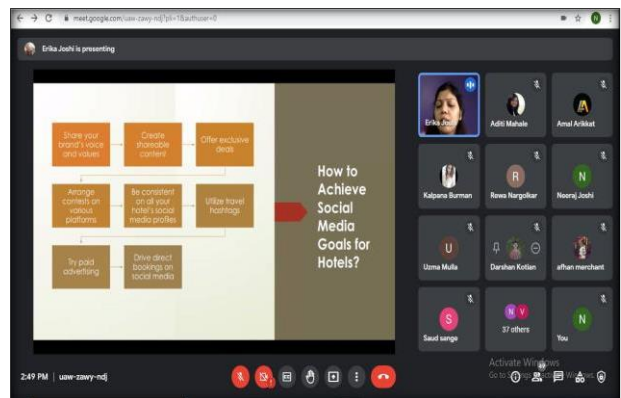
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Session in progress



Session in progress



Session in progress

Neeraj Joshi

Asst. Prof. Neeraj Joshi

Event Coordinator

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Syllabus of Computer Skills**Certificate Course - Computer Skills****For: Second Year B.Sc. (Hospitality Studies) Students****Teaching Scheme:**

| Teaching Scheme for the Course | | | |
|--------------------------------|-------------|---------------------|-------|
| Course Code | Theory Hrs. | Duration of Lecture | Total |
| CS | 40 | 1 hour | 40 |

| Chapter | Topic | Hours |
|------------------|--------------------------------------|---------------|
| Chapter 1 | Introduction | 8 hrs |
| 1.1 | Features of Computer System | |
| 1.2 | Input & Output Devices | |
| 1.3 | Softwares - System and Application | |
| 1.4 | Networks- LAN, MAN, WAN | |
| Chapter 2 | Windows | 12 hrs |
| 2.1 | MS Word | |
| 2.2 | MS Powerpoint | |
| 2.3 | MS Excel | |
| Chapter 3 | Internet | 8 hrs |
| 3.1 | History | |
| 3.2 | Pre-requisites for Internet | |
| 3.3 | Services - Chatting, Surfing, E-mail | |

| Chapter | Topic | Hours |
|------------------|---|---------------|
| 3.4 | Uploading & Downloading | |
| 3.5 | Threats - Spyware, Adware, SPAM | |
| 3.6 | Social Media Etiquettes | |
| Chapter 4 | Applications (With Practical Sessions) | 12 hrs |
| 4.1 | Canva - Banner, Poster, Brochure | |
| 4.2 | Video Making | |
| 4.3 | Google Applications | |

Course Outcome

By the end of this course students will:

1. Know about Computer applications and their importance.
2. Be able to comprehend and apply the knowledge of computer applications.
3. Be able to analyze and solve basic problems related to the use of computer applications.

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