



**SEVADAL MAHILA MAHAVIDYALAYA, NAGPUR**

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**Report of Guest lecture**

**on**

**“Etiquettes and Manners”**

**Organized by**

**B. Voc. Medical Laboratory and Molecular Diagnostic  
Technology**

**Class: First Semester and Third Semester**

**12<sup>th</sup> October 2019**

**Academic Session: 2019-2020**



**Principal**  
Sevadal Mahila Mahavidyalaya  
Umrer Road, Nagpur-9.

## Report of Guest lecture

Name of the Guest Speaker : Ln. Mrs. Manisha Thakar,  
Joint Secretary,  
Lions Club of Nagpur Legend, Nagpur

Class : B. Voc. First and Third Semester

Date : 12<sup>th</sup> October 2019

Guest Lecture was organized for the students of Bachelor of vocation (B.Voc.) Medical Laboratory and Molecular Diagnostic Technology and Industrial Waste Treatment Technology Students.

Ln. Mrs. Manisha Thakar, Joint Secretary, Lions Club of Nagpur Legend, Nagpur has completed Masters in Computer Application. She was chairperson of Jaycerette wing of JCI Nagpur, President of Lions Club Nagpur Legend and information technology chairperson of lions district 323-H1.




Mrs. S. R. Nimbarte, Nodal Officer of B. Voc. Medical Laboratory and Molecular Diagnostic Technology introducing Ln. Mrs. Manisha Thakar, Joint Secretary, Lions Club of Nagpur Legend, Nagpur to the gathering

Dr. Mrs. K. V. Dubey, Nodal Officer of B. Voc. Industrial Waste Treatment Technology felicitating Ln. Mrs. Manisha Thakar

Ln. Mrs. Manisha Thakar and Ln. Mr. Shravan Kumar, President, Lions club of Nagpur Legend, Nagpur were welcomed by Dr. Mrs. K. V. Dubey, Nodal Officer of B.Voc. Industrial Waste Treatment Technology and Mrs. S. R. Nimbarte, Nodal Officer Medical Laboratory and Molecular Diagnostic Technology of Sevadal Mahila Mahavidyalaya, Nagpur.



  
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Ln. Mrs. Manisha Thakar delivered her Lecture on the topic of Etiquettes and manners of soft skill component. Madam explained about etiquettes, good manners, personal hygiene, dressing sense, communication skills and good habits.




Thakar madam explaining about Office etiquettes


Thakar Madam further guided proper way of greeting people, personal manners when meeting new friends, manners in elevators, building vocabulary and improving languages for professional life.

Thakar Madam discussed about handshakes manners, good and bad gestures, body language. She demonstrated proper way of seat and stand, shoulder and head position, proper way to put hands in front of interview panel. She discussed about proper way dressing in college and good postures to students.

Dr. Mrs. K. V. Dubey, Mrs. S. R. Nimbarte, Dr. Ms. M.D. Giripunje, Ms. Monali Poralkar, Ms. Pranita Shukla and non-teaching staff worked hard for success of the programme.

  
Mrs. S. R. Nimbarte  
(Mrs. S. R. Nimbarte)  
Nodal Officer - B.Voc. Course  
Medical Laboratory & Molecular  
Diagnosis Technology  
Sevadal Mahila Mahavidyalaya, Nagpur



  
(Prof. Pravin Charde)  
Principal  
Sevadal Mahila Mahavidyalaya  
Nagpur