



POORNIMA

COLLEGE OF ENGINEERING

Promoted by Shanti Education Society, Affiliated to Rajasthan Technical University & Approved by AICTE

Report On Session On

“PRESENTATION PREPARATION ON MS POWER POINT”

NAME OF ACTIVITY: Presentation Preparation on MS PowerPoint

DATE & DURATION: November 16, 2021

TYPE OF ACTIVITY: Department of Civil Engineering

OBJECTIVE:

- Identify the names and functions of the PowerPoint interface.
- Create, edit, save, and print presentations.
- Format presentations.
- Add a graphic to a presentation.
- Create and manipulate simple slide shows with outlines and notes.

EXPERT SESSION CONTENT: Create a new presentation. ♣ Edit a presentation in normal view. ♣ Add pictures to a presentation. ♣ Print and view a presentation. ♣ Format numbered and bulleted lists. ♣ Insert text boxes and shapes. ♣ Format objects. ♣ Remove picture backgrounds and insert WordArt. ♣ Create and format a SmartArt graphic. ♣ Customize slide backgrounds and themes. ♣ Animate a slide show. ♣ Insert a video. ♣ Create and modify tables. ♣ Create and modify charts.

EXPECTED OUTCOMES:

- Examine slide show presentation concepts and explore the Microsoft Office PowerPoint environment.
- Create a new presentation.
- Modify presentation themes.
- Add and edit text to slides.
- Add new slides to a presentation.
- Insert clipart images and shapes to slides.

- Insert and modify tables and charts.

RESOURCE PERSON:

- DR. MANOJ GATTANI, Faculty, Poornima College Of Engineering, Jaipur

SUMMARY:

- **Date:** 16th November 2021
- **Time:** 12:00 PM to 02:00 PM
- **Expert:** DR. MANOJ GATTANI, Faculty, Poornima College Of Engineering, Jaipur
- **Venue:** CG-04
- **Targeted Audience:** II Year Students
- **No. of Participant:** 48

Q-Sheet:

- **Date:** 16th November 2021 **Time:** 12:00 PM to 02:00 PM
- **Venue:** CG-04

Q-Sheet

S. No	Activity	Duration	Time
1.	Welcome DR. MANOJ GATTANI, Assistant Professor , Poornima College Of Engineering, Jaipur	05 Min	12:00 PM -12:05 PM
2.	Session by DR. MANOJ GATTANI, Assistant Professor , Poornima College Of Engineering, Jaipur	110 Min	12:05 PM -01:55 PM
3.	Vote of thanks by Dr. Pran Nath Dadich, Professor, Department of CE, PCE, Jaipur	05 Min	01:55 PM -02:00 PM

Glimpse of the program:



**Session
On
“Presentation Preparation on MS Point”**

16th November 2021

FEEDBACK:

The overall feedback from the students was excellent. Participants has given positive remarks about session.

ATTENDANCE SHEET:

Poornima College of Engineering		
Department of Civil Engineering		
List of Students (Session 2021-22) - II Year		
B. Tech. (Civil Engineering)		
S. No.	Enrolment ID / College ID	Name of the Student
1	PCE20CE001	AADITYA JANGIR
2	PCE20CE002	ABHINAV SHARMA
3	PCE20CE003	ABHISHEK BHUKAR
4	PCE20CE004	ABHISHEK SAINI
5	PCE20CE005	AJAY KUMAR
6	PCE20CE007	ARVIND KHATIK
7	PCE20CE008	ARYAN DIWALA
8	PCE20CE009	ASHOK KUMAR
9	PCE20CE010	BHUPENDRA KUMAR
10	PCE20CE011	CHIRAKSHI AGARWAL
11	PCE20CE012	HARISH KUMAR CHAUHAN
12	PCE20CE013	HEMANT SAINI
13	PCE20CE014	HIMANSHU SHARMA
14	PCE20CE015	JASWANT SINGH
15	PCE20CE016	JATIN MEENA
16	PCE20CE017	JEETKESH MEENA
17	PCE20CE018	KAMAL KANT BAIRWA
18	PCE20CE019	KOMAL KUMARI
19	PCE20CE020	KRIYANSHU MEENA
20	PCE20CE021	KUNAL MATTED
21	PCE20CE022	LEKHRAJ MEENA

22	PCE20CE023	MSKIRAN GAUD
23	PCE20CE024	MSLAKSHITA KANWAR SOLANKI
24	PCE20CE025	MSSAKSHI SHARMA
25	PCE20CE026	MSSALONI TABIYAR
26	PCE20CE027	NISHANT MEENA
27	PCE20CE029	NITIN KUMAR BANSHIWAL
28	PCE20CE030	PRANSHUL JAIN
29	PCE20CE031	PRATEEK SHARMA
30	PCE20CE032	PRAVEENDER SINGH
31	PCE20CE035	SACHIN KUMAR MEENA
32	PCE20CE036	SACHINDRA SINGH OLA
33	PCE20CE038	SHIVANSH NARANIYA
34	PCE20CE039	SHREYANSH HARSANA
35	PCE20CE040	SHUBHAM GARG
36	PCE20CE041	SHUBHAM MEENA
37	PCE20CE042	SINDHU KUMARI
38	PCE20CE043	SURESH JAT
39	PCE20CE044	TANNU YADAV
40	PCE20CE045	TOUFEEQ SHEIKH
41	PCE20CE046	VIJENDRA KUMAWAT
42	PCE20CE047	VIKAS DHUKIYA
43	PCE20CE048	VIKAS KHATRI
44	PCE20CE049	VINOD JAT
45	PCE20CE050	VIRENDRA SONI
46	PCE20CE051	VISHAL KAROL
47	PCE20CE052	HARSHIT SHARMA
48	PCE20CE053	HARSHIT KUMAR TAITER

FEEDBACK FORM:

QuestionsResponsesSettings

Feedback and Assessment Form- RTU (ATU)

An A Report on Presentation Preparation on MS Point 16th November 2021

POORNIMA COLLEGE OF ENGINEERING, JAIPUR

POORNIMA COLLEGE OF ENGINEERING, JAIPUR
RAJASTHAN TECHNICAL UNIVERSITY, KOTA
RTU (ATU) TEQIP-III PROJECT
SESSION 2021-2022

B *I* U

Email *

Valid email address

This form is collecting email addresses. [Change settings](#)

Name of Participant with title (Dr./Mr./Mrs/Ms.) *

Short-answer text

Question

☐ Option 1

Institute Name *

Short-answer text

After section 1 Continue to next section

Section 2 of 2

Feedback Form

Description (optional)

Kindly provide us your valuable feedback about the course (10 is the highest grade).
Description (optional)

Your experience about the course. *

12345678910

☐☐☐☐☐☐☐☐☐☐

Knowledge enhancement. *

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Relevancy of topics. *

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About speakers. *

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☐☐☐☐☐☐☐☐☐☐

In future do you want to attend such courses conducted by this institute (Poornima College of Engineering)?

☐ Yes
☐ No

If No, Why?

Long-answer text

Topic that can be covered in the next course? *

Short-answer text

Knowledge gain by the course. *

Short-answer text

FEEDBACK ANALYSIS:

Note: Questions were asked on a scale of 1 to 10

