

REPORT

on

ADD ON COURSE ORIENTATION

On 11th december, 2023 at 12.00 PM, Seminar hall
Organized by Department of association in association with IQAC
Grace valley College of Arts and Science, Maravattam

21

Date:- 03/01/2024

Meeting - 12.

Commerce Department meeting was conducted on 03/01/2024 at 3:10 pm at Department Room under the chairmanship of HOD.

Agenda:-

- 1- welcoming and approval of agenda.
- 2- Approval previous minutes of meeting.
- 3- IV.
- 4- Commencement of second semester classes.
- 5- Result analysis of fifth semester.
- 6- AOB.

Attendees:-

- 1- Mohammed Rishad TP
- 2- Sabitha C
- 3- Faseena Kalodi
- 4- Abdu Rehman W
- 5- Mohammed Nishad. TP
- 6- Fajira G

Decisions :-

- 1- Mohammed Nishad welcomed the member to the meeting and the agenda was approved without modification.
- 2- Previous minutes of meeting approved without amendment.
- 3- As per amendment of college council regarding tour, the dept. of commerce decided to cancel existing tour plan and selected new plan, that is to go to Chennai, Agra and Mahali.

5:- Fifth Semester results of 2021-2024 batch was published and evaluated in the meeting. 93.3% of students passed in all the subjects, 6.7% of students failed in some of the papers.

4- As per the decision of college council, it was decided to commence the second semester classes from 08-01-24.

6. AOB

The meeting was adjourned at 4:30 pm.

OBJECTIVES

- Introduce participants to the fundamentals of accounting with Tally software,
- Emphasizing its practical applications in various business scenarios.

Target audience

- ❖ All BCOM first, second and third year students

Resource person

- JABIR SIDHEEK (Infotainment specialist)

Permission request

MOHAMMED RISHAD TP
HOD, Department of Commerce
Rishadtp@gracevalleycollege.ac.in
10/12/2024

Dr. CPAYOOB KEYI
Principal
Grace Valley College of Arts and Science
Sub: Permission to conduct commerce association inauguration
Dear Sir,

I am writing to formally request permission to conduct add on course orientaion programme at our esteemed institution. We plan to organise the on **11 december 2024, from 12:00 pm to 2:30 pm**, at seminar hall. We are honoured to extend an invitation to **Mr JABIR SIDHEEK (Infotainment specialist)**.His valuable insights and experiences will undoubtedly inspire and motivate our students.

We sincerely hope that you will grant us the permission to proceed with this event. Thank you for condidering our request. We look forward to our positive response.

Yours sincerely,

MOHAMMED RISHAD TP
Assistant professor, Department of commerce
HOD, Department of Commerce
Rishadtp@gracevalleycollege.ac.in

Permission Granted
AB
10/12/24

Notice to Association Members

NOTICE

Dear Members,

Department of commerce in association with IQAC, scheduled to conduct add on course orientation programme for the members of commerce association on 11nd December 2024, from 12.00 Pm to 2:30 pm in the college seminar hall. All are requested to attend the programme without fail.

I appreciate your support and cooperation in this regard.

Coordinator, commerce association

ADD ON COURSE ORIENTATION

Organized by

DEPARTMENT OF COMMERCE

Grace Valley College of Arts and Science, Maravattam

PROGRAMME NOTICE

Date : 11/12/2024,

Time : 12.00 Pm to 2.00 pm

- Welcome speech** : RISHAD TP (HOD,Department of Commerce)
- Presidential address** : NISHAD KP(Add on course coordinator)
- Inauguration** : Dr, CP AYYOOB KEYI (Principal, Grace Valley College)
- Introduction by** : ABDUL NASEER(CEO of SMART accounting)
- Resource person** : **JABIR SIDHEEK** (infotainment specialist)
- Felicitation** :SHIBU JOHN (HOD, Department of management)f
: JASNA (HOD, Department of commerce)
: SREEJITH (HOD, PG Department of chemistry)
- Vote of Thanks** : DILSHANA (Association secreterary)



GRACE VALLEY
COLLEGE OF ARTS & SCIENCE

SMART
ACCOUNTING TAX SOLUTION AND EDUCATION CENTRE

P R E S E N T S

add on Course orientation class



CLASS LEAD BY
JABIR SIDHEEK
(Infotainment Specialist)

INAUGURATION BY



Dr. AYYOOB C P
(Principal of
Grace Valley College)

WELCOME SPEECH BY



**MOHAMMED
RISHAD TP**
(H.O.D of Commerce
Department)

INTRODUCTION BY



ABDUL NASEER
(CEO of Smart
Accounting)



Dec **11** Monday
2023 12:00 PM



Grace Valley College of
Arts & Science, Maravattam,
Chengottoor, Valanchery

PHOTOS





REPORT

The orientation class served as a valuable introduction to accounting with Tally, equipping participants with the knowledge and skills necessary to effectively utilize the software in professional settings. The department of Commerce Grace Valley College of Arts and Science Maravattam, conducted an add-on course orientation class for commerce students. The events started with a welcome speech delivered by Mr. Rishad TP, head of the department of Commerce. Mr. Mohammed Nishad KP, Coordinator of the add-on course, delivered the presidential address. The official inauguration of this orientation class was done by Dr. Ayyoob Keyi, Principal Grace Valley College, who graced the occasion and officially inaugurated the commerce club.

Mr. Abdul Naseer, CEO of SMART accounting, introduced about Tally software. The session was handled by Mr. JABIR SIDHEEK, who gave insight into the importance of accounting software programmes. Felicitation was extended to Mr. Shibu John, HOD Department of Management, and Mr. Shreejith, HOD of Chemistry. The vote of thanks was delivered by Miss Dilshana, Association Secretary.

Mr. Jabir Sidheek commenced his session with an overview of Tally software, highlighting its significance in modern accounting practices. The class explored Tally's customization features, enabling users to tailor the software to their specific business requirements. The orientation class served as a valuable introduction to accounting with Tally, equipping participants with the knowledge and skills necessary to effectively utilize the software in professional settings. A dedicated question-and-answer session facilitated participant engagement, addressing queries and clarifying doubts regarding Tally usage and application.

Participants list

ADD ON COURSE ORIENTATION PROGRAMME 11/12/24
Grace Valley College of Arts and Science, Maravattam

SL/NO	Name of Participants	class	signature
1	HANISH BASIL AP	Bcom CA	[Signature]
2	SHIFAN	"	[Signature]
3	SABIR	"	[Signature]
4	SINAN . MP	"	[Signature]
5	MINHAJRASHA	"	[Signature]
6	MUHAMMED		[Signature]
7	ABHITITHI		[Signature]
8	SINAN - C		[Signature]
9.	IRFAN - K		[Signature]
10	ADHIL MOD		[Signature]
11	Fathima Ifiba		[Signature]
12	Hisana ck		[Signature]
13	Safna shes.		[Signature]
14	mehsina nasain		[Signature]
15	Busthena shain		[Signature]
16	Rubaena yasmin		[Signature]
17	Kisna nasain		[Signature]
18	Hisana Parveen		[Signature]
19	shifana shain		[Signature]
20	Jishang kinst		[Signature]
21	Fahimidha.		[Signature]
22	Ansila.		[Signature]
23	Subail		[Signature]
24	shamra		[Signature]
25	Masbaha		[Signature]
26	Muhammed Shaiq		[Signature]
27	no mohamed Rishard P		[Signature]
28	Mohammad shamil		[Signature]
29	Fahad Abdulrahman Isqay		[Signature]
30	Muhammed Saoud		[Signature]
31	Kiran Raj k.		[Signature]
32	Fathima sana .M		[Signature]
33	fidha .M		[Signature]
34	Rufaida .		[Signature]
35	Ashwar Sadoh		[Signature]
36	shahla shamin		[Signature]
37	Satar mahmood		[Signature]
38	Faiyas		[Signature]
39	Ashraf		[Signature]
40	Shahim		[Signature]
41	Muqeena .k		[Signature]

42	Muhammed Muhsin.P	B.com 2 nd	Handwritten signature
43	Mohammed Hafsai.T	B.com 2 nd	Handwritten signature
44	Mohammed Asjad.c	B.com CA 1 st	Handwritten signature
45	Mashhood Sinan.kip	B.com finance	Handwritten signature
46	Muteena.k	B.com CA	Handwritten signature
47	Fathima Sidiq.m	"	Handwritten signature
48	Muhammed Muteed.c	B.com 2 nd	Handwritten signature
49	Muhammed Fawas.N	B.com 2 nd	Handwritten signature
50	Nihal Bin Abdul Gafoor .v.T	B.com 2 nd	Handwritten signature
51	Mohammad Naseeh.M	B.com 2 nd	Handwritten signature
52	Munaviz -c.P	B.com II nd	Handwritten signature
53	Muhammed Saqad	B.com CA 1 st	Handwritten signature
54	Shaahim -N	B.com CA I st	Handwritten signature
55	Muhammed Sinan.e	B.com CA 1 st	Handwritten signature
56	Muhammed Asraaf.P.P	B.com CA I st year	Handwritten signature
57	Muhammed Sameem	B.com 2 nd	Handwritten signature
58	Abdul Jalees kp	B.com 2 nd	Handwritten signature
59	Maddhan	B.com 2 nd	Handwritten signature
60	Has m hd K	B.com 2 nd	Handwritten signature
61	Rabeeh	B.com 2 nd	Handwritten signature
62	MUHAMMED SINAN.C	B.com.2nd	Handwritten signature
63	Muhammed Rashed V.K	B.com.2nd	Handwritten signature
64	Vishnu Raj P.L	B.COM 2 nd	Handwritten signature
65	Shabeek -K-C	B.COM 2 nd	Handwritten signature
66	Mohamed Rishad.T	B.com 2 nd	Handwritten signature
67	Muhammed Shibili c.P	B.com 2 nd	Handwritten signature
68	Muhammad 'Munshir.kp	B.com 2 nd	Handwritten signature
69	Mohammad Ashraf PK	B.com 2 nd	Handwritten signature
70	Mohammed Al Ameen vk	B.com 2 nd	Handwritten signature
71	Adil.v	B.com 2 nd	Handwritten signature
72	Mohammed haali kv	B.com 2 nd	Handwritten signature
73	Muhammed Yaseen.v	B.com 2 nd	Handwritten signature
74	Islamudheen.c	B.com 2 nd	Handwritten signature
75	Mohamed Sinan M.C	B.com 2 nd	Handwritten signature
76	Anshid.c	B.com 2 nd	Handwritten signature
77	Mohammed MAHSHOOR-C	B.COM 2 nd	Handwritten signature
78	Kiran Raj k.p	B.com CA 1 st	Handwritten signature
79	Muhammed Irfan-c	B.com CA 1 st	Handwritten signature
80	Safar Mahmood PP	B.com CA 1 st	Handwritten signature
81	Sajeek	B.com CA 2 nd	Handwritten signature
82	Mohammed Shamil	B.com CA 1 st	Handwritten signature

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Name *Rishu TP*
 Signature *[Signature]*
 IQAC co ordinator

Name *Jabis. Sideek*
 Signature *[Signature]*
 chief guest

Name
 Signature *[Signature]*
 Principal *10/12/24*

Date : 11/12/24

Place: Maravattam