

Self Quenchable

M. Janakiram
In-charge Principal

Agarpet Original against
Rs. 25,000/- Actual Chikistaker
money sent to Rs 1000/- The date
of attendance card Charles Brown by
family's duty, to be signed by Principal, & entered in

L. Janakiram
for original

[illegible]

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to
The Herb Manager,
Herb of India,
University College, Congress Education Centre,
Mumbai 400 004, India

[illegible]

From 10-01-2017 to 02-02-2017

Sl No	Name of the Faculty	Phone Number No	Amount Paid
1	Dr M Prabakaran Kumar Lecturer in Commerce	9646110710/962983	40000
2	Dr V Vijay Shankar Lecturer in Commerce	9633100910/1523	36000
3	Dr G Chandrababu Lecturer in Commerce	9636110210/6426	70000
		Total Rs	146000

Index Secretariat

BADRUKA COLLEGE OF COMMERCE & ARTS Kachiguda, Hyderabad

18th January 2017

Note to the Principal:

The following Faculty Members have been requested to take remedial classes for B.Com (Gen / Comp) II & III year students in the following subjects from 19th January 2017 at 1.20 to 3 p.m. & 3 p.m. to 4.40 p.m.

Sr. No.	Name of Faculty	Subject	No. of days	No. of hours per day	Remuneration (Rs.) Per Day	Total
1	Sr M. Pradeep Kumar	Corporate Accounting	10	2	500	5000
2	Sr G. Vijaya Bhaskar	Advanced Accounting	10	2	500	5000
3	Sr G. Chandra Sekhara	Taxation	10	2	500	5000
4	Sr G. Chandra Sekhara	Advanced Corporate Accounting	10	2	500	5000
5	Sr Mahesh Lakshman	Arabic - I	10	2	500	5000
Total						25000

Kindly approve.

(Signature)
18/1/17
M. Janakiram
Incharge Principal

BADRUKA COLLEGE OF COMMERCE & ARTS

Schedule of 90 hours of CPE in 3 Phases

- Phase 1: - 30 hours
- Phase 2: - 30 hours
- Phase 3: - 30 hours

No.	Topics	Number of Hours
1.	Analysis of the Accounting Results	2
2.	Income Statement	2
3.	Balance Sheet	2
4.	Statement of Financial Position	2
5.	Statement of Cash Flows	2
6.	Ratio Analysis	2
7.	Statistical Methods	2
8.	Correlation Analysis & Regression	2
9.	Language Learning	2
10.	Public Speaking	2
11.	Public Speaking Practice	2
12.	Self Interpretation	2
13.	Analysis of the	2
14.	Politeness	2
15.	Etiquette & Manners	2
16.	Time Management	2
17.	Project Management & Software	2
18.	Research	2
19.	Topics for Presentation & Project Work	2
20.	Presentation of Projects	2

Phase 2: 30 hours (Hours 1 to 30)

No.	Topics	Number of Hours
1.	Research	2
2.	Language Proficiency	2
3.	Group Discussions & Debates	2
4.	Interviews	2
5.	Mock Interviews	2
6.	Corporate Professional	2