

GOVERNMENT ENGINEERING COLLEGE, GANDHINAGAR

Nr. Animal Vaccine Institute, Sector-28, Gandhinagar - 382 028

IC DEPARTMENT

Webinar Report

1. DATE:

31/07/2021

2. PLACE:Google Meet

3. OBJECTIVE OF THE WEBINAR:

To familiarize final and pre-final year students with the format and content to be written in a resume.

4. WEBINAR COORDINATORS, GEC-GANDHINAGAR

Prof. A.N. Bokade

5. SPEAKER

Prof. Dhavani Pandya, St. Kabir Institute of Professional Studies, Ahmedabad.

6. WEBINAR DETAIL:

Students of sem-5 and sem-7 (IC) attended the WEBINAR on the platform of GOOGLE MEET, where Prof. Dhavani Pandya conducted a lecture on RESUME WRITING.

The webinar started with introduction of the faculty. After introduction speaker shared a story about a person who didn't have an email id. The difference between a RESUME and a C.V. were briefed & following topics were addressed during webinar.

What is a resume?

Purpose of resume.

How to prepare of resume?

Format of resume.

Key elements in a resume.

Types of resume.

Dos and don'ts in a resume

Cover letter.

In the end was the Q and A session to clear the doubts of attendees.

The webinar was very informative and useful for students to build the resume for representing their candidature .

7. Photographs:

The image shows two screenshots of a Google Meet webinar titled "Online Webinar on 'Resume Writing'".

Top Screenshot: The main content area displays a slide titled "What Will We Cover?". The slide lists the following topics:

- what is a Resume?
- Its Purpose
- How to Prepare
- Format
- Key Elements of a Resume
- Types of Resumes
- Do's and Don'ts
- Cover Letter Basics
- Questions

The participant grid on the right includes Dhvani Joshi (presenting), Tejal khunti, Tushar Patel, shubh rana, Nishtha Acharya, Jigar Bhatt, Jheel Shah, 37 others, and You.

Bottom Screenshot: The main content area displays a slide titled "What it really is!". The slide lists the following points:

- You
- A reflection of who you are
- A "sales document"

A blue arrow points to the title "What it really is!". The participant grid on the right includes Dhvani Joshi, Jheel Shah, Tejal khunti, shubh rana, Nishtha Acharya, Jigar Bhatt, 35 others, and You.