

Koyana Education Society, Patan
Balasaheb Desai College, Patan
Department of Statistics

Activity Report
on

Add on Course

Koyana Education Society, Patan
Koyana Education Society, Patan
Balasaheb Desai College, Patan
Activity Report
Academic Year 2023-2024

Name of the Activity: "Add on Course"

Number of Participants: 10

Date : 12/07/2023 to 18/07/2023

Venue: Department of Statistics

Topic: Add-on Course on "Excel Skills for Data Analytics"




Students Participation in Add-on Course


Objective: The main objective of the course is to increase the use of software skill among the students

Report of the Activity:

This course was conducted during the period of 12/07/2023 to 18/07/2023. Each student who was successfully completed this course was awarded by certificate. Dr. Supanekar S. R.(coordinator) is worked as a Resource Person for this course. The output of this course is the students shall become confident and they acquire the knowledge requires to perform data analysis activities using MS-Excel


Convenor
Dr. S. R. Supanekar
DEPARTMENT OF STATISTICS
Balasaheb Desai College, Patan,
Tal. Patan, Dist. Satara


IQAC Coordinator
Dr. Hemlata Kate
Dr. Hemlata V. Kate
Coordinator, IQAC
Balasaheb Desai College, Patan


Principal
(Dr. S. D. Pawar)
Principal
Balasaheb Desai College, P
Tal. Patan Dist. Satara

Academic Year 2023-2024

Coordinator	Dr. Supanekar S. R, Head of the department of Statistics
Resource Person	Dr. Supanekar S. R, Head of the department of Statistics
Participation	B.SC. II Students
Durations	12/07/2023 to 18/07/2023

Sr. No.	Name of Participants	Excellent	Very good	Good	Average	Sign of Participants
1]	Kadam Tejaswini	✓				Hassini
2]	Mali Samiksha		✓			Heli
3]	Surle Sanket		✓			S.S. Surle
4)	More Dhruaj		✓			Dhruvaj More
5)	Purohit Vidya	✓				Vidya Purohit
6]	Kalake Sayali	✓				Sayali Kalake
7)	Malgade Archana	✓				Archana Malgade
8)	Desai Prathmesh Anil	✓				Prathmesh Desai
9)	Shelar Sakshi D.	✓				Sakshi Shelar
10)	Desai Ritachinmay R		✓			Ritachinmay Desai
11)	Chavan Shail S.		✓			Shail Chavan

Excellent 06	Very good 05	Good —	Average —	Total 11
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DEPARTMENT OF STATISTICS
Balasahed Desai
Tal. Patan, Dist. Satara

BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS
Organized

Add-on Course: 2023-2024

EXCEL SKILLS FOR DATA ANALYTICS

The department of Statistics organized Add-on Course on “**Excel Skills for Data Analytics**” for B.Sc. Part II Students for the academic year 2023-2024. The main objectives of this course are:

- 1) Create, format, and manipulate spreadsheets using MS-Excel
- 2) Efficiently organize and manage real life datasets within MS-Excel workbooks
- 3) Efficiently manipulate the data in MS-Excel using tools in MS-Excel
- 4) Visualize the data using MS-Excel
- 5) Develop a deep understanding of formulas and functions in MS-Excel, enabling them to perform various statistical operations

This course was conducted during the period of 12/07/2023 to 18/07/2023. Total number of beneficiaries for this course is 10. After completion of this course the students’ knowledge was checked through Examination. Each student who was successfully completed this course was awarded by certificate. Dr. Supanekar S. R.(coordinator) and Mr. Anil Sutar are worked as a Resource Person for this course. The output of this course is the students shall become confident and they acquire the knowledge requires to perform data analysis activities using MS-Excel

Outcomes: The students shall become confident and they acquire the knowledge requires to perform data analysis activities using MS-Excel.



Estd-1969

KOYANA EDUCATION SOCIETY'S

BALASAHEB DESAI COLLEGE, PATAN

(Arts, Science, Commerce, Vocational)

(Patan-415206, Dist-Satara.(Maharashtra) NAAC Accredited: A+

(02372)283047, Fax.(02372) 283279, E-mail-str_bdc@rediffmail.com

Ref. No:-

Date: 03 / 07 /2023

To,
Prof. A. T. Sutar
Head,
Department of Compute Applications
B.D. College, Patan
Tal. Patan. Dist. Satara

Subject: Formation of Syllabus for Add-on Course in "Excel Skills for Data Analytics"

Respected Sir,

We are pleased to invite you as a member of Board of Studies for the formation of syllabus of Add-on Course in "Excel Skills for Data Analytics". The course will be conducted in the Academic Year 2023-24 for Second Year students of Statistics.

A meeting of the Board of Studies is convened on 06/07/2023 at 11:30 a.m. in the Department of Statistics, Balasaheb Desai College, Patan. You are requested to reach the college at 11:30 a.m.

Thanking you,

Convener

Add-on Course

Department of Statistics

B. D. College, Patan



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Principal
Dr. S. D. Pawar

Ref. No:-

Date: 03 / 07 /2023

To,
Prof. Mrs. A. R. Mane
Assistant Professor,
Department of Compute Applications
B.D. College, Patan
Tal. Patan. Dist. Satara

Subject: Formation of Syllabus for Add-on Course in "Excel Skills for Data Analytics"

Respected Sir,

We are pleased to invite you as a member of Board of Studies for the formation of syllabus of Add-on Course in "Excel Skills for Data Analytics". The course will be conducted in the Academic Year 2023-24 for Second Year students of Statistics.

A meeting of the Board of Studies is convened on 06/07/2023 at 11:30 a.m. in the Department of Statistics, Balasaheb Desai College, Patan. You are requested to reach the college at 11:30 a.m.

Thanking you,


3/7/23

Convener

Add-on Course
Department of Statistics
B. D. College, Patan

Koyana Education Society, Patan
BALASAHEB DESAI COLEGE, PATAN
DEPARTMENT OF STATISTICS

Add-on Course: 2023-2024
EXCEL SKILLS FOR DATA ANALYTICS

Members of Board of Studies

- 1) **Prof. A. T. Sutar**
Head,
Department of Compute Application
B.D. College, Patan
- 2) **Prof. Mrs. A. R. Mane**
Assistant professor,
Department of Compute Application
B.D. College, Patan
- 3) **Dr. S. R. Supanekar**
Associate Professor,
Department of Statistics
B.D. College, Patan



Convener
Add-on Course
Department of Statistics
B. D. College, Patan

**Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS**

B.O.S. Meeting for preparation of syllabus

July 04, 2023

Notice

All members of the B. O. S. Committee are hereby informed that the meeting will be held on July 06, 2023 at 11:30 a.m. in the Department of Statistics, Balasaheb Desai College, Patan to transact the following Issue.

Agenda:-

- 1) Preparation of syllabus for add-on course in MS-Excel for B.Sc. II students.


Department of Statistics
B. D. College, Patan

Koyana Education Society, Patan
BALASAHEB DESAI COLEGE, PATAN
DEPARTMENT OF STATISTICS

B.O.S. Meeting for preparation of syllabus

July 06, 2023

Details of the meeting and B.O.S. Body




Minutes:-

The meeting was held on July 06, 2023 at 11:30 a.m. in the Department of Statistics Balasaheb Desai College, Patan.

The following issue was discussed and executed:

- 1) Preparation of syllabus for add-on course in MS-Excel for B.Sc. II students.

Members Present:

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Supanekar S. R. Associate professor, Department of Statistics B.D. College, Patan	Chairperson	
2	Prof. A. T. Sutar Head, Department of Computer Application B.D. College, Patan	Member	
3	Prof. Mrs. A. R. Mane Assistant professor, Department of Computer Application B.D. College, Patan	Member	

Note:- The final Syllabus is attached herewith.

Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN

DEPARTMENT OF STATISTICS

Add-on Course : 2023-2024

EXCEL SKILLS FOR DATA ANALYTICS

1. Name of the course: Excel Skills for Data Analytics

2. Course outcomes:

Upon successful completion of this course students will be able to,

- 1) Create, format, and manipulate spreadsheets using MS-Excel
- 2) Efficiently organize and manage real life datasets within MS-Excel workbooks
- 3) Efficiently manipulate the data in MS-Excel using tools in MS-Excel
- 4) Visualize the data using MS-Excel
- 5) Develop a deep understanding of formulas and functions in MS-Excel, enabling them to perform various statistical operations

3. Duration : 30 hours

4. Examination System : 20 Marks :Theory and 30 Marks : Practical
For passing minimum marks required: 40 %

SYLLABUS

[12 hrs]

Theory:


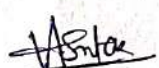

- Unit 1** Enter data in various formats: number, currency, accounting, date, time, percentage, fraction, scientific, texts. **Basic Tools:** Find and replace, Sort and filter: Number filters, text filters, date filters, color filters, **Creating charts and graphs:** Create a new chart, Add additional data series, Switch between rows and columns in source data, Resize charts, Add and modify chart elements, Apply chart layouts and styles, Simple bar diagram, subdivided bar diagram, multiple bar diagram, pie chart, Insert text boxes and shapes, insert images
- Unit 2** **Basic mathematical and trigonometric function:** ABS, COMBIN, COS, EXP, FACT, GCD, INT, LCM, LN, LOG, MDETERM, MINVERSE, MMULT, MOD, POWER, PRODUCT, QUOTIENT, RAND, RANDBETWEEN, ROUND, SIGN, SIN, SQRT, SUM, SUMIF, etc.
- Unit 3** **Statistical Functions:** AVERAGE, AVERAGEA, AVERAGEIF, AVERAGEIFS, CORREL, COUNT, COUNTA, COUNTBLANK, COUNTIF, COUNTIFS, FREQUENCY, GEOMEAN, HARMEAN, KURT, LARGE, MAX, MEDIAN, MIN, SKEW, SMALL, STDEV, VAR Functions for computing PMF/PDF, CDF, Probabilities of the distributions: Discrete Uniform Binomial, Hypergeometric, Poisson, Geometric, Negative Binomial
Logical functions: IF, AND, NOT, OR, TRUE, FALSE

[18 hrs]

Practical:

- 1) Visualizing Data using MS-Excel
- 2) Using Find and replace, Sort and filter tools in MS-Excel
- 3) Use of different functions in MS-Excel
- 4) Using Mathematical and Trigonometric functions in MS-Excel
- 5) Using Statistical Function in MS-Excel
- 6) Probabilities and Inverse Probabilities using MS-Excel

Members Present:

Sr. No.	Name of the Member	Designation	Signature
1	Dr. Supanekar S. R. Associate professor, Department of Statistics B.D. College, Patan	Chairperson	
2	Mr. A. T. Sutar Head, Department of Computer Application B.D. College, Patan	Member	
3	Mrs. A. R. Mane Assistant professor, Department of Computer Application B.D. College, Patan	Member	



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Date: 06 / 07 / 2023

Ref. No:-

To,
Prof. A. T. Sutar
Head,
Department of Compute Applications
B.D. College, Patan
Tal. Patan. Dist. Satara

Subject:- A Letter of Appreciation

Respected Sir,

We express our wholehearted thanks to you for accepting our invitation as a member of Board of Studies for the formation of syllabus of Add-on Course in "Excel Skills for Data Analytics". We highly appreciate you for sparing your valuable time for framing the syllabus of this course on 06/07/2023. Your kind cooperation and support is expected even in future.

Thanking you,


Convener

Add-on Course
Department of Statistics
B. D. College, Patan



Principal
Dr. S. D. Pawar

Estd-1969

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Ref. No:-

Date: 06 / 07 / 2023

To,
Prof. Mrs. A. R. Mane
Assistant Professor,
Department of Compute Applications
B.D. College, Patan
Tal. Patan. Dist. Satara

Subject:- A Letter of Appreciation

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Convener

Add-on Course
Department of Statistics
B. D. College, Patan

**Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS**

**Add-on Course : 2023-2024
Excel Skills for Data Analytics**

July 04, 2023

NOTICE

All the students of B.Sc. Part - II are hereby informed that the department of Statistics is going to organize Add-on Course in "Excel Skills for Data Analytics" During 12/07/2023 to 18/07/2023. All interested students should contact to Course Coordinator Dr. Supanekar S. R.


Department of Statistics

Balasaheb Desai College, Patan

Koyana Education Society, Patan
BALASAHEB DESAI COLEGE, PATAN
DEPARTMENT OF STATISTICS
Add-on Course : 2023-2024
EXCEL SKILLS FOR DATA ANALYTICS

Time-Table

Duration: 30 hours


Months : July, 2023

Theory (12 hours)

Day & Date	Time	Hall
12/07/2023 To 18/07/2023 Total 06 Days	03:30 to 05:30 PM (2 Hours)	Department of Statistics

Practical (18 hours)

Day	Time	Hall
12/07/2023 To 18/07/2023 Total 06 Days	09:30 A.M. to 12:30 PM (3 Hours)	Computer Laboratory


Department of Statistics
B. D. College, Patan

Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS
Add-on Course : 2023-2024

EXCEL SKILLS FOR DATA ANALYTICS

Class : B.Sc. II

Attendance (Practical)

Time : 09.30 p.m. to 12.30 p.m.

Sr. No.	Name of the Student	12/07/2023	13/07/2023	14/07/2023	15/07/2023	17/07/2023	18/07/2023
1	CHAVAN SAHIL SHANTARAM	Desai	Desai	Desai	Desai	Desai	Desai
2	DESAI PRATHAMESH ANANDA	Desai	Desai	Desai	Desai	Desai	Desai
3	KADAM TEJASWINI UTTAM	Desai	Desai	Desai	Desai	Desai	Desai
4	KALKE SAYALI NARAYAN	Desai	Desai	Desai	Desai	Desai	Desai
5	MALI SAMIKSHA RAVINDRA	Desai	Desai	Desai	Desai	Desai	Desai
6	MOLAVADE ARCHANA SHAMRAO	Desai	Desai	Desai	Desai	Desai	Desai
7	MORE DHIRAJ BALU	Desai	Desai	Desai	Desai	Desai	Desai
8	PUROHIT VIDYA HEMRAJ	Desai	Desai	Desai	Desai	Desai	Desai
9	SHELAR SAKSHI DATTATRAY	Desai	Desai	Desai	Desai	Desai	Desai
10	SURLE SANKET SANTAJI	Desai	Desai	Desai	Desai	Desai	Desai
	Signature of the Teacher						
	Name of the Teacher	Dr. Suparna	S.R.	Dr. Suparna	S.R.	Dr. Suparna	S.R.

DEPARTMENT OF STATISTICS
Balasahab Desai College, Patan,
Tal. Patan, Dist. Solapur

Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS

Add-on Course : 2023-2024

EXCEL SKILLS FOR DATA ANALYTICS


Time : 3.30 p.m. to 5:30 p.m.

Attendance (Theory)

Class : B.Sc. II		Attendance (Theory)				
Sr. No.	Name of the Student	12/07/2023	13/07/2023	14/07/2023	15/07/2023	17/07/2023
1	CHAVAN SAHIL SHANTARAM	Present	Present	Present	Present	Present
2	DESAI PRATHAMESH ANANDA	Present	Present	Present	Present	Present
3	KADAM TIJASWINI UTTAM	Absent	Absent	Absent	Absent	Absent
4	KAIKE SAVALI NARAYAN	Absent	Absent	Absent	Absent	Absent
5	MALI SAMIKSHA RAVINDRA	Absent	Absent	Absent	Absent	Absent
6	MOLAVADI ARCHANA SHAMRAO	Absent	Absent	Absent	Absent	Absent
7	MORE DHIRAJ BALU	Absent	Absent	Absent	Absent	Absent
8	PURUSHI VIDYA HIMIRAJ	Absent	Absent	Absent	Absent	Absent
9	SHETAR SAKSHI DATTAJI	Absent	Absent	Absent	Absent	Absent
10	SURLE SANKET SANTAJI	Absent	Absent	Absent	Absent	Absent
	Signature of the Teacher	Dr. Suparna C.R.	Dr. Suparna C.R.	Dr. Suparna C.R.	Dr. Suparna C.R.	Dr. Suparna C.R.
	Name of the Teacher					

Koyana Education Society, Patan
BALASAHEB DESAI COLEGE, PATAN
DEPARTMENT OF STATISTICS
Add-on Course : 2023-2024
Excel Skills for Data Analytics
Seat Number

Sr. No.	Name of the Student	Seat number
1	CHAVAN SAHIL SHANTARAM	S1
2	DESAI PRATHAMESH ANANDA	S2
3	KADAM TEJASWINI UTTAM	S3
4	KALKE SAYALI NARAYAN	S4
5	MALI SAMIKSHA RAVINDRA	S5
6	MOLAVADE ARCHANA SHAMRAO	S6
7	MORE DHIRAJ BALU	S7
8	PUROHIT VIDYA HEMRAJ	S8
9	SHELAR SAKSHI DATTATRAY	S9
10	SURLE SANKET SANTAJI	S10


Dr. Supanekar S. R.
Convener, Add-on Course
Department of Statistics
B. D. College, Patan

Koyana Education Society, Patan
BALASAHEB DESAI COLLEGE, PATAN
DEPARTMENT OF STATISTICS
Add-on Course : 2023-2024

EXCEL SKILLS FOR DATA ANALYTICS

Class : B.Sc. II

Marksheet

Sr. No.	Name of the Student	Theory (out of 20)	Practical (out of 30)	Total (out of 50)	Result
1	CHAVAN SAHIL SHANTARAM	12	20	32	Pass
2	DESAI PRATHAMESH ANANDA	14	22	36	Pass
3	KADAM TEJASWINI UTTAM	18	28	46	Pass
4	KALKE SAYALI NARAYAN	18	28	46	Pass
5	MALI SAMIKSHA RAVINDRA	18	26	44	Pass
6	MOLAVADE ARCHANA SHAMRAO	14	24	38	Pass
7	MORE DHIRAJ BALU	18	26	44	Pass
8	PUROHIT VIDYA HEMRAJ	16	22	38	Pass
9	SHELAR SAKSHI DATTATRAY	16	22	38	Pass
10	SURLE SANKET SANTAJI	16	24	40	Pass

(Dr. Supaneekar S. R.)

Convener, Add-on Course
Department of Statistics
B. D. College, Patan