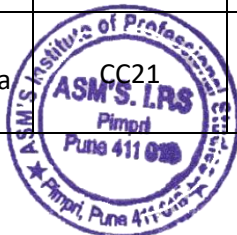**Date: 12/12/2024**

1.2.1 Number of Add on /Certificate programs offered during the AY 2022-23
Year 1: 2022-23

Sr.No.	Name of Add on /Certificate programs offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course
1	Excel (Basics)	CC01	2022-23	1	32 hrs
2	Excel (Advance)	CC02	2022-23	1	32 hrs
3	Business Communication Skills	CC03	2022-23	1	30 hrs
4	Tally ACE	CC04	2022-23	1	30 hrs
5	Tally Pro	CC05	2022-23	1	35 hrs
6	Digital Marketing	CC06	2022-23	1	33 hrs
7	Maths for Management	CC07	2022-23	1	35 hrs
8	Basics of Stock Markets	CCO8	2022-23	1	30 hrs
9	E Commerce Strategies for managers	CCO9	2022-23	1	30 hrs
10	Effective Decision Making Techniques	CC10	2022-23	1	30 hrs
11	Effective Leadership Skills	CC11	2022-23	1	30 hrs
12	Financial Analysis of Stock Markets	CC12	2022-23	1	30 hrs
13	Employability Skills- online	CC13	2022-23	1	30 hrs
14	Marketing Analytics-online	CC14	2022-23	1	30 hrs
15	Data Analytics for Managers	CC15	2022-23	1	30 hrs
16	Microsoft 365 Office Skills	CC16	2022-23	1	30 hrs
17	Certified Cloud Practitioners	CC17	2022-23	1	30 hrs
18	Introduction to data analysis using MS	CC18	2022-23	1	30 hrs
19	Employ 101x-Unlocking your employability edx online	CC19	2022-23	1	30 hrs
20	A certified Program on employability skills-coursera online	CC20	2022-23	1	30 hrs
21	A certified Program on marketing analytics-coursera online	CC21	2022-23	1	30 hrs

Audyogik Shikshan Mandal's

(Society Regd. No. Maharashtra/1330/Pune 83; Public Trust No. F-2451/Pune 83)

INSTITUTE OF PROFESSIONAL STUDIES (IPS)

(Approved by AICTE, Govt. of India & affiliated to University of Pune)

AICTE CODE : 1-4240185   DTE CODE : MB6166   AISHE CODE : C-46639

22	MS and ASM's Beginners Office Skills	CC22	2022-23	1	30 hrs
23	MS and ASM's Access Skills	CC23	2022-23	1	30 hrs
24	MS and ASM's Front Page Skills	CC24	2022-23	1	30 hrs
25	MS Advanced Office Skills	CC25	2022-23	1	30 hrs
26	Introduction to Cloud Computing AWS Online	CC26	2022-23	1	30 hrs
27	Coding for Cloud 101- AWS online	CC27	2022-23	1	30 hrs
28	Building scalable Bots using Automation 360- Automation Anywhere	CC28	2022-23	1	30 hrs
29	Hallo Automation 360 Bots	CC29	2022-23	1	30 hrs

Director