

Date: 17<sup>th</sup> Feb 2019

**NOTICE**

This is to inform all the students of school of Engineering, that a training session on Writing emails for the Students of Btech 6th semester which will be Conducted by Mrs. Poonam Nanda , Director Training and Development ,Shoolini University on 21 -22 Feb 2019.

Timings: 09:30 A.M–12:15 P.M , 2:15 P.M. – 5:15 P.M.

Venue: Ratan Tata Hall (RTH)



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Solani (H.P.)

**Session on Writing Emails for B.Tech 6th semester  
students conducted by Mrs. Poonam Nanda**

**List of students participated**

<b>Sn.</b>	<b>Name</b>	<b>Roll No.</b>
1	Ishita Nayyar	1614301004
2	Syed Bilal Zaidi	1614302001
3	Parul Hans	1614302002
4	Samridhi Seth	1614302003
5	Imkongneken Tzudir	1614302004
6	Pooja Goyal	1614302005
7	Samarth Verma	1614302006
8	Amrit Pal Singh	1614302007
9	Manjeet Singh	1614302008
10	Joana Chhetri	1614302009
11	Piyush Sharma	1614302010
12	Deepanshi Sharma	1614302012
13	Rubby Thakur	1614302013
14	Vishrut Dhadwal	1614302014
15	Priya Bhardwaj	1614302015
16	Harsh Mishra	1614302017
17	Rahul Sania	1614302018
18	Apoorv Panwar	1614302019
19	Palkin	1614302020
20	Paras M Garg	1614302021
21	Karan duggal	1614302022
22	Prasansika Kotvi	1614302023
23	Sendanglo L Tsanglao	1614302024
24	Saurav Pradhan	1614302025
25	Samridhi Thakur	1614302026
26	Anchita Lalhall	1614302027
27	Nikita Thakur	1614302028
28	Saiba Rana	1614302029
29	Meenakshi	1614302030
30	Rajat Sharma	1614302031
31	Chandni Sharma	1614302032
32	Nganjabi Ayekpam	1614302033
33	Ridhima Sharma	1614302034
34	Chirag Juneja	1614302035
35	Samir Faruqie	1614302036

36	Harsh Verma	1614302037
37	Tanu Shree Hissaria	1614303011
38	Mohit	1614303016
39	Nishi Sanjay Kaka	1614303002
40	Yash Raj Rastogi	1614303003
41	Shoaba Akhtar	1614303004
42	Iffat Akhtar	1614303005
43	Shagufta Akhtar	1614303006
44	Anjali Kanwar	1614303007
45	Shobna Reshi	1614303008
46	Monika Mahajan	1614303009
47	Gaurav Thakur	1614303010
48	Nandini	1614303012
49	Chetan Duvedi	1614303013
50	Dhruv Puri	1614303014
51	Reetika Thakur	1614303015
52	Archita	1614303017
53	Sunidhi Dhadwal	1614303018
54	Vanshika	1614303019
55	Vipin Verma	1614303020
56	Aditya Vijay Shastri	1614303021
57	Lobzang Tandup	1614303022
58	Divyansh Gupta	1614303023
59	Divyanshi Bajpai	1614303024
60	Shilpa Adhaya	1614303025
61	Falguni Makhaik	1614303027
62	Vishali Rani	1614303028
63	Haryansh Thakur	1614303029
64	Vijay kumar	1614303030
65	Yashika Sood	1614303031
66	Shalu Kumari	1614303033
67	Anvesha Mishra	1614303036
68	Riya Sood	1614303037
69	Chetan Sharma	1614303039
70	Tanvi Chaudhary	1614303040
71	Anshika Thakur	1614303041
72	Rishab Sood	1614303042
73	Bushra Anwar	1614303043
74	Barun Nath	1614303047
75	Divyansh Sharma	1614303048
76	Anshika	1614303049
77	Shivani Kaushal	1614303051

78	Akshita Sharma	1614303053
79	Nikhita	1614303054
80	Atul	1614303058
81	Abinash Chaudhary	1611301037
82	Anshul	1614303045
83	Nikhil Sharma	1651302001
84	Shashi pal	1651302002
85	Ritik Gill	1651302003
86	Susheel	1651302004
87	Pranav Sharma	1651302006
88	Parveen Goi	1651302007
89	Dig Vijay Thakur	1651302008
90	Rahul Sharma	1651302009
91	Pranshul Rathore	1651302010
92	Amit Verma	1651302011
93	Suhail Choudhary	1651302012
94	Aditya Patyal	1651302013
95	Mukul Mehta	1651302014
96	Ankush sharma	1651302015
97	Mukesh Kumar	1651302016
98	Anil Sharma	1651302017
99	Nikhil Chauhan	1651302018
100	Manish Kumar	1651302019
101	Rahul Tomar	1651302020
102	Nitish sharma	1651302021
103	Aryan Kondal	1651302022
104	Neichavilie Sakhrie	1651302023
105	Mohit Kumar	1651302024
106	Shubham Kumar	1651302026
107	Vansheika Thakur	1651302027
108	Prince Raina	1651302030
109	Sheikh Rashid	1651302047
110	Nitish Khajuria	1651302050
111	Vikas	1651302051
112	Vishal sharma	1651302054
113	Saurav Kumar	1651302055
114	Navnish Thakur	1651302056
115	Mohit Verma	1651302061
116	Nikhil Nagta	1751302013
117	Shephali Kapta	1751302020
118	Pankaj Rugta	1751302024
119	Vinay Kumar	1751302025

120	Mohit Suryan	1751302028
121	Devanshu Sharma	1651304024
122	Manish Kumar	1654302001
123	Vishav Vijay	1654302002
124	Vikas Thakur	1654302003
125	Shweta	1654302004
126	Akshay Kumar	1654302005
127	Ankush	1654302006
128	Nitish Chaudhary	1654302007
129	Sonal Kour	1654302008
130	Nishant Kalanta	1654302009
131	Arun Sharma	1654302010
132	Vishal Kumar	1654302012
133	Akash Ujjwal	1654302013
134	Ayush Sharma	1654302014
135	shwetamber Pathak	1654302015
136	Sourav Singh	1654302016
137	Bharat Thakur	1654302017
138	Abhinav thakur	1654302018
139	Jitender Thakur	1654302019
140	Khushbu Pathania	1654302021
141	Siddharth Verma	1654302022
142	Shubham Sharma	1654302023
143	Anmol Soni	1654302024
144	Atul Kumar	1654302026
145	Nitin	1654302027
146	Himanshu Sharma	1654302028
147	Sidharth Sharma	1654302029
148	Priyanka Mehta	1654302030
149	Rahul Thakur	1654302031
150	Ankisha Sharma	1654302032
151	Rajneesh Thakur	1654302033
152	Aditya Verma	1654302034
153	Rohit Sharma	1654302035
154	Mayank Pant	1654302036
155	Anmol Vardhan	1654302037
156	Harshita	1654302038
157	Akash Sharma	1654302039
158	Ankita Sharma	1654302041
159	Yugal Joshi	1654302042
160	Munish choudhary	1654302043
161	Rohit Bansal	1654302045

162	Rudra Singh	1654302046
163	Akhil Thakur	1654302047
164	Kapil Thakur	1654302051
165	Robinson	1654302052
166	Hrithik Sharma	1654302053
167	Sahil	1654302054
168	Abhishek Kashyap	1654302055
169	Manoj Thakur	1654302057
170	Sujit Thakur	1654302059
171	Gaurav Raghav	1654302060
172	Muskan Baranwal	1654303012
173	Abhay Bhan	1754302010
174	Mahem Sharma	1754302061
175	Akshita Bhardwaj	1654303002
176	Dimple	1654303003
177	Savita	1654303006
178	Shivam Sharma	1654303008
179	Abhinav	1654303009
180	Vibhav Dhadwal	1654304020
181	Aanchal Thakur	1754303011
183	Sachin Kumar	1654304001
184	Arjit Gautam	1654304002
185	Vikram Singh	1654304003
186	Amit Chauchan	1654304005
187	Ritik Sharma	1654304006
188	Hitesh Kaushal	1654304007
189	Sourav Kumar	1654304008
190	Tej Singh	1654304010
191	Akshay Sharma	1654304015
192	Ishan Sharma	1654304018
193	Abhishek Thakur	1654304019
194	Ashish Kumar	1654304022
195	Ronik Mehta	1754304001
196	Virender Verma	1754304002
198	Rizwan	1651301001
199	Puneet Sharma	1651304001
200	Saurabh Kumar	1651304005
201	Mayank Mishra	1651304006
202	Jai Thakur	1651304007
203	Ankit Raj	1651304008
204	Puneet Bhardwaj	1651304009
205	Sahil Kumar	1651304010

206	Akhil Mehta	1651304011
207	Ketan Sharma	1651304012
208	Nikhil Sharma	1651304013
209	Munish Chauhan	1651304014
210	Sourabh Dhiman	1651304015
211	Mukesh Kumar	1651304016
212	Dinesh Kumar	1651304017
213	Aniket Gautam	1651304018
214	Vipin Chauhan	1651304019
215	Akshit	1651304020
216	Rashmi mishra	1651304022
217	Shubham Kumar	1651304023
218	Amardeep	1651304025
219	Sahil	1651304034
220	Nitish Kumar	1651304041
221	Rajan Mishra	1654302058
222	Shashi	1751304035
223	Nikhil Sharma	1751304037
224	Saurabh Sharma	1751304038
225	Sadhana Minj	1751304001
226	Himani Bhatti	1751304002
227	Shivani Sharma	1751304003
228	Ganapathi M	1751304004
229	Sudhir Banduni	1751304005
230	Deepak Chaudhary	1751304006
231	Sajid Ali	1751304007
232	Anuj Chauhan	1751304008
233	Safaqat Iqbal	1751304009
234	Pradipta Baral	1751304010
235	A.Deva Santhana Divyan	1751304011
236	Navendu Nanda	1751304012
237	G. naveen kumar	1751304013
238	Sangram Pattnaik	1751304014
239	Mittana Vinay	1751304015
240	Hitesh	1751304030
241	Karun Raj	1651302033
242	Rupesh Sharma	1651302034
243	Raman Kumar	1651302035
244	Saurabh Sharma	1651302036
245	Monika Thakur	1651302037
246	Ayush Negi	1651302038
247	Ajay Kumar Kumar	1651302039

248	Rajat	1651302040
249	Sandeep Kumar	1651302041
250	Praval Rana	1651302042
251	sahil Rana	1651302043
252	Shweta Sharma	1651302045
253	Shubham Chauhan	1651302048
254	Lalit Kumar Thakur	1651302049
255	Sahil Bhardwaj	1651302057



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### **‘SESSION ON WRITING EMAILS’**

A Session on Writing Emails for B.Tech 6th semester students was conducted by Mrs. Poonam Nanda on 22<sup>nd</sup> Feb 19. Mrs. Nanda heads the training in Shoolini University and is very well versed in mentoring the students. She gave them the STRIPE format and asked them to use that as a base for their emails. She warned them against unprofessional language and also discouraged use of jargons. The session was very informative as she shared in detail the right ways of writing an email. She laid emphasis on keeping the emails professional.

