

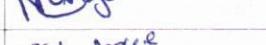
## St. Francis College for Women, Begumpet

## Minutes of the Meeting – Placement Cell

Date: 6<sup>th</sup> Aug 2024

## Agenda: Planning for registrations during Internship drive

Attendees: Lt. Marie Thomas, Ambassadors

S.No	Name	Signature	
1	Lt. Marie Thomas		PLACEMENT OFFICER
2	Navya Shree		STUDENT AMBASSADOR
3	Tejasree		"
4	Shalini		"
5	Akshita		"
6	Kritika		"
7	Kripa		"
8	Asritha		"
9	Manisha		"
10	Gurpreet Kaur		"
11	Vibha		"

Points:

- Deciding the logistics
- Decide who will be on duty
- Assigning roles and responsibilities
- Finalize registration timings

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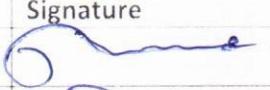
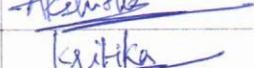
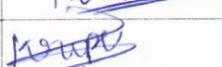
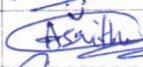
St. Francis College for Women, Begumpet

Minutes of the Meeting – Placement Cell

Date: 16<sup>th</sup> Nov 2024

Agenda: Planning for Campus Connect by Invesco & Deloitte on 19<sup>th</sup> Nov

Attendees: Lt. Marie Thomas, Ambassadors

S.No	Name	Signature	
1	Lt. Marie Thomas		PLACEMENT OFFICER
2	Navya Shree		STUDENT AMBASSADOR
3	Tejasree		"
4	Shalini		"
5	Akshita		"
6	Kritika		"
7	Kripi		"
8	Asritha		"
9	Manisha		"
10	Gurpreet Kaur		"
11	Vibha		"

Points:

- Deciding the logistics
- Decide who will be on duty
- Assigning roles and responsibilities
- Preparation of poster
- Assigning Speaker Introduction



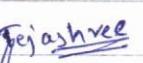
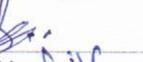
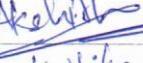
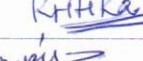
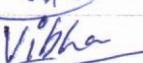
## St. Francis College for Women, Begumpet

## Minutes of the Meeting – Placement Cell

Date: 8<sup>th</sup> July 2024

## Agenda: Planning for the “Session on Career Options”

**Attendees:** Lt. Marie Thomas, Ambassadors

S.No	Name	Signature	
1	Lt. Marie Thomas		PLACEMENT OFFICER
2	Navya Shree		STUDENT AMBASSADOR
3	Tejashree		"
4	Shalini		"
5	Akshita		"
6	Kritika		"
7	Kripi		"
8	Asritha		"
9	Manisha		"
10	Gurpreet Kaur		"
11	Vibha		"

**Points:**

- Decided on the speakers for the Orientation
- Time slot to be given for each speaker
- Allocate responsibility for making the poster. Gurpreet was given the incharge
- Hall booking responsibility was assigned to Tejasree
- Dividing the ambassadors in their respective slot.
- Conveying the "Session " Details to the Principal and get her approval.

Mr. J  
8/27/2011