



Modern Education Society's

# NESS WADIA COLLEGE OF COMMERCE

19, Prin. V. K. Joag Path, Pune - 411 001

Ph. : 26167024

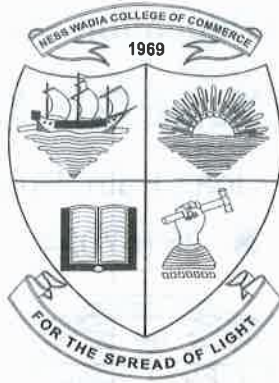
## JOURNAL FOR PRACTICAL

Name : \_\_\_\_\_

Class : \_\_\_\_\_ Div. : \_\_\_\_\_ Year : \_\_\_\_\_

Roll No. : \_\_\_\_\_ Exam No. : \_\_\_\_\_

Subject : \_\_\_\_\_



Modern Education Society's

# **NESS WADIA COLLEGE OF COMMERCE**

19, Prin. V. K. Joag Path, Pune - 411 001

☎ 26167024

## **JOURNAL FOR PRACTICAL**

**Name :** \_\_\_\_\_

**Class :** \_\_\_\_\_ **Div.:** \_\_\_\_\_ **Year :** \_\_\_\_\_

**Roll No. :** \_\_\_\_\_ **Exam No.:** \_\_\_\_\_

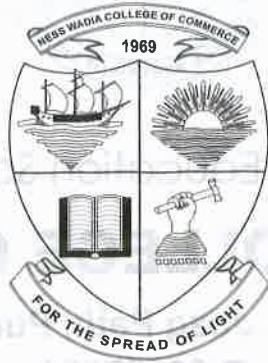
**Subject :** \_\_\_\_\_

Modern Education Society's

# NESS WADIA COLLEGE OF COMMERCE

19, Prin. V. K. Joag Path, Pune - 411 001

☎ 26167024



## Certificate

*This is to certify that, Shri./Smt. ....*

*of F.Y. / S.Y. / T.Y. Class Divison.....and Roll No..... has satisfactorily  
completed .....practicals in the subject .....*

*as laid down by the Savitribai Phule Pune University*

*for the academic year:.....*

*Exam No.: .....*

**Subject Teacher**

**Head of the Department**

**Principal**

**Internal Examiner**

**External Examiner**



# CONTENTS

Sr. No.	Title of the Practical	Page No.	Date of Submission	Remarks	Signature of the Teacher
1.					
2.					
3.					
4.					
5.					
6.					

## INSTRUCTIONS

1. Students must not complete and submit all practicals together at the end of the year.
2. Each practical should be done strictly according to the instructions of the subject teacher.
3. The Serial number, subject, title and objectives of the practical must be stated at the beginning of each practical.
4. Wherever required students must paste relevant documents, specimen, questionnaires, etc. in the journal. In no case they should pin, clip or staple them.
5. Each practical duly completed must be submitted to the subject teacher for assessment on or before the date of submission declared by the teacher. Submission of incomplete practical for assessment will be treated as default. Late submission will not be entertained in any case.
6. Students must satisfactorily complete all the practicals of the subject as per the norms laid down in the syllabus by the Savitribai Phule Pune University during the academic year.
7. Copying and other malpractice shall be dealt with seriously.
8. Students who complete the required number of practicals as per above mentioned instructions shall be given completion certificate by the teacher. Only such students will be considered eligible to appear for practical examination to be held at the end of the year.
9. Students who do not complete the required number of practicals will have to clear the backlog of practicals in the next academic year.
10. Students have to secure minimum 8 marks out of 20 for passing in the practical examination.
11. The practical should be written on both sides of a page.
12. Pages should be properly numbered and the relevant page numbers should be mentioned on the contents page.
13. Students must see that he / she signs the attendance muster at the time of the oral examination.

## सूचना

१. प्रत्येक प्रात्यक्षिक वेळच्यावेळी केले पाहिजे. सर्व प्रात्यक्षिके एकत्रितपणे पूर्ण करून वर्षाखेरीस मूल्यमापनास दिल्यास त्यांचा विचार केला जाणार नाही.
२. विषय शिकवणाऱ्या संबंधित शिक्षकांनी दिलेल्या सूचनांनुसारच प्रात्यक्षिक केले पाहिजे.
३. प्रात्यक्षिक लिहिताना प्रारंभी प्रात्यक्षिक अनुक्रमांक, विषय, शीर्षक व उद्देश स्पष्ट लिहिले पाहिजेत.
४. प्रात्यक्षिकासोबत आवश्यक तेथे नमुन्यांचे दस्तऐवज, प्रश्नावली इ. कागदपत्रे जोडावयाची असल्यास ती प्रात्यक्षिकवही (Practical - Journal) मध्ये व्यवस्थितपणे चिकटवली पाहिजेत. अशी कागदपत्रे टाचण्या, पिना किंवा क्लिपा यांनी जोडता कामा नये.
५. प्रत्येक प्रात्यक्षिक संबंधित शिकांकडे मूल्यमापनासाठी विहित वेळेत दिले पाहिजे. त्यानंतर कोणाचेही प्रात्यक्षिक कोणत्याही कारणास्तव स्विकारले जाणार नाही.
६. सावित्रीबाई फुले पुणे विद्यापिठाने अभ्यासक्रमात ठरवून दिलेल्या नियमांप्रमाणे विद्यार्थ्यांनी प्रत्येक विषयाची प्रात्यक्षिके समाधानकारकपणे वर्षभरात पूर्ण करणे गरजेचे आहे.
७. अपूर्णवस्थेतील प्रात्यक्षिके मूल्यमापनासाठी देणे, इतरांच्या प्रात्यक्षिक वहीतून नकल करून प्रात्यक्षिके करणे इत्यादी गैरप्रकारांची गंभीरपणे दळल घेतली जाईल.
८. सूचना क्र. १ मध्ये स्पष्ट केल्याप्रमाणे जे विद्यार्थी आवश्यक तेवढी प्रात्यक्षिके समाधानकारकपणे पूर्ण करतील त्यांनाच संबंधित शिकांकडून तसा दाखला (Certificate) मिळेल. अशाच विद्यार्थ्यांना वर्षाखेरीस होणाऱ्या प्रात्यक्षिक परीक्षेसाठी पात्र (Eligible) समजले जाईल.
९. जे विद्यार्थी आवश्यक तितकी प्रात्यक्षिके पूर्ण करणार नाहीत ते प्रात्यक्षिक विषयामध्ये 'अनुत्तीर्ण' समजले जातील. अशा विद्यार्थ्यांना पुढील शैक्षणिक वर्षात प्रात्यक्षिकाचा अनुशेष (backlog) भरून काढावा लागेल.
१०. प्रात्यक्षिक परीक्षेत उत्तीर्ण होण्यासाठी एकूण २० गुणांपैकी किमान ८ गुण मिळवणे आवश्यक राहिल.
११. प्रात्यक्षिकाचा मजकूर पानाच्या दोन्ही बाजूंना लिहावा.
१२. पानांना अनुक्रमांक द्यावेत व अनुक्रमणिकेच्या पानावर योग्य अनुक्रमांकाचा उल्लेख करावा.
१३. तोंडी परीक्षेच्या वेळेस हजेरीपटावर सही करणे ही विद्यार्थ्यांची जबाबदारी आहे.

## UNDERTAKING / अभिवाचन

I have read the above instructions and I shall abide by them.  
वरील सर्व सूचना मी वाचल्या आहेत व त्यांचे मी पालन करीन.

Date :

दिनांक :

Name :  
नाव :

Signature of the student  
विद्यार्थ्यांची स्वाक्षरी



Students should begin each practical as follows

1. Title of the practical : .....

2. Dates of submission : 2.1 Scheduled date of submission.....2.2 Actual date of submission.....

3. Names of the guide / expert / organization visited : .....

4. Objective/s of the practical : .....

.....

4.1 .....

4.2 .....

4.3 .....

.....

5. Names of the documents, clipping, charts, etc. attached : .....

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6. Methodology : .....

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**REPORT ON THE INFORMATION COLLECTED**

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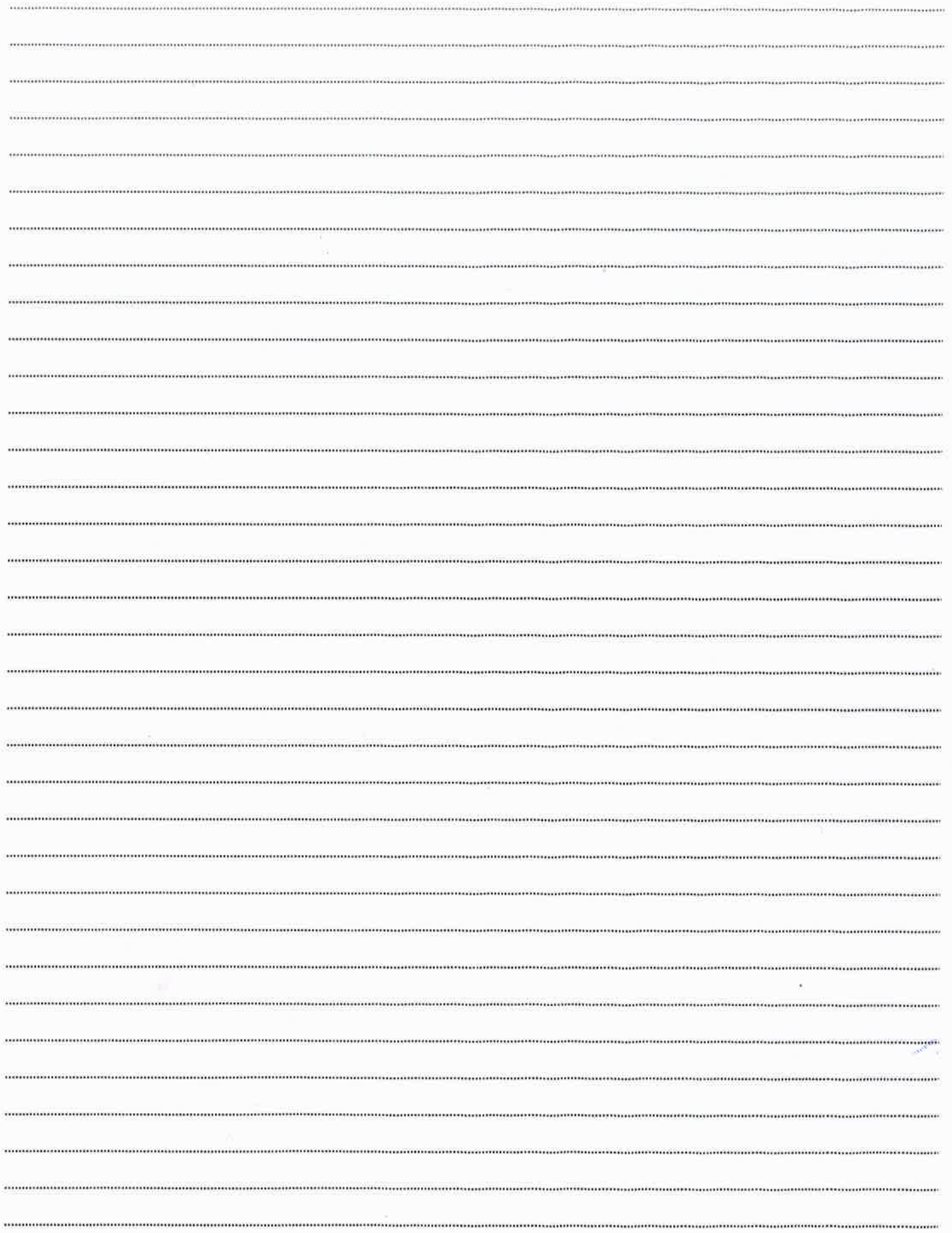
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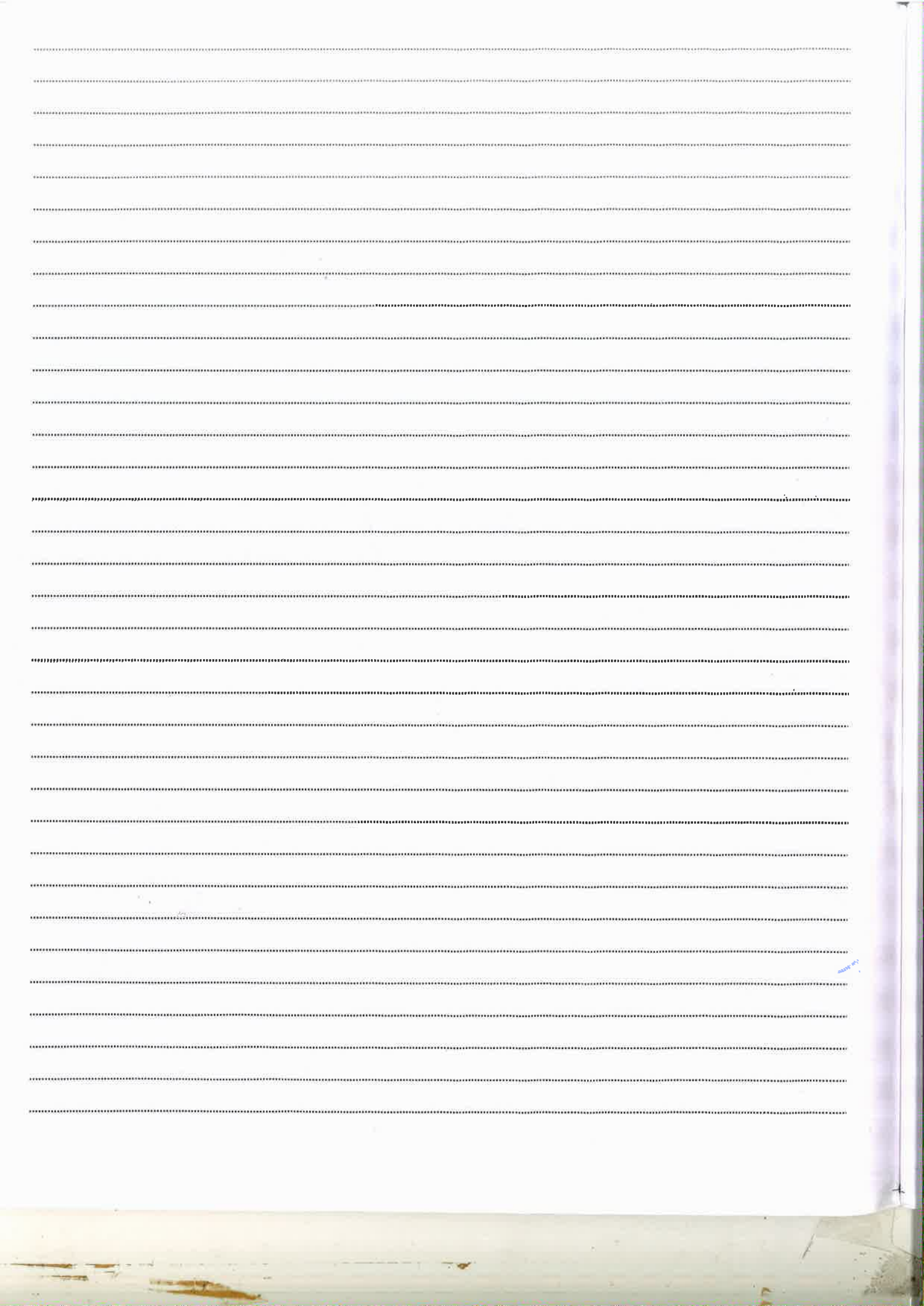
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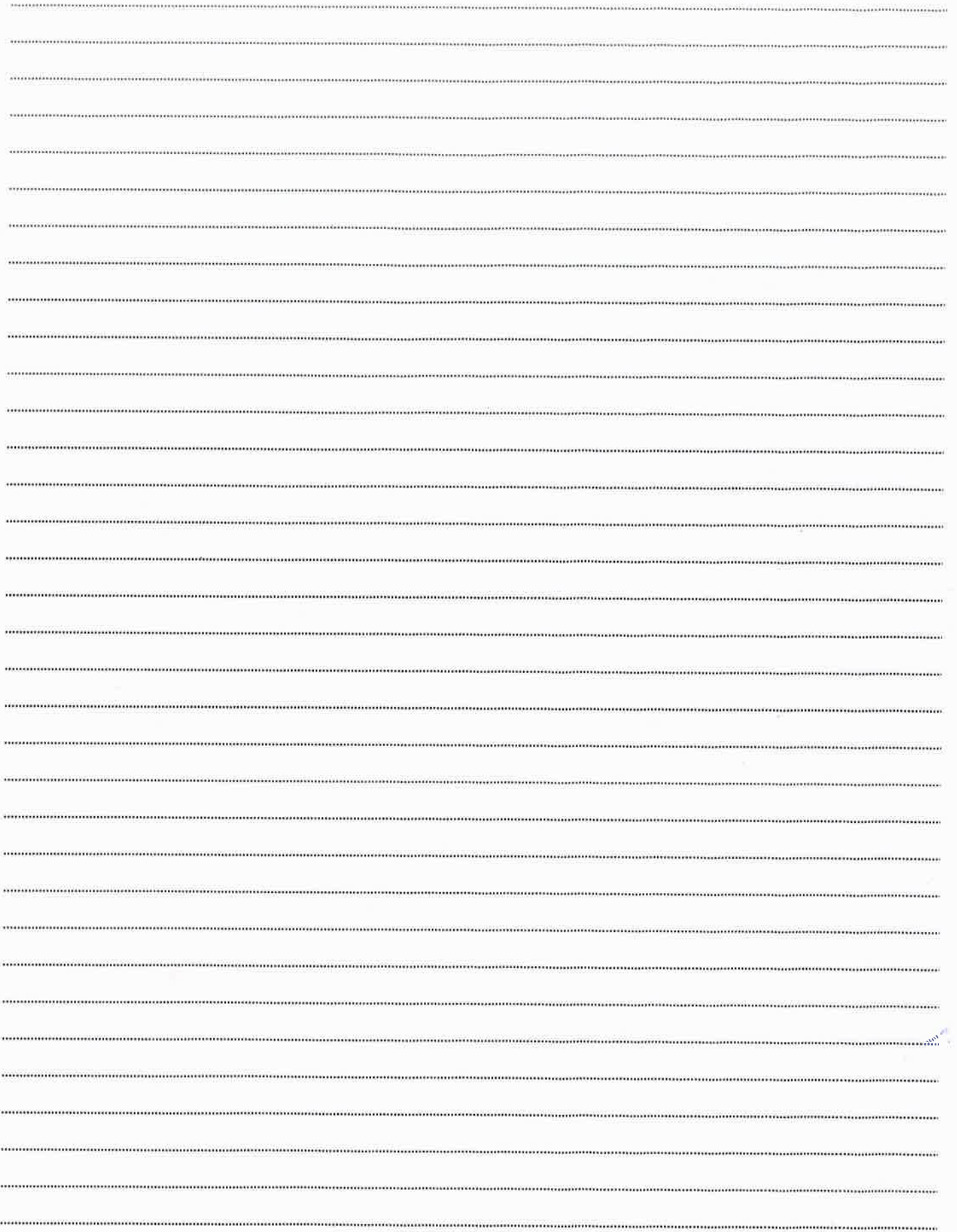


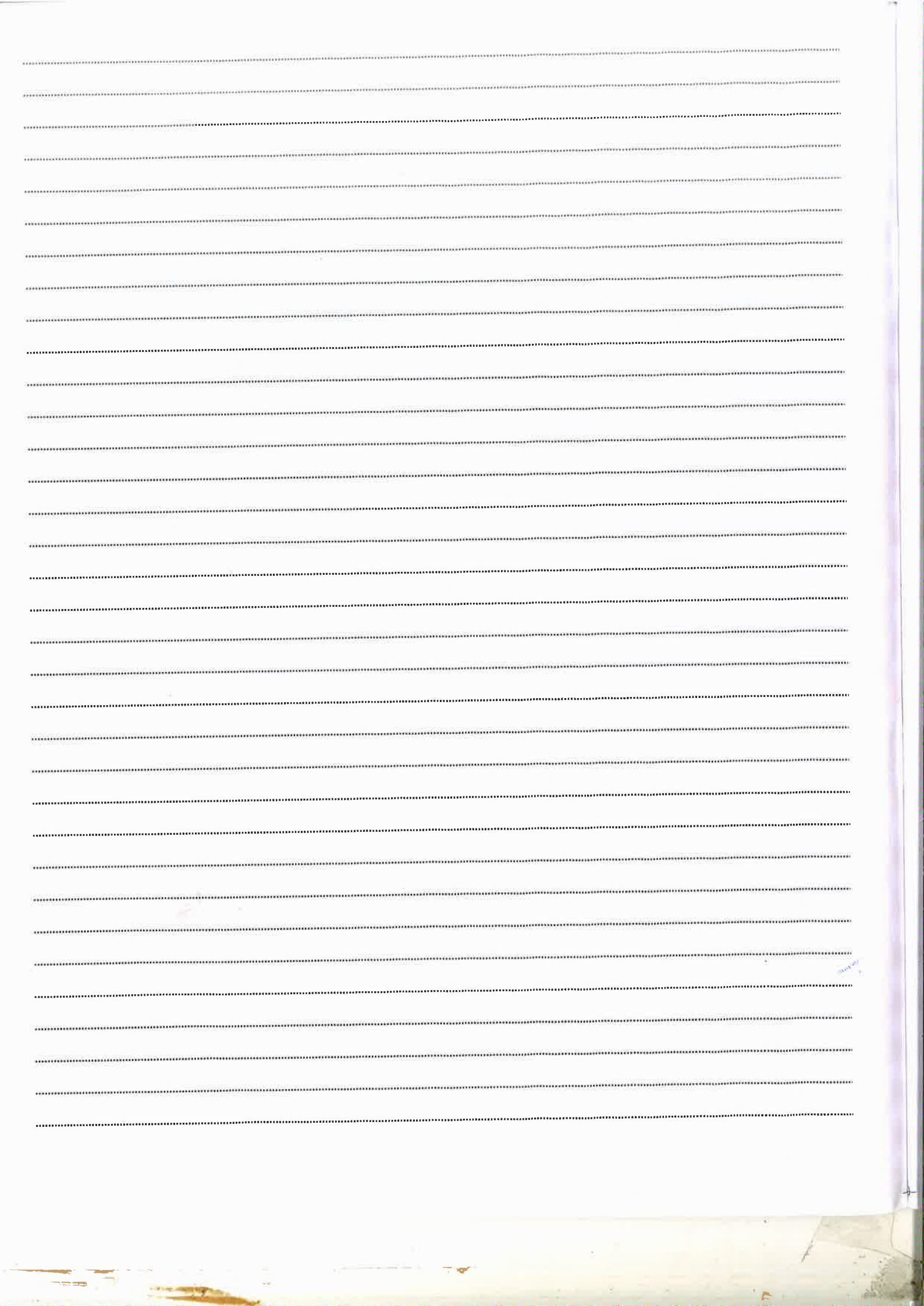




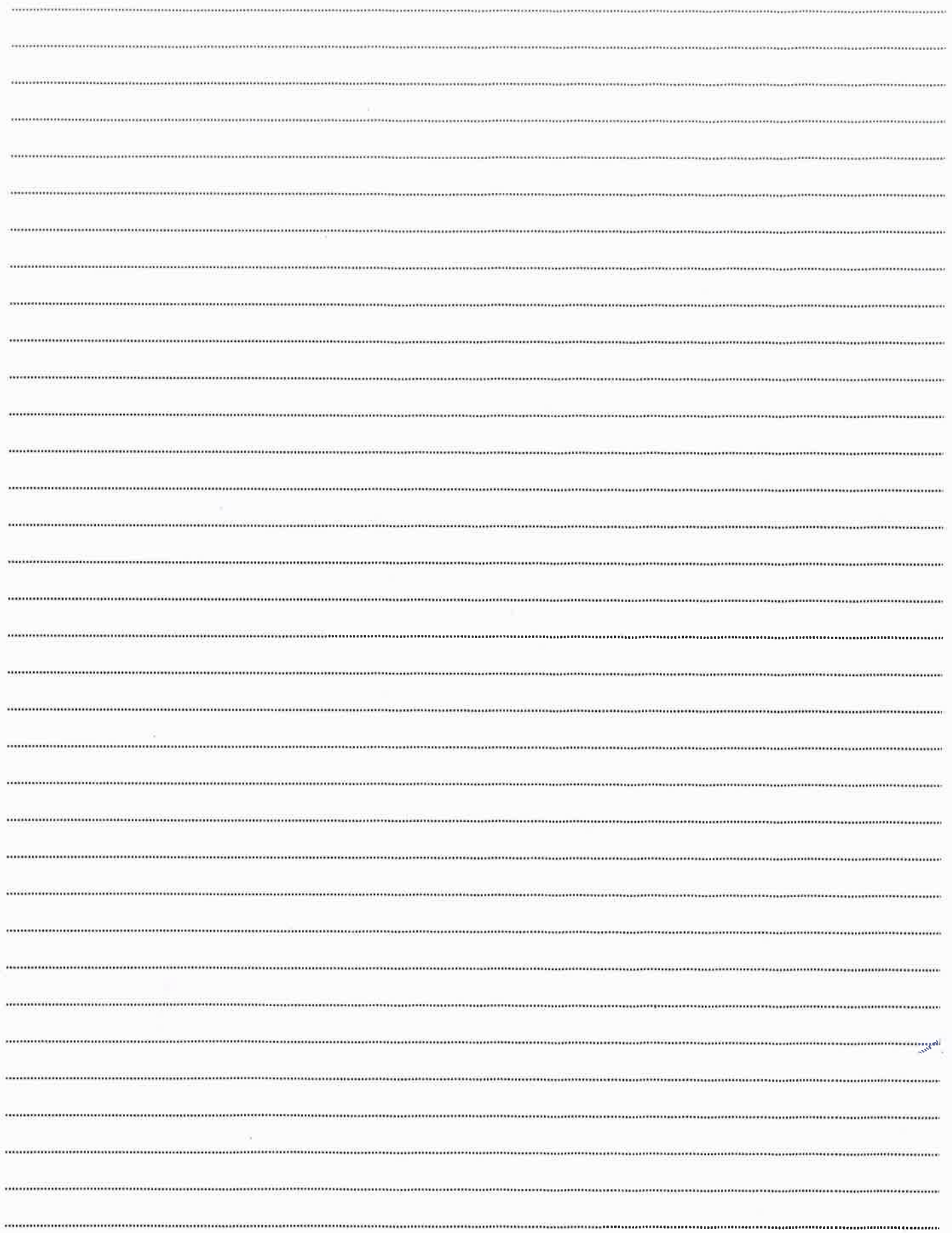




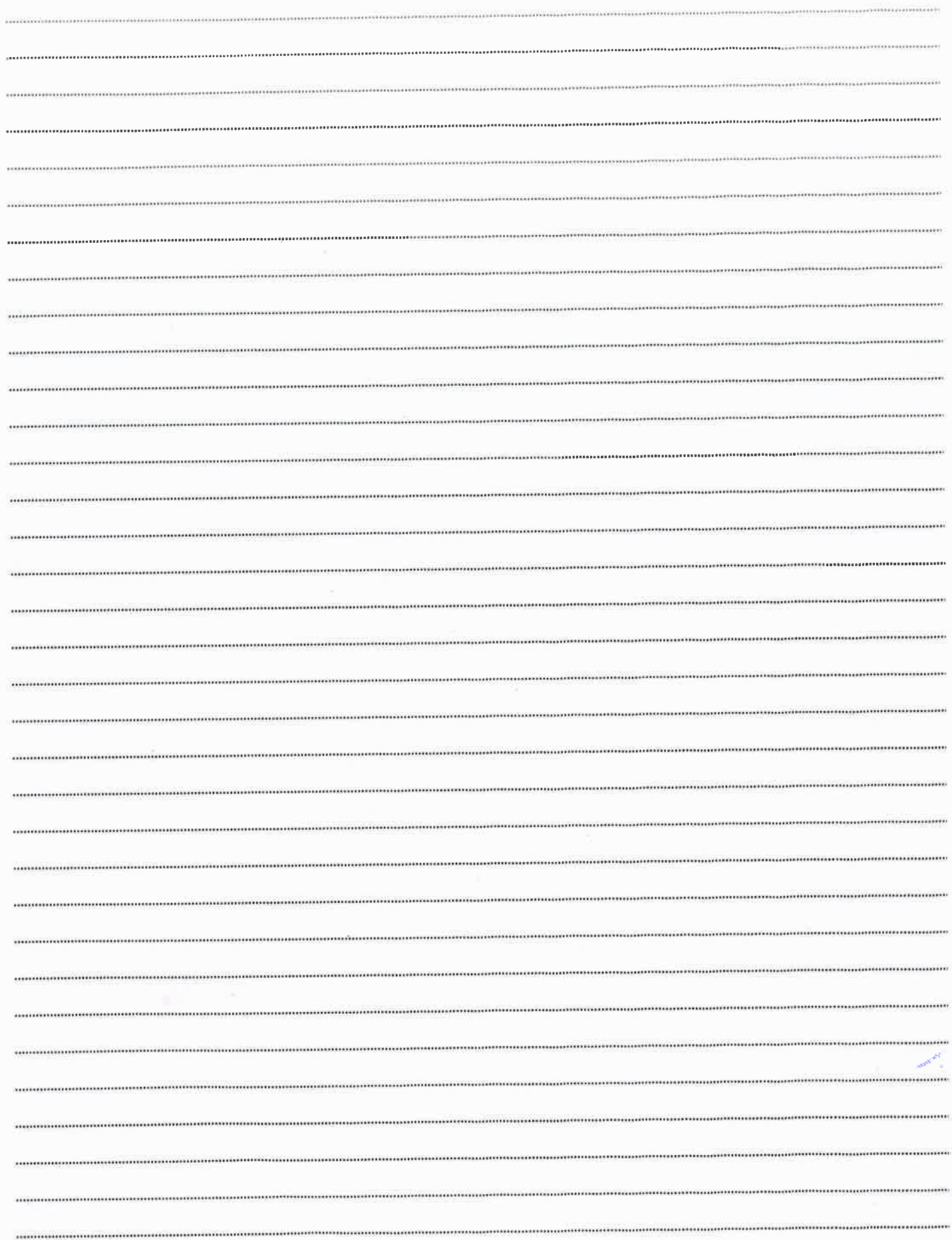




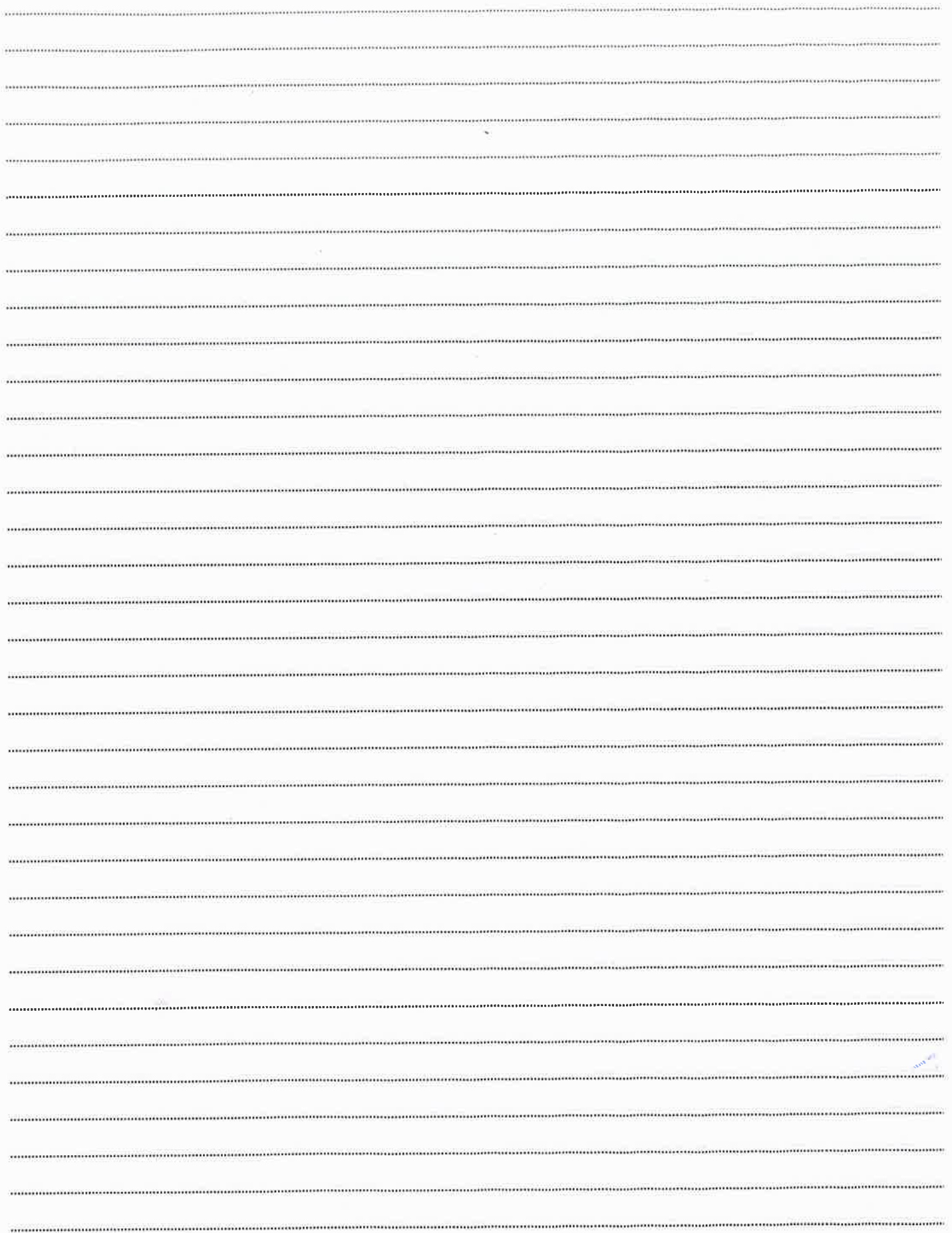




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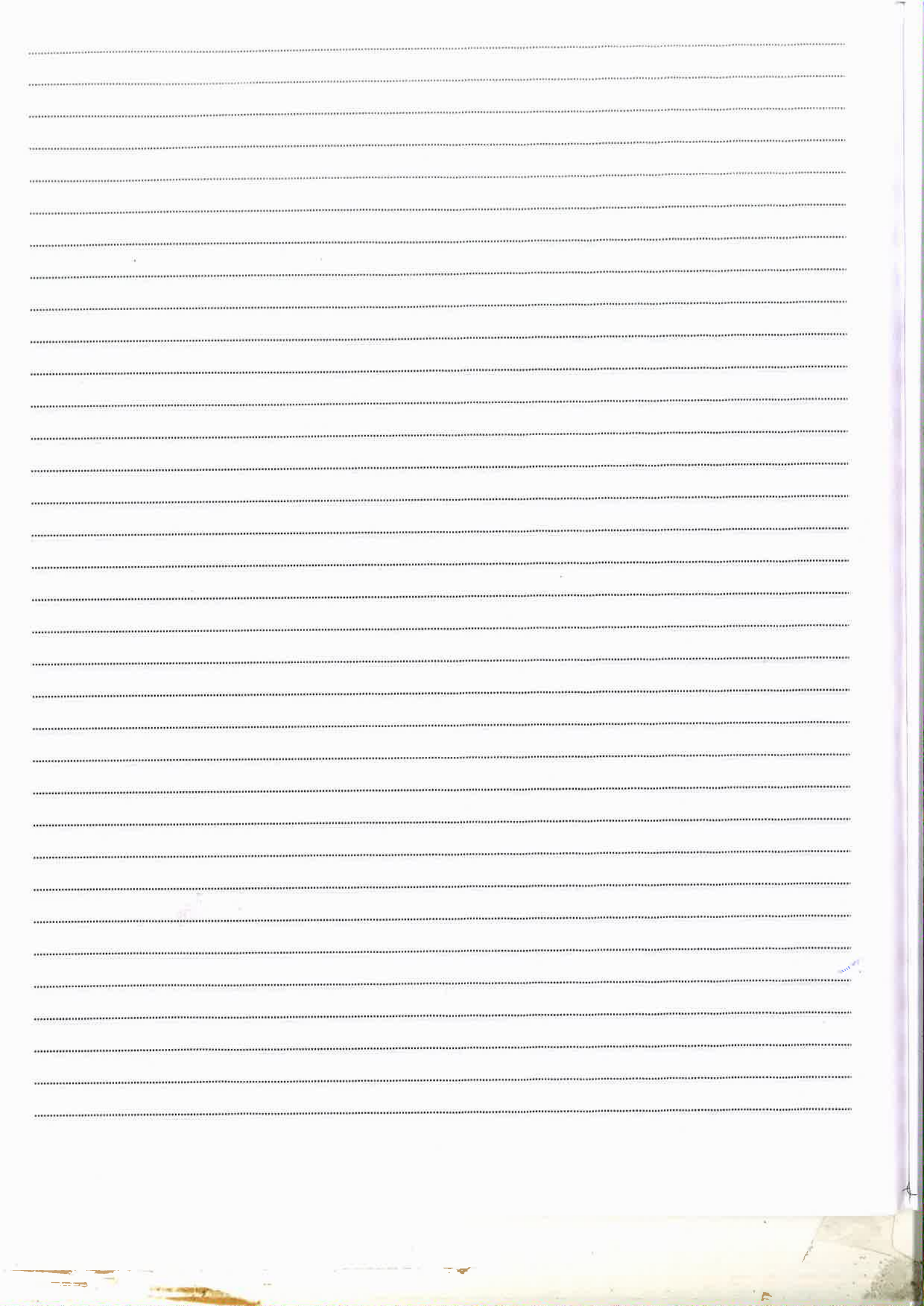


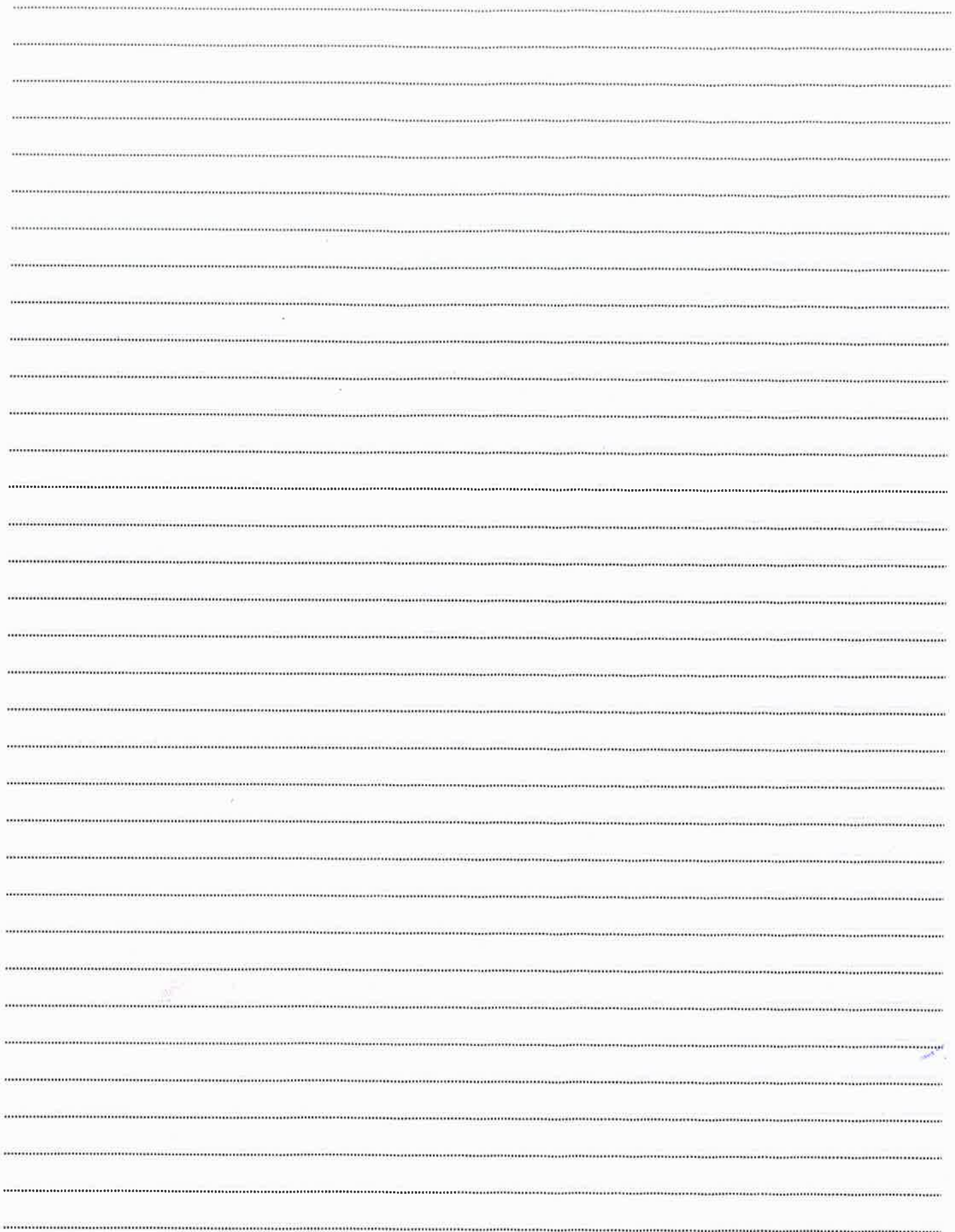
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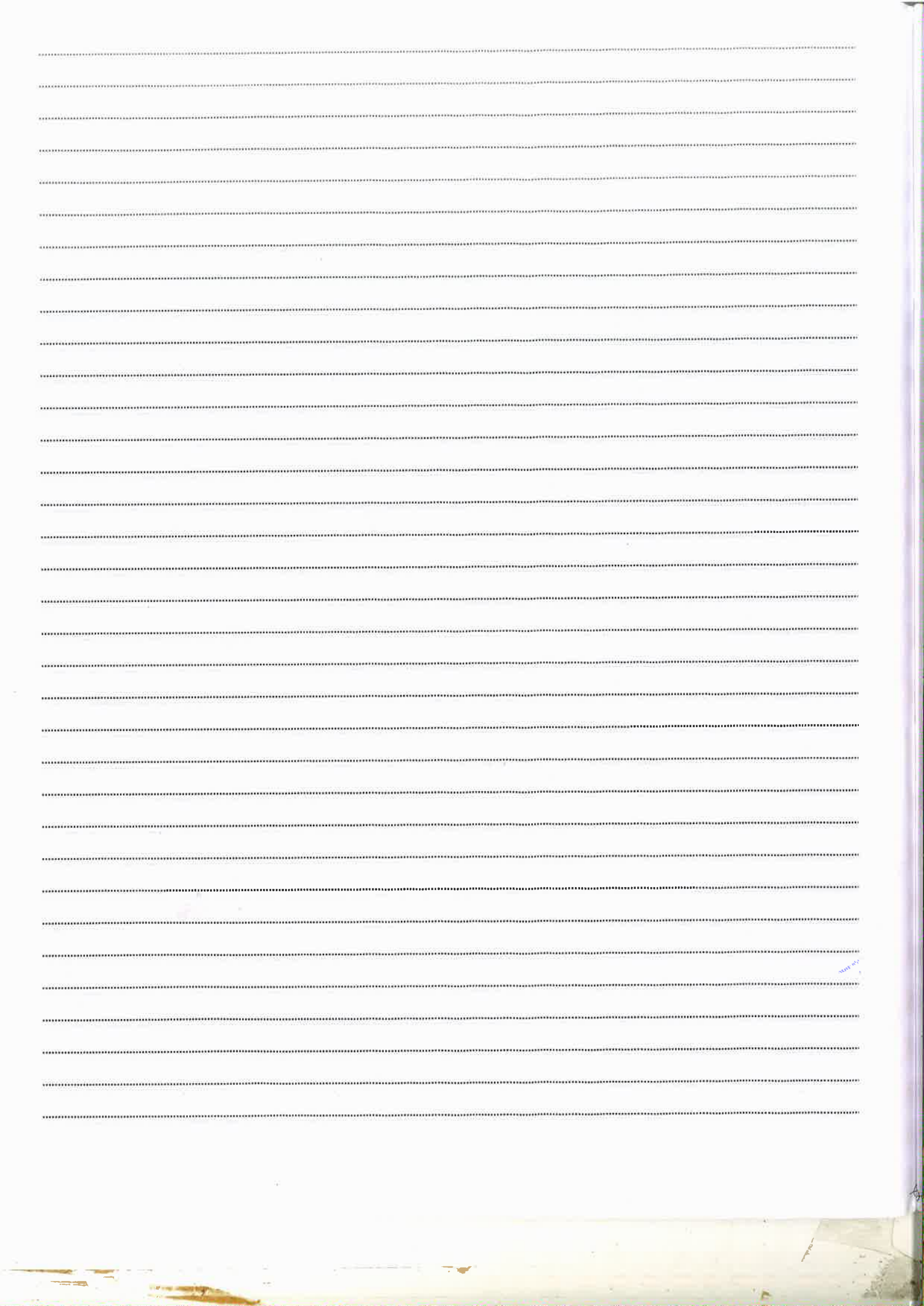


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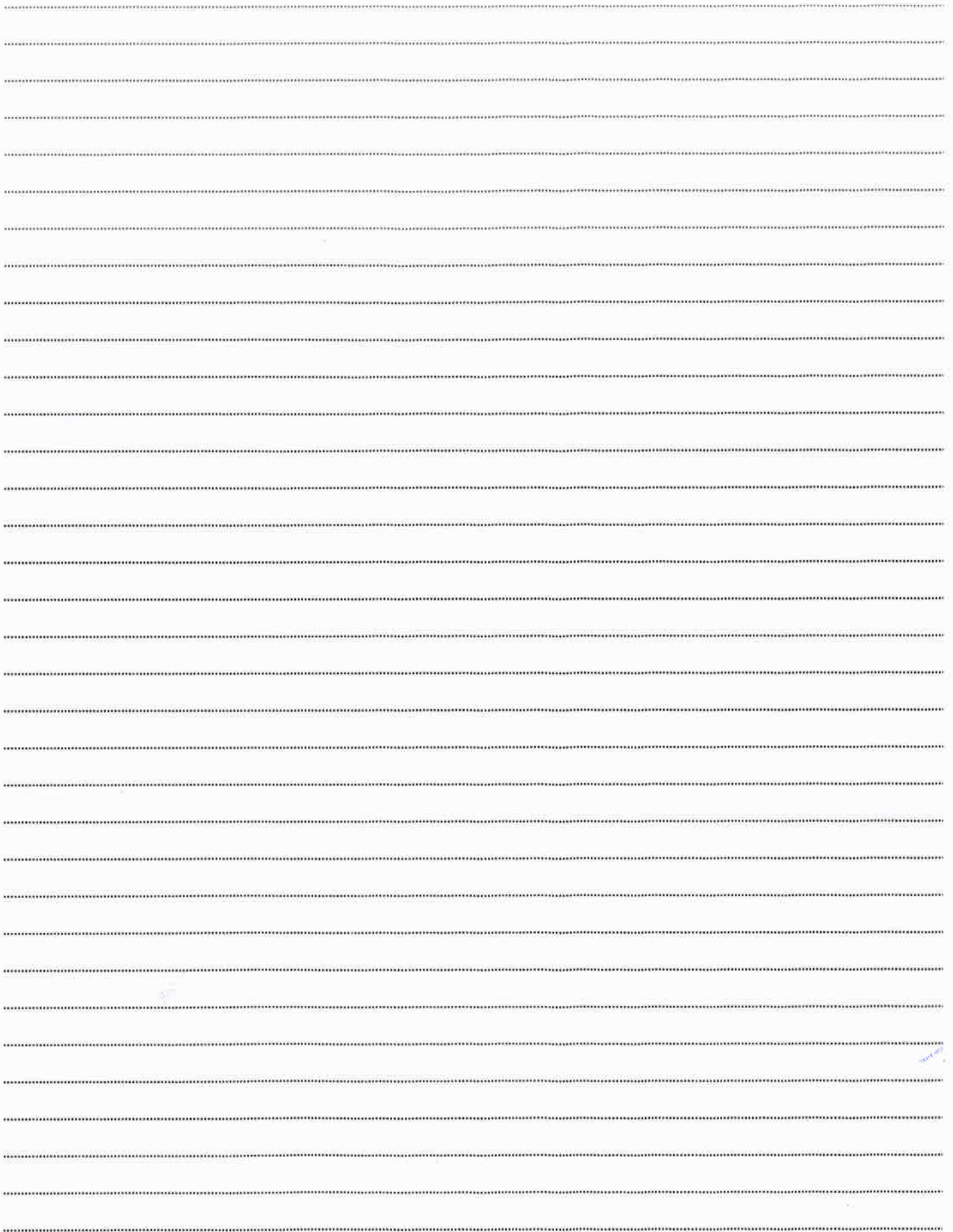


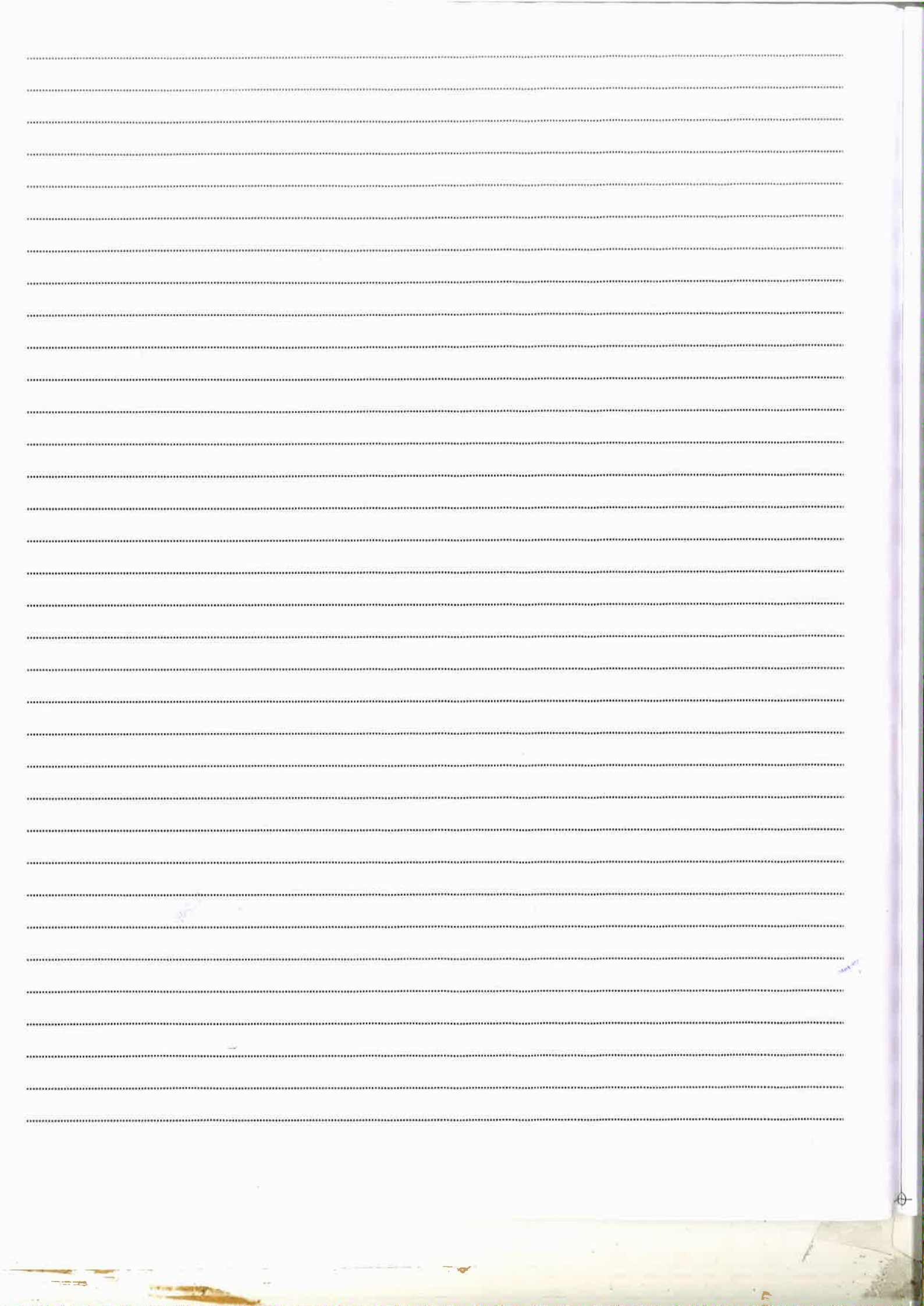


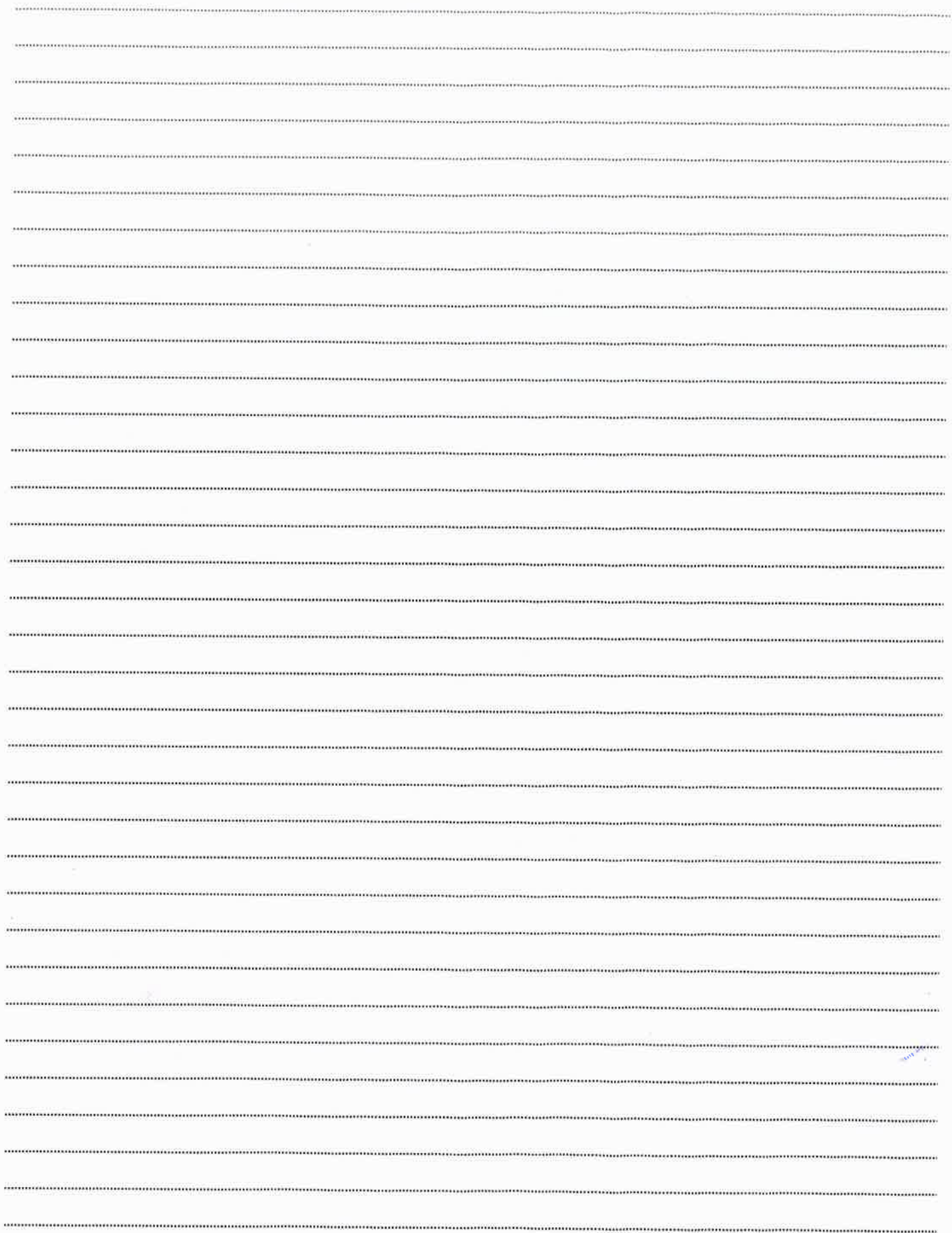




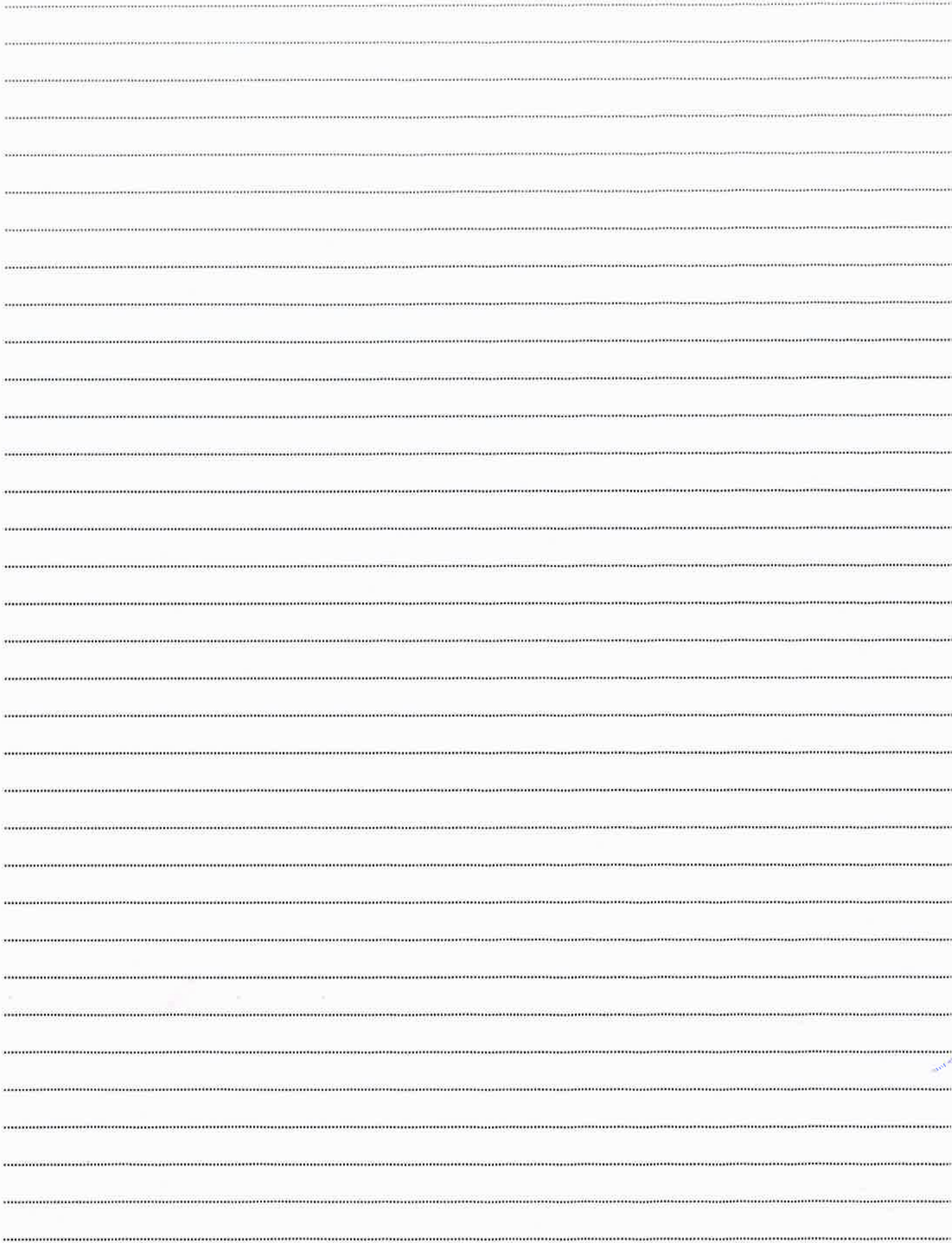


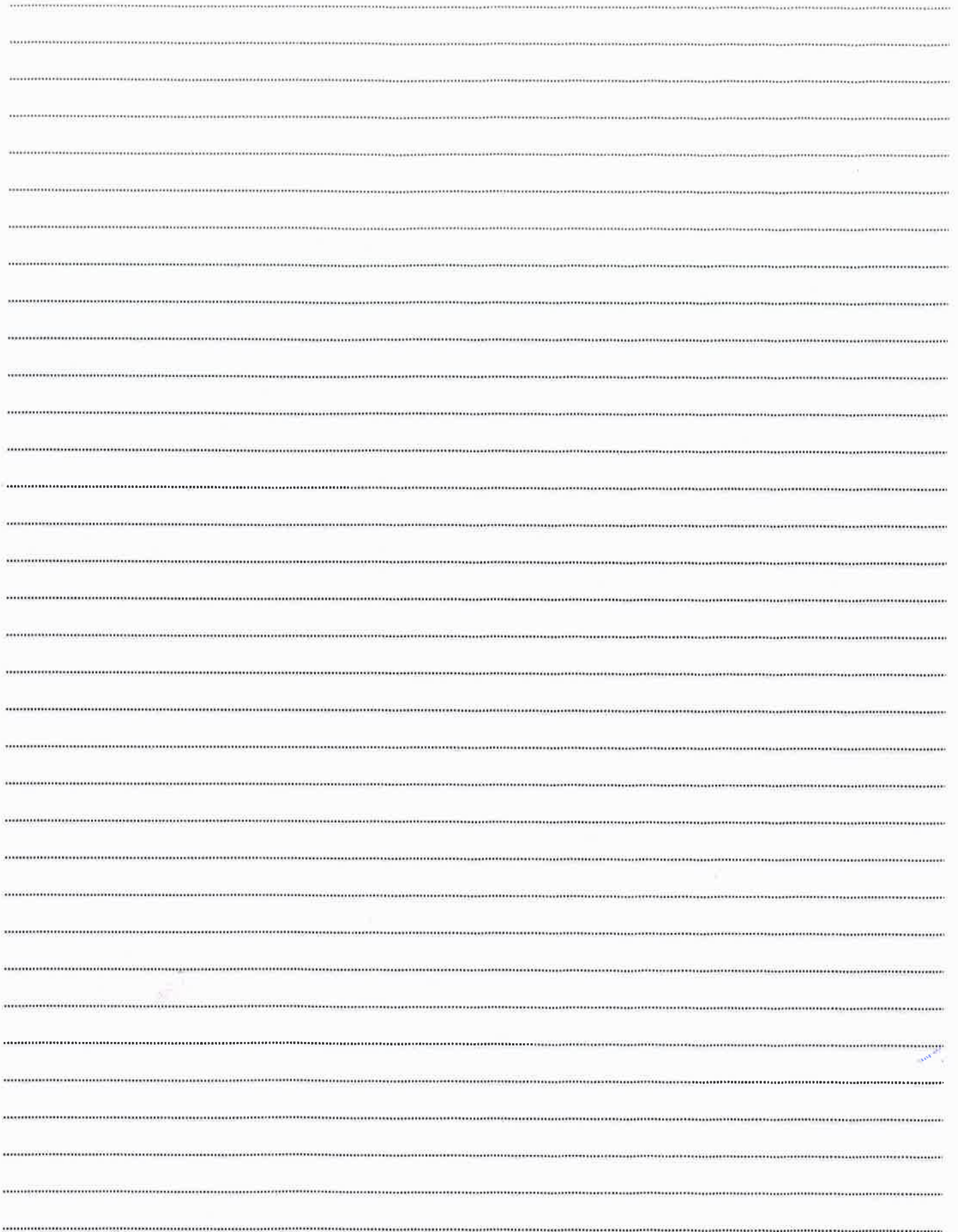


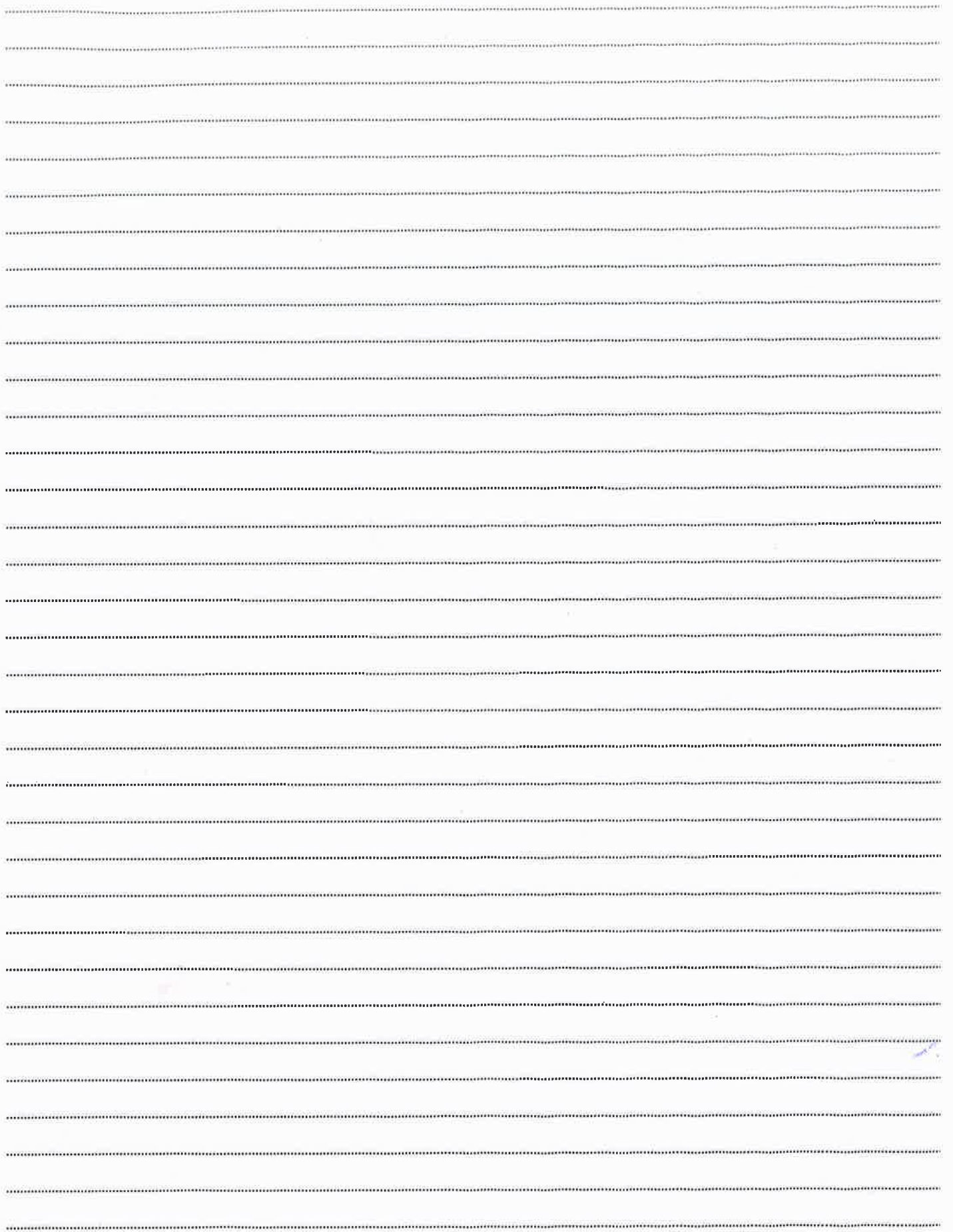




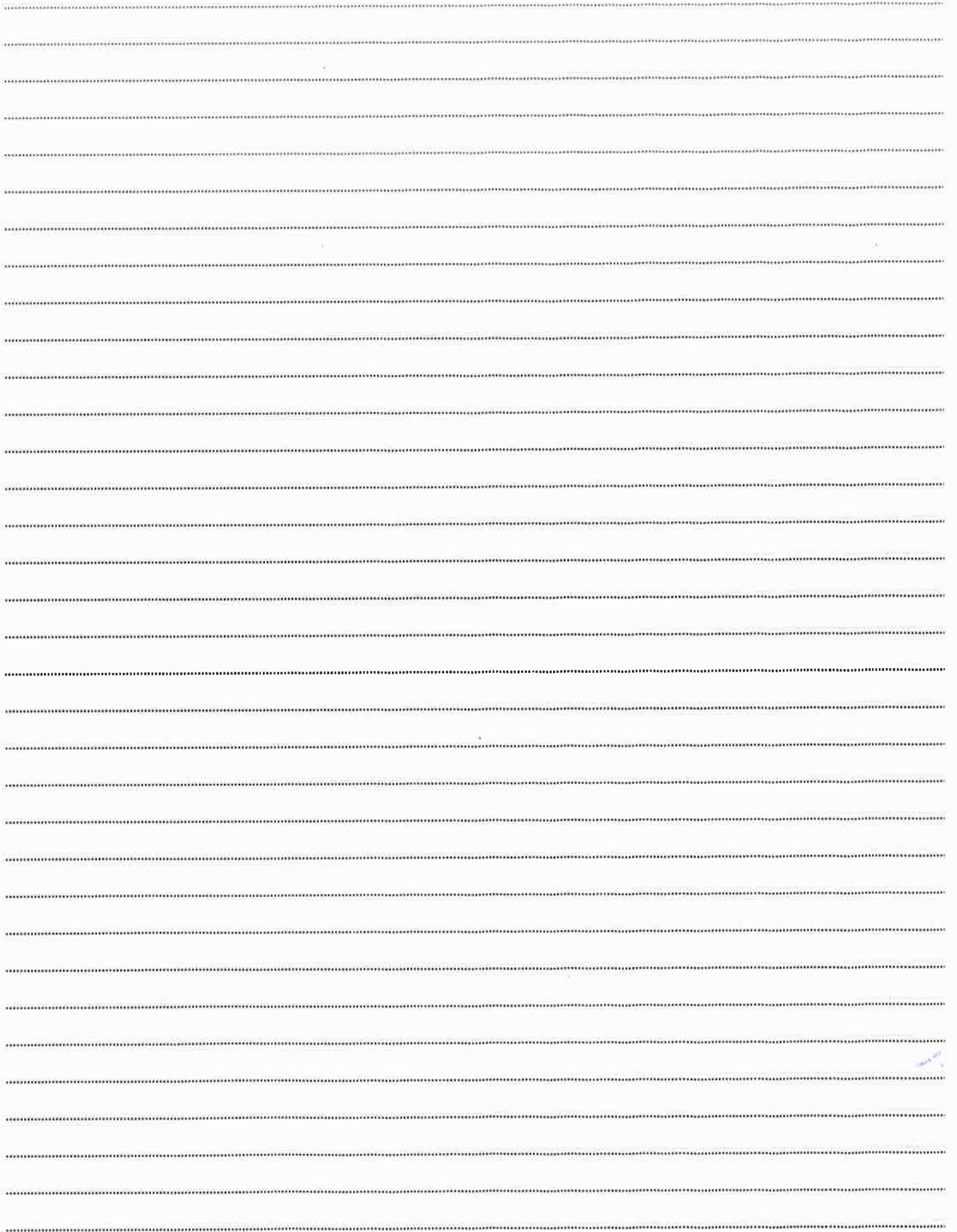


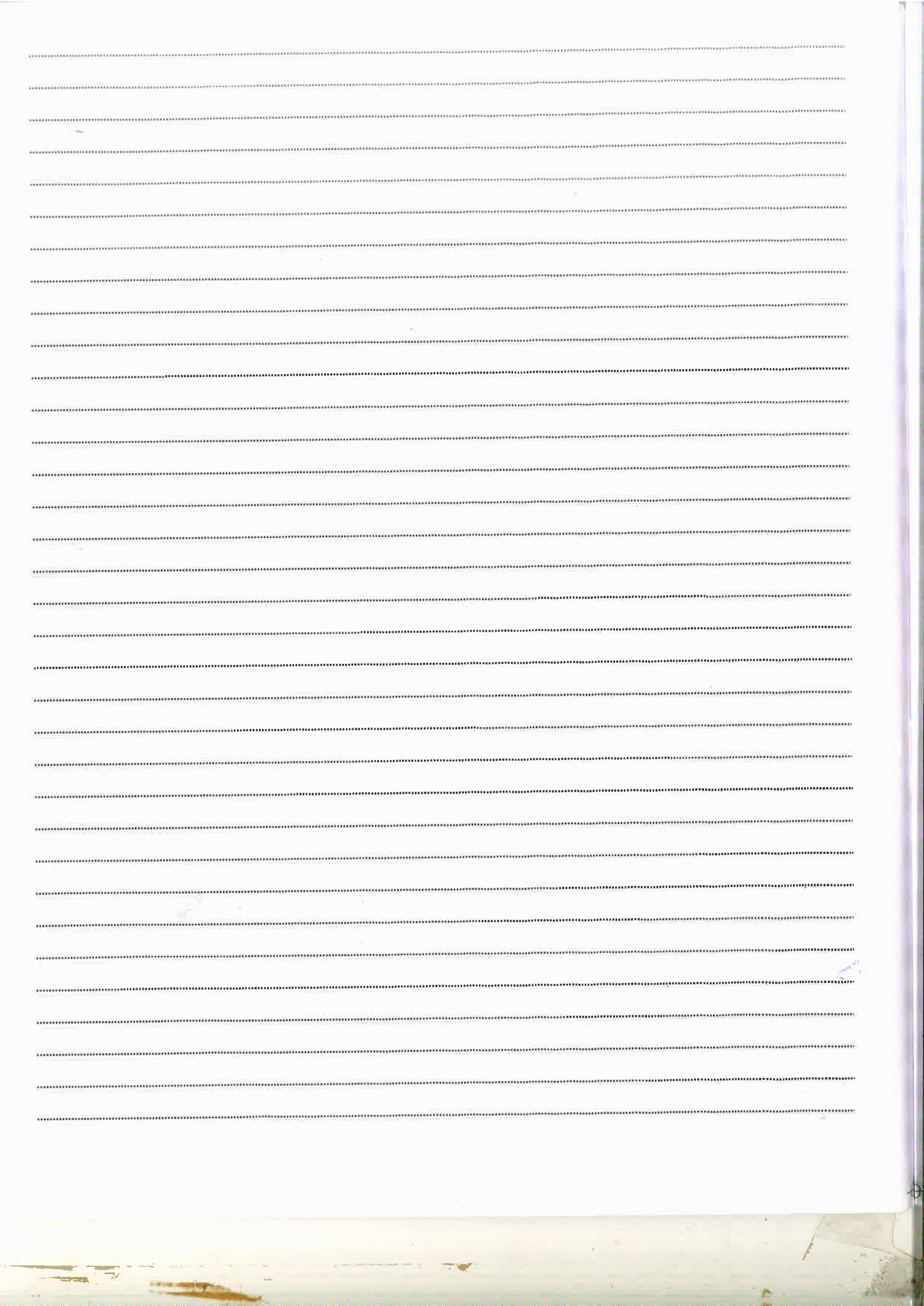


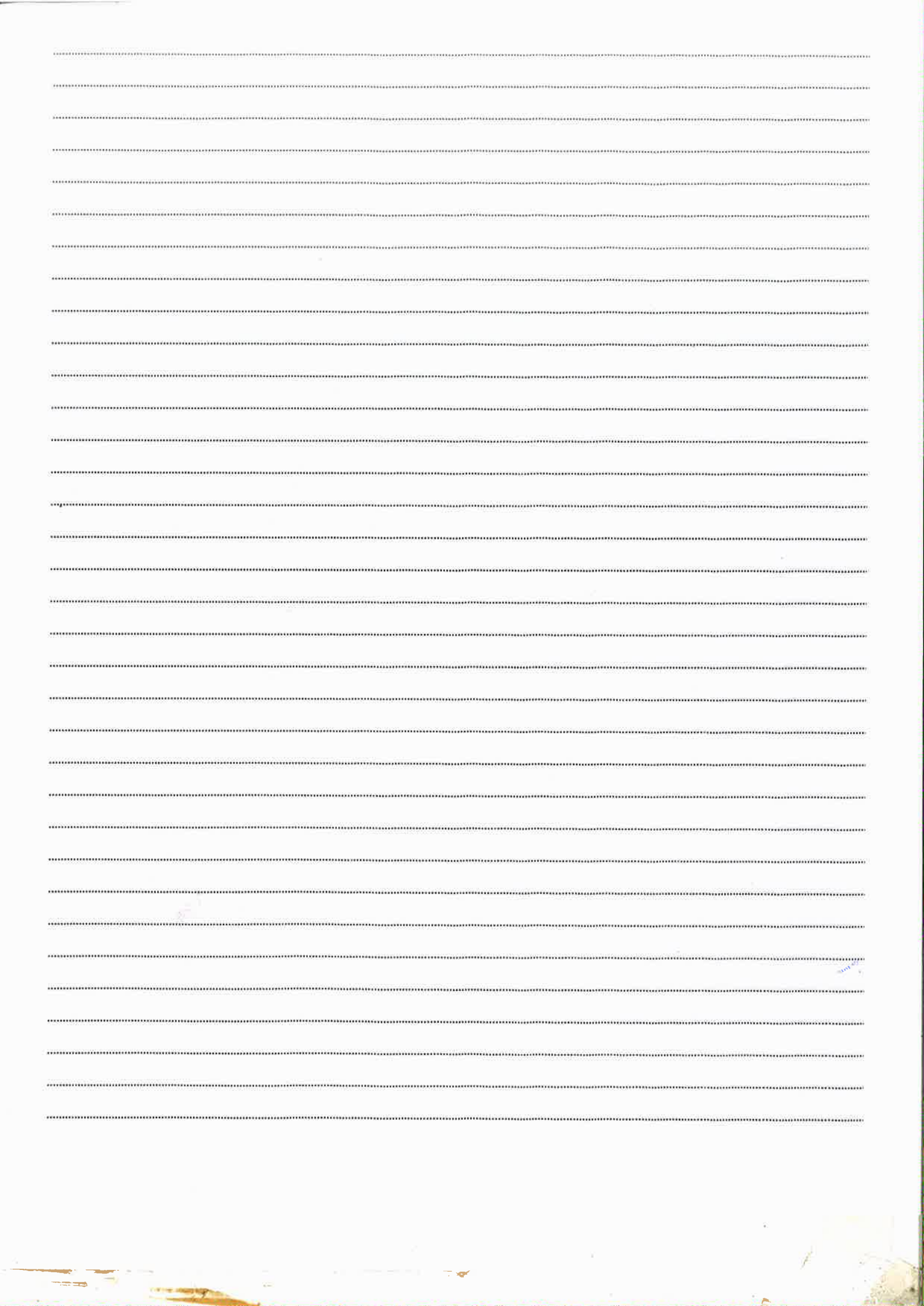




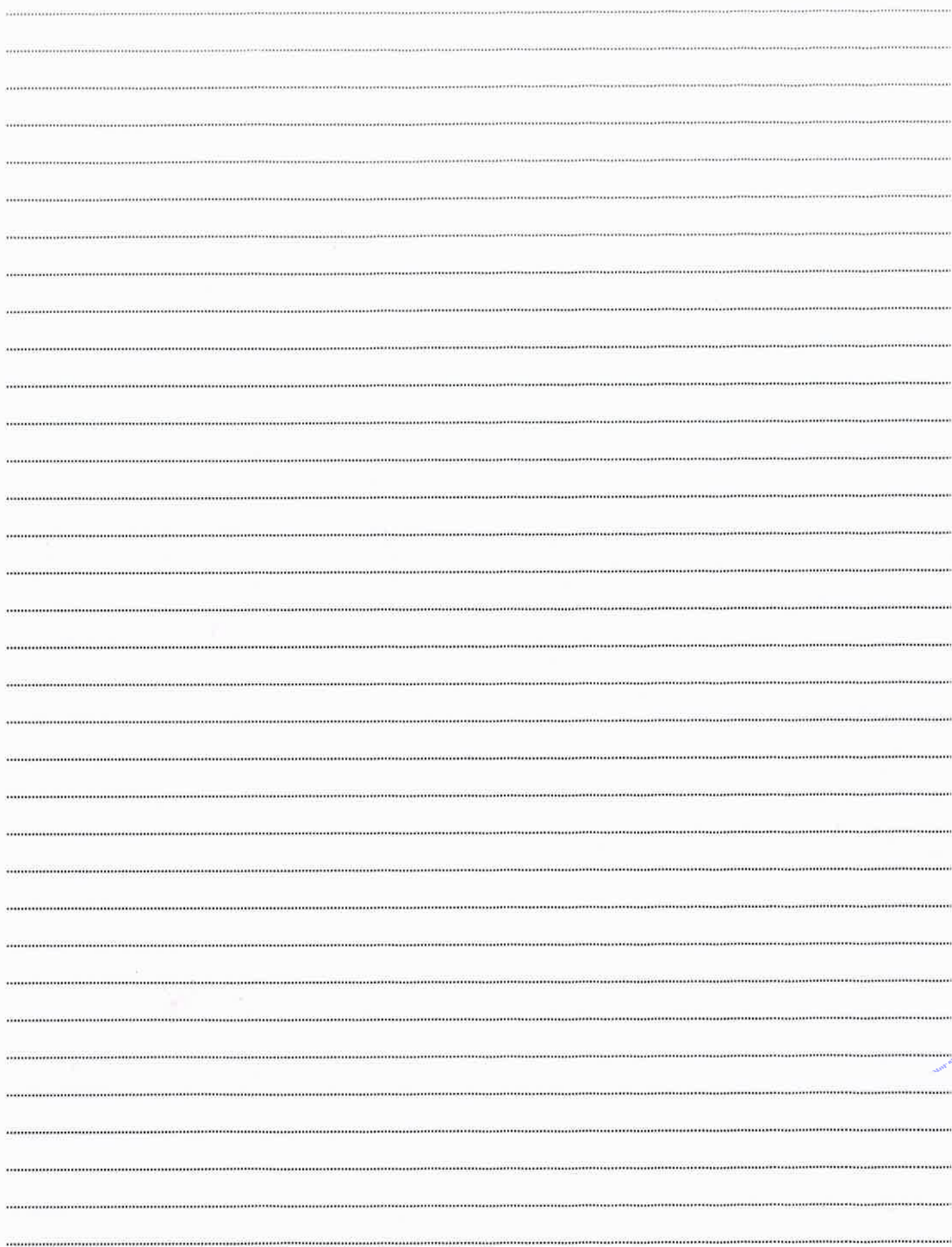


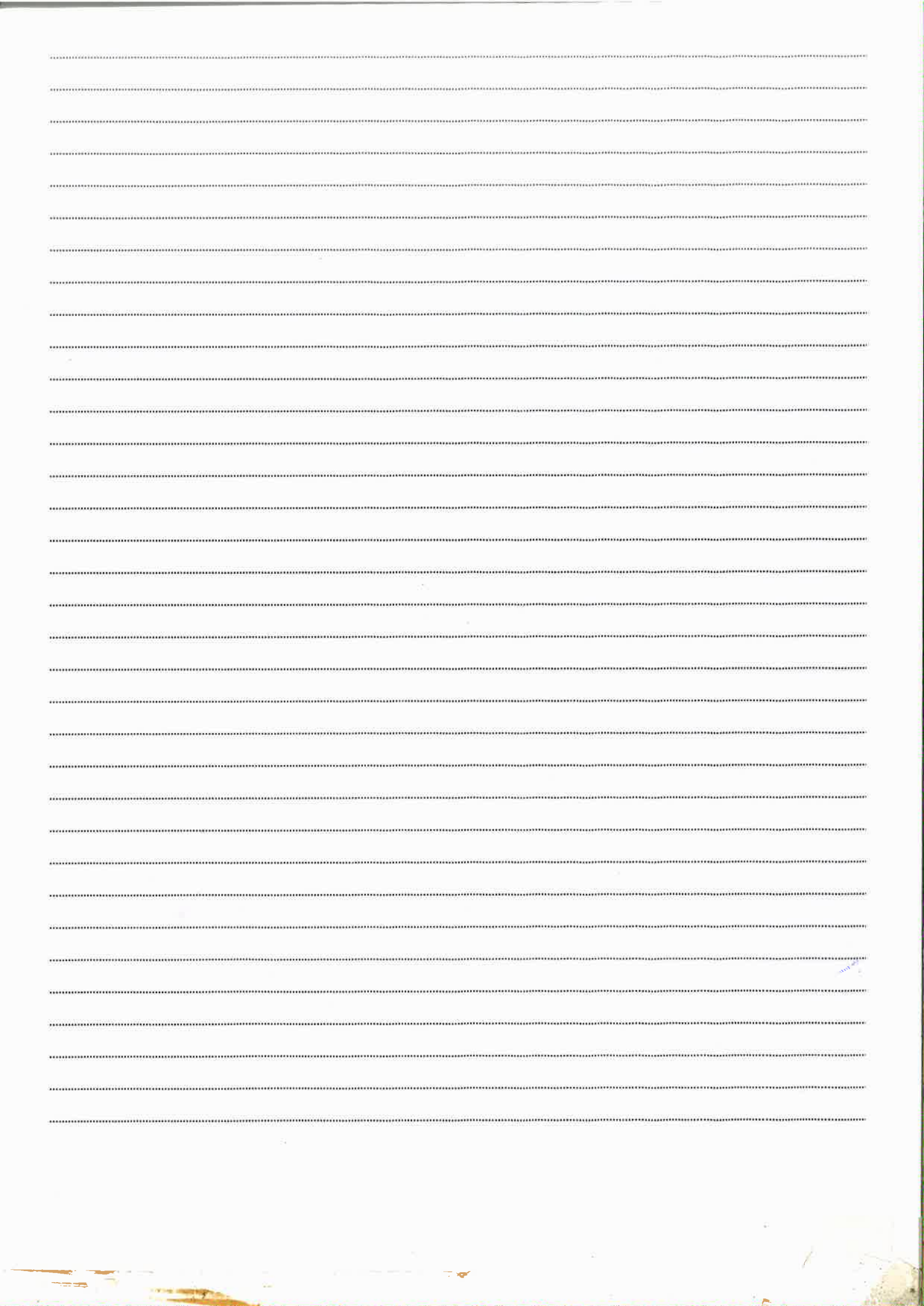


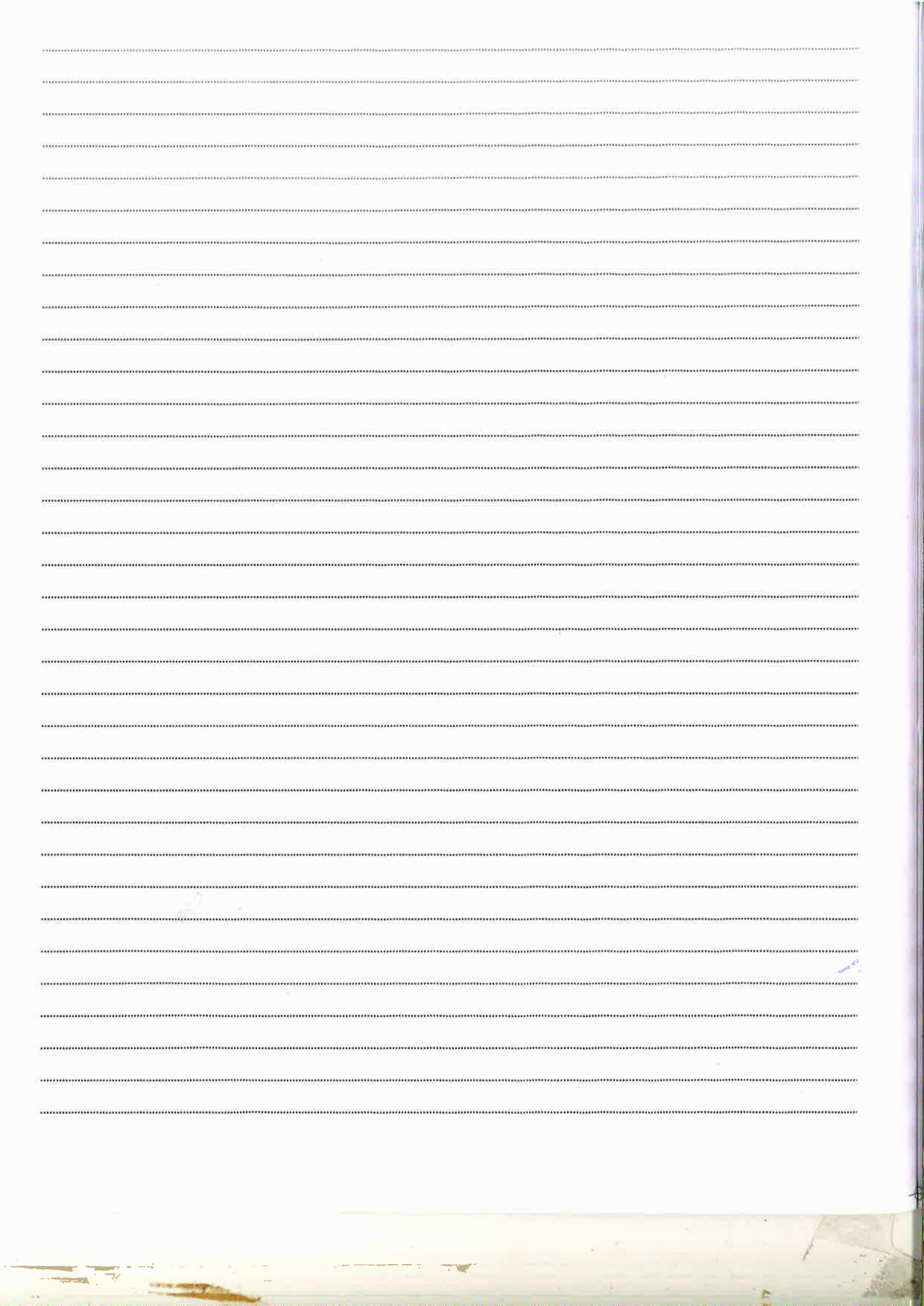




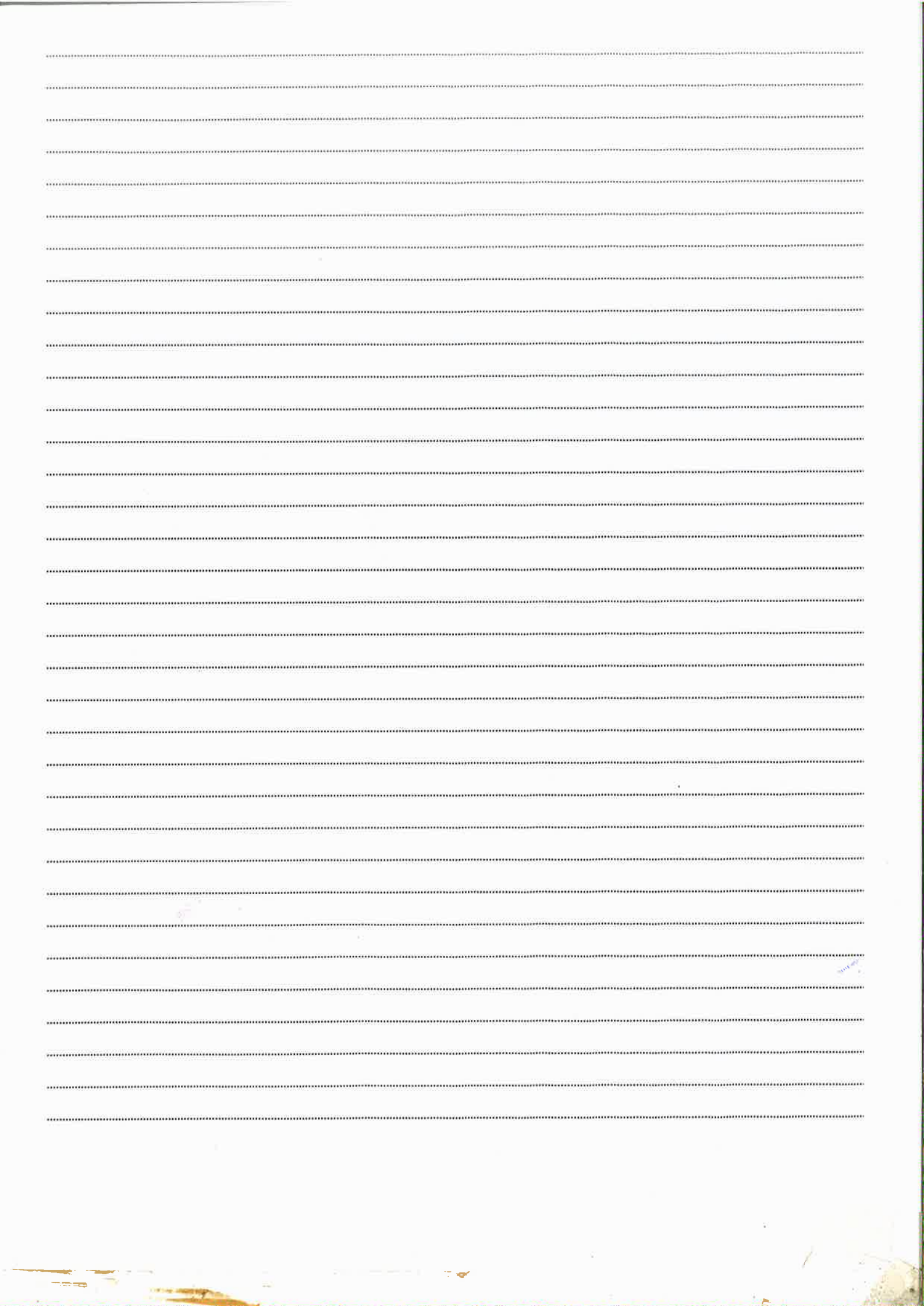


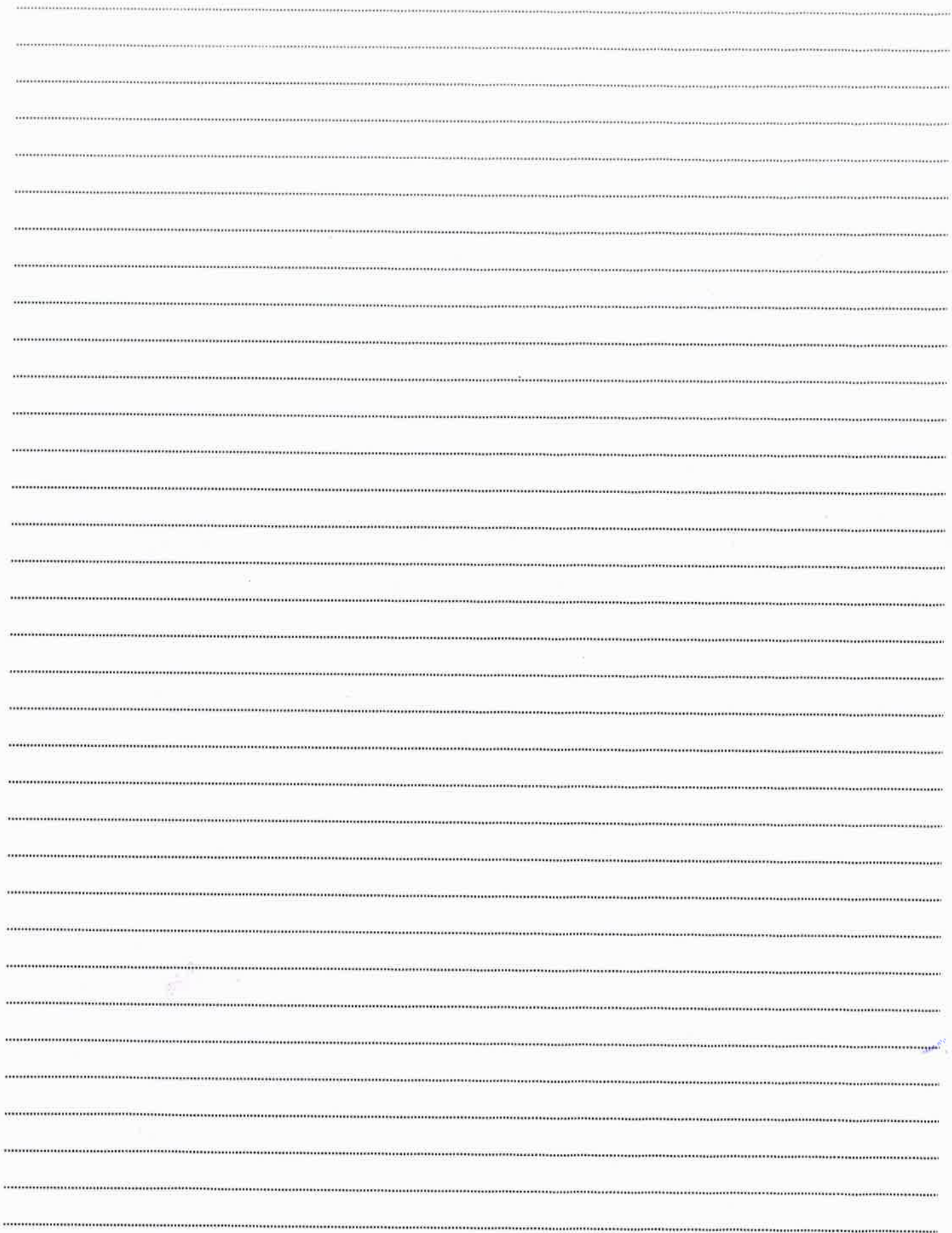


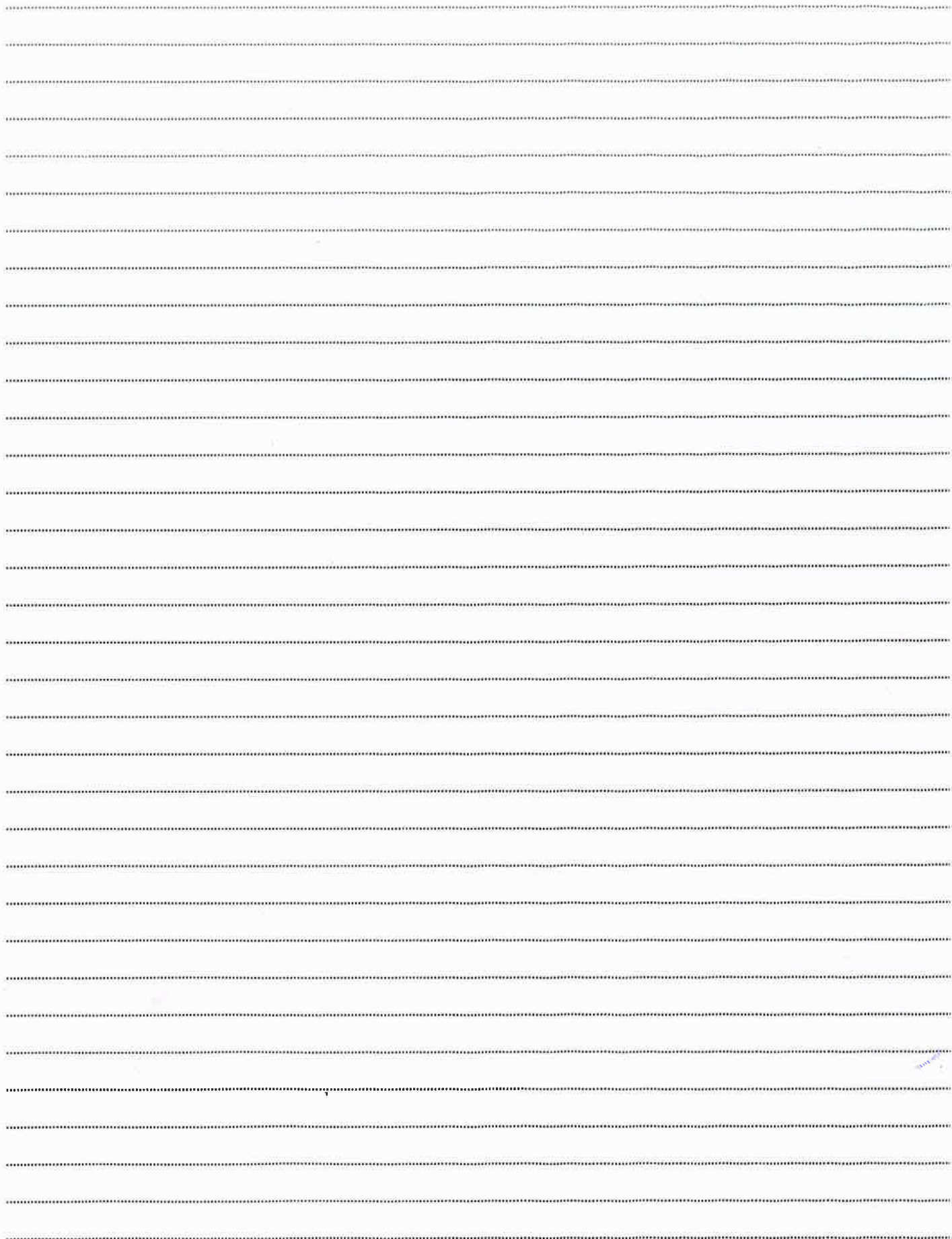




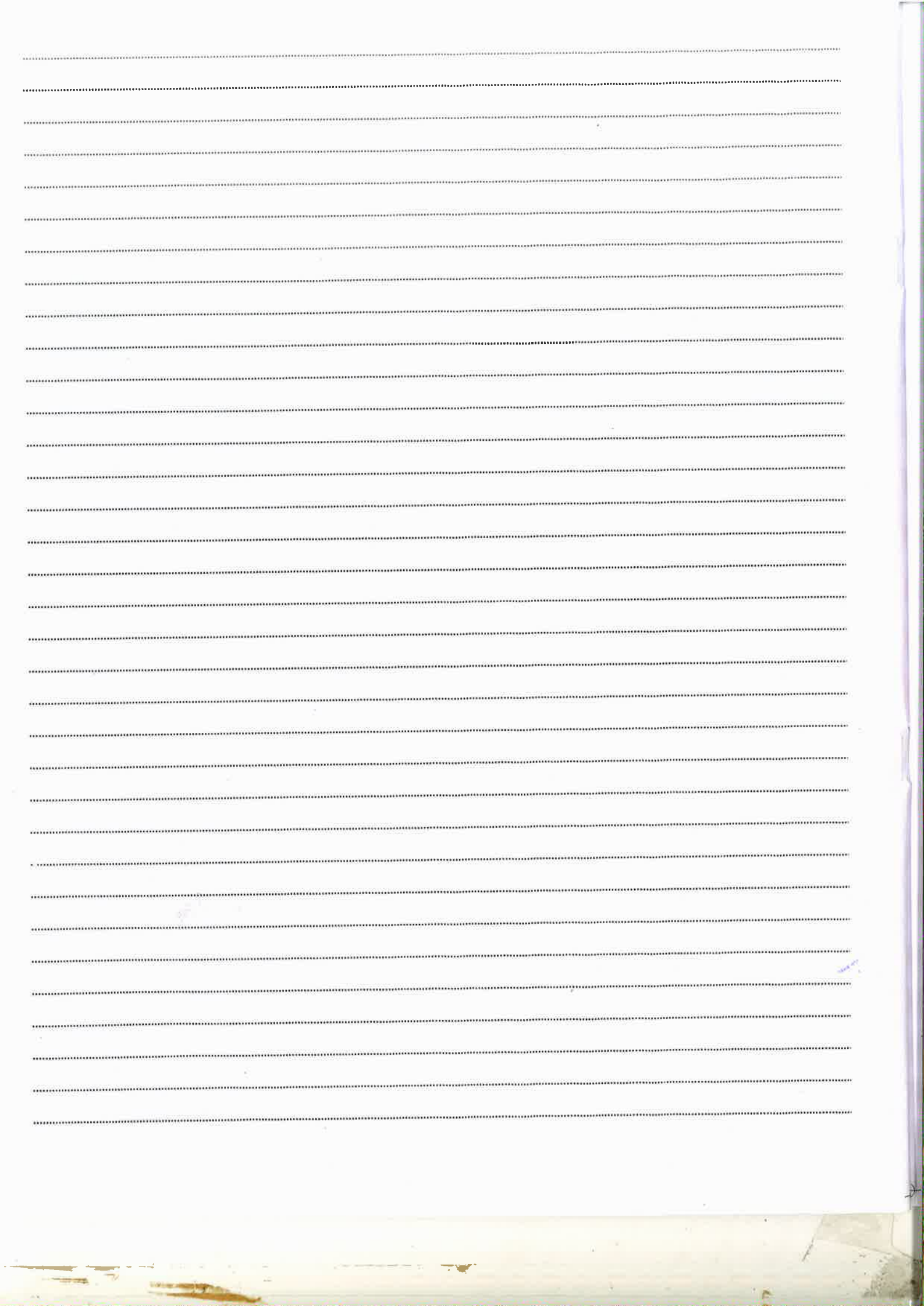


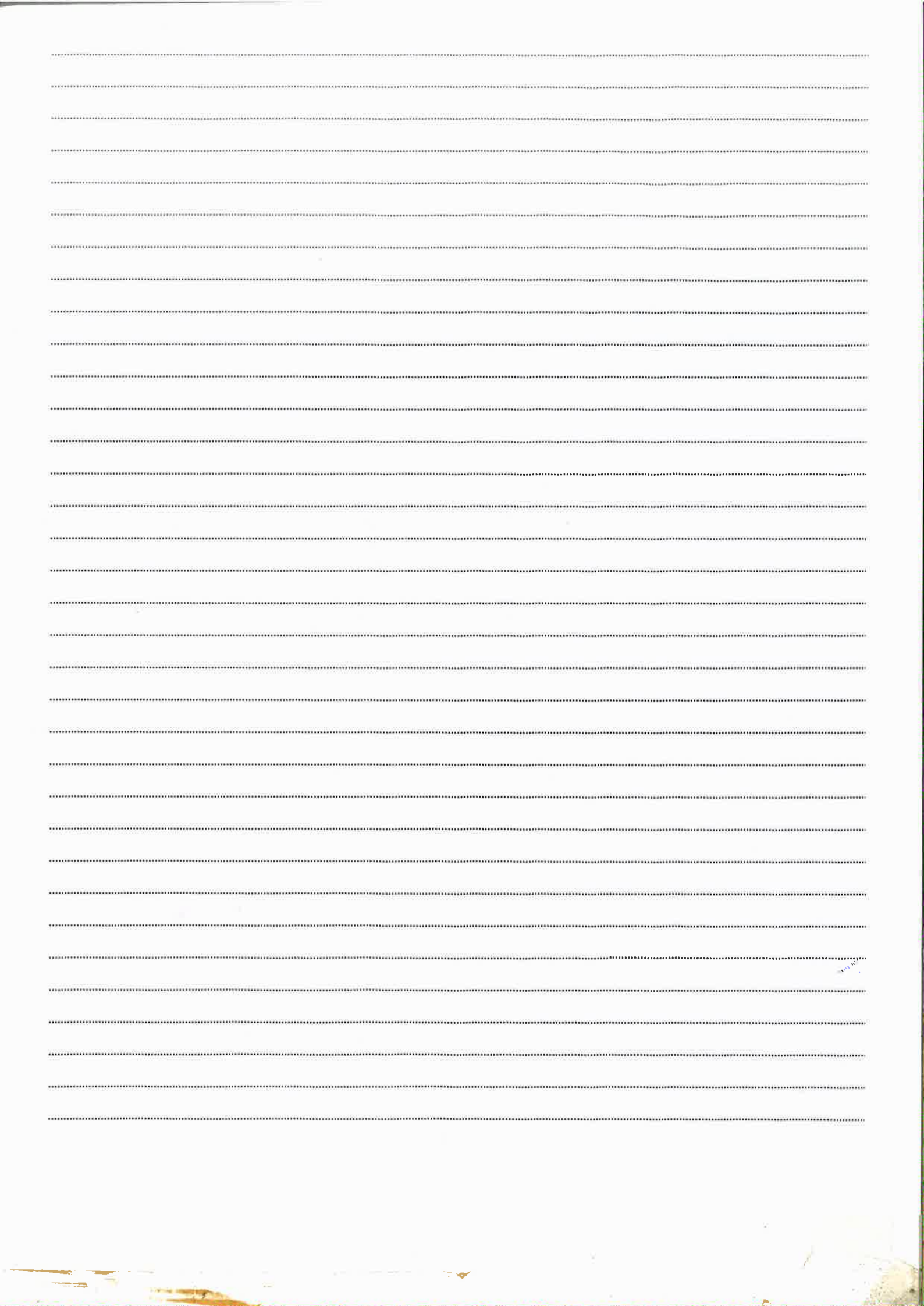


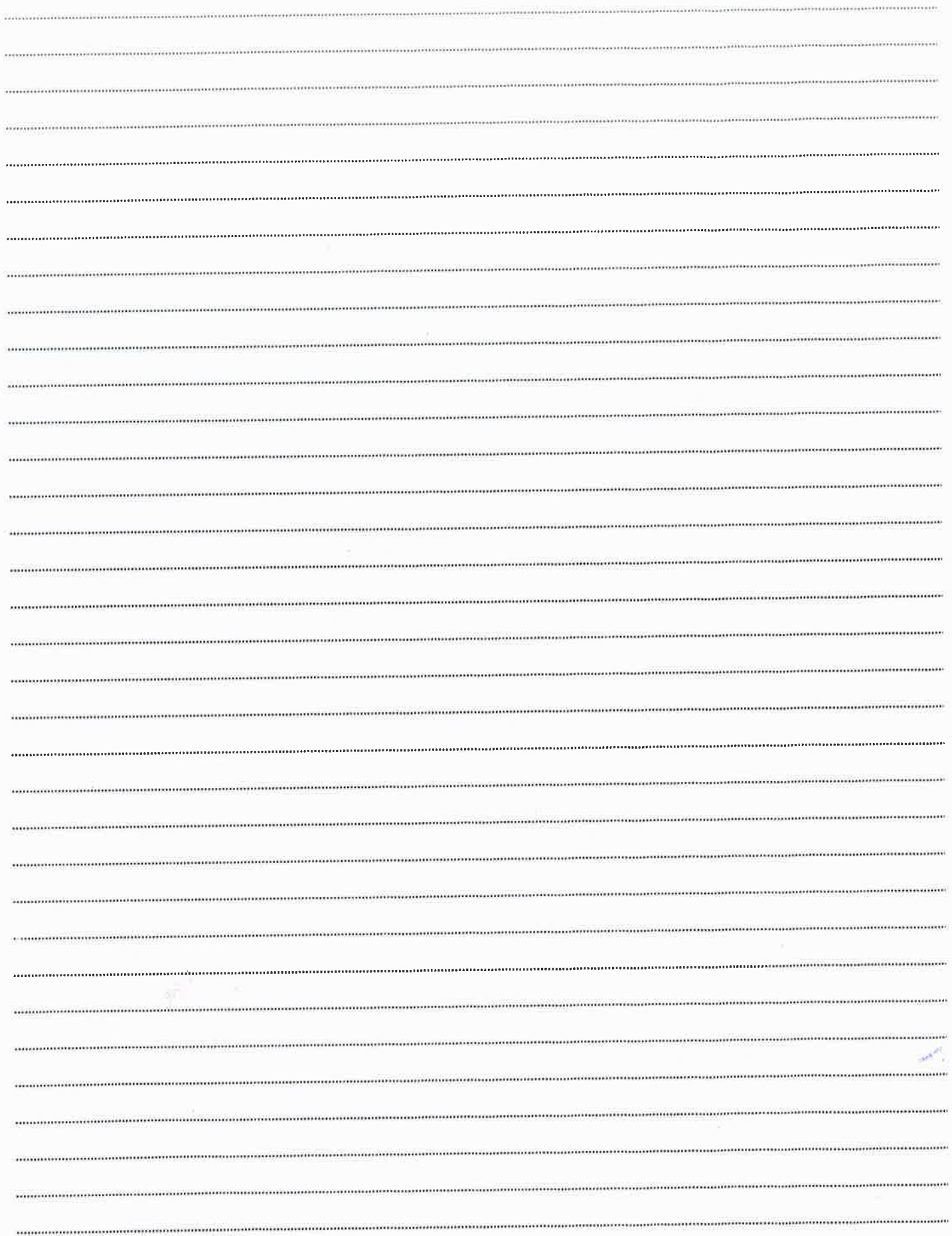




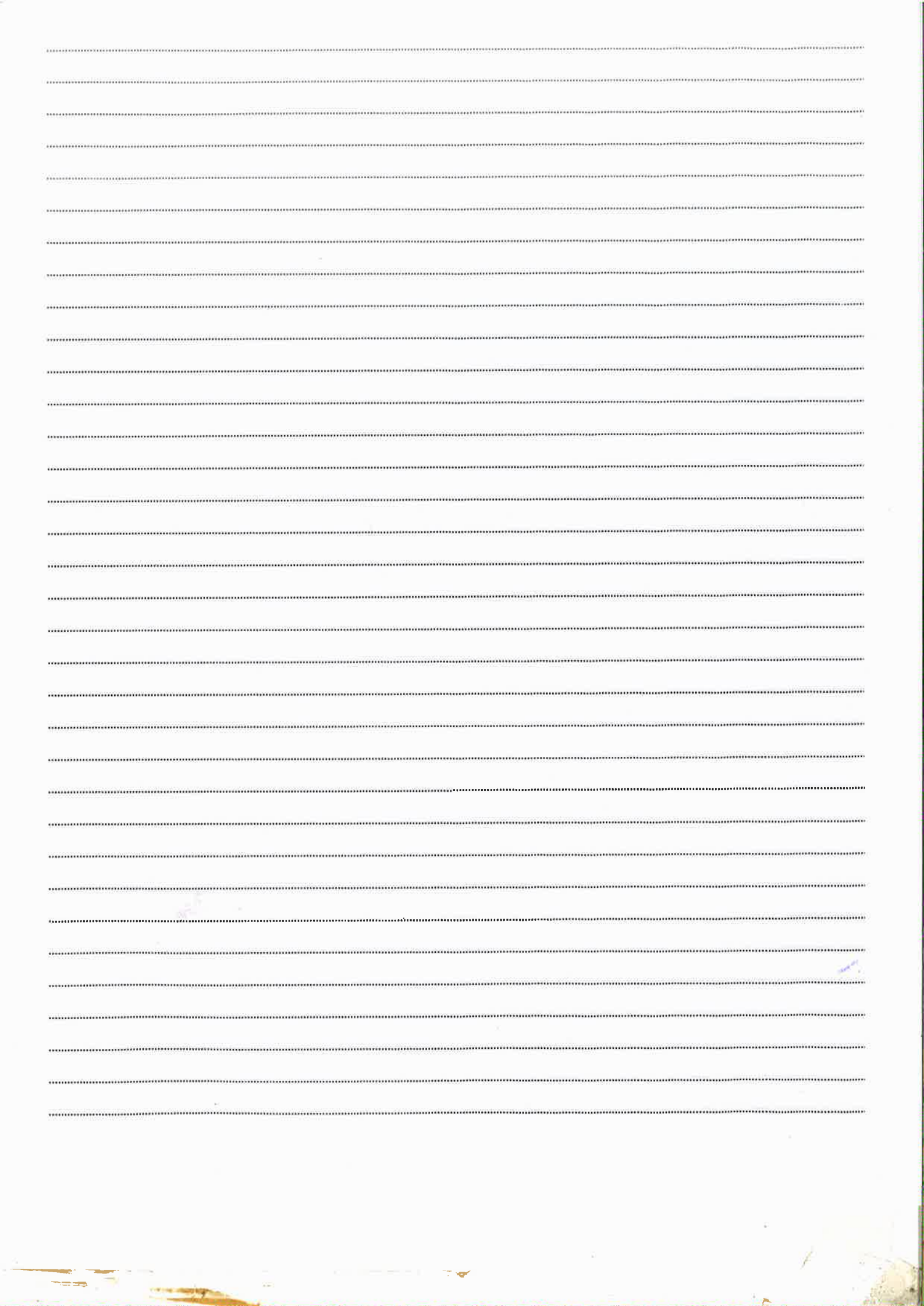


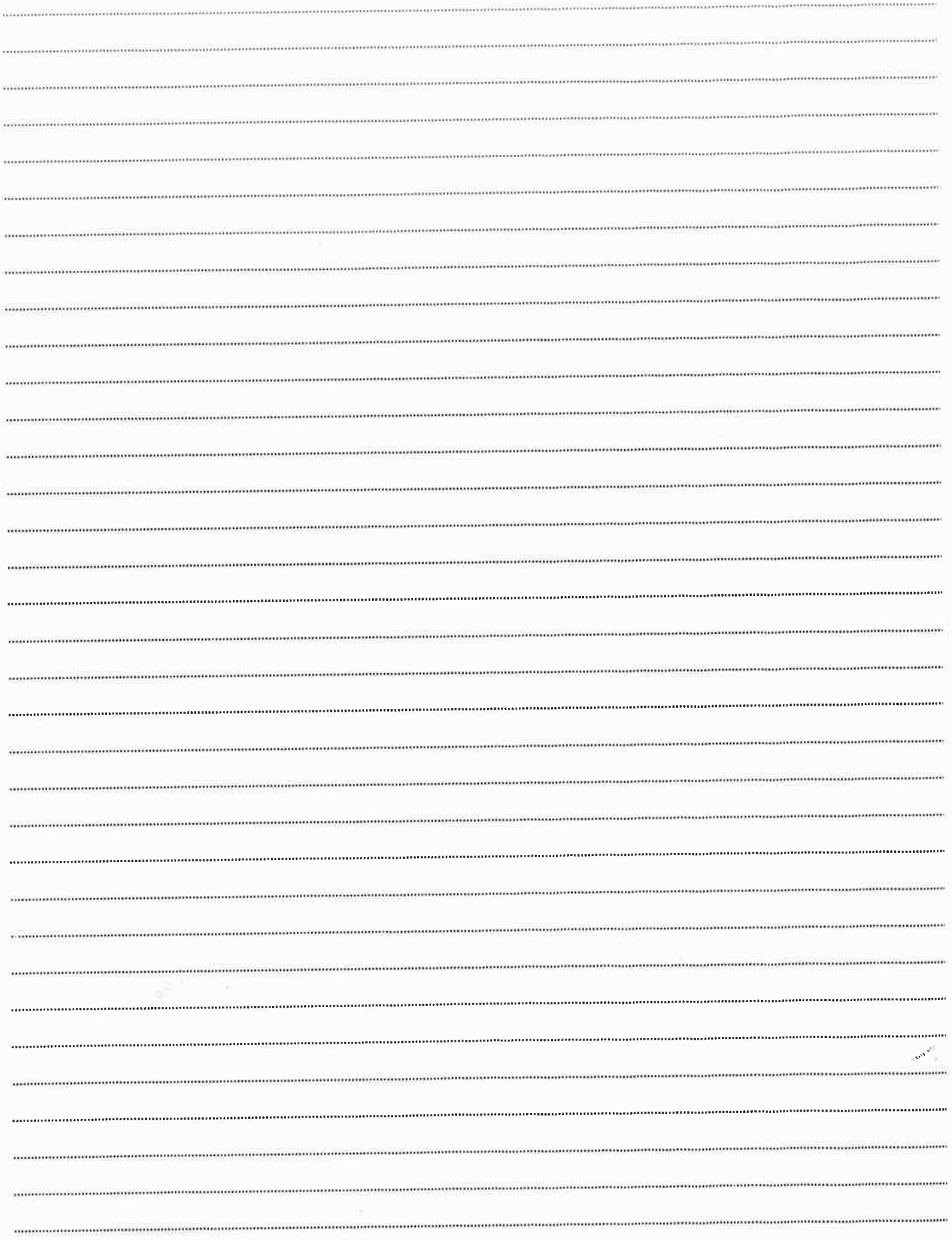


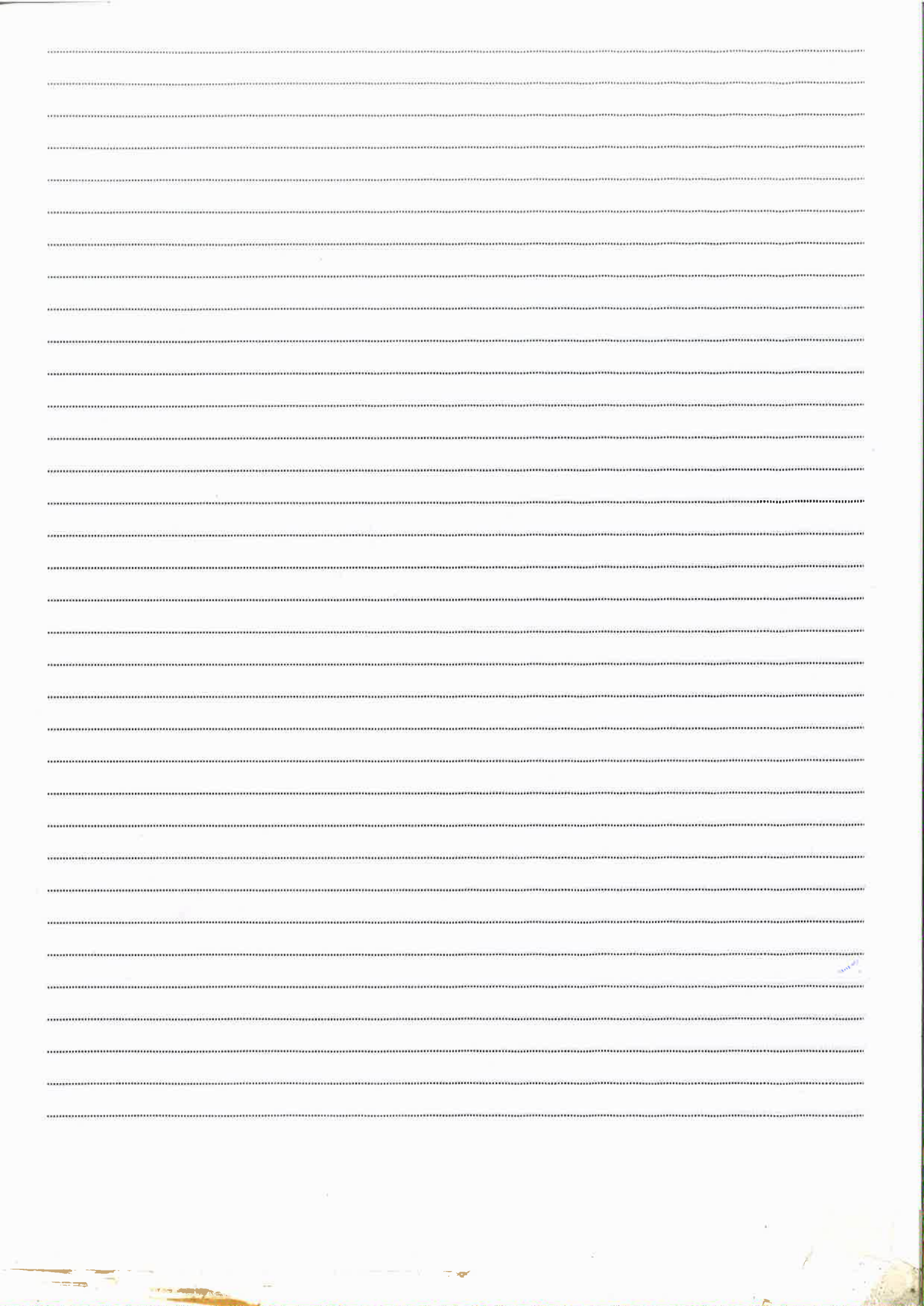




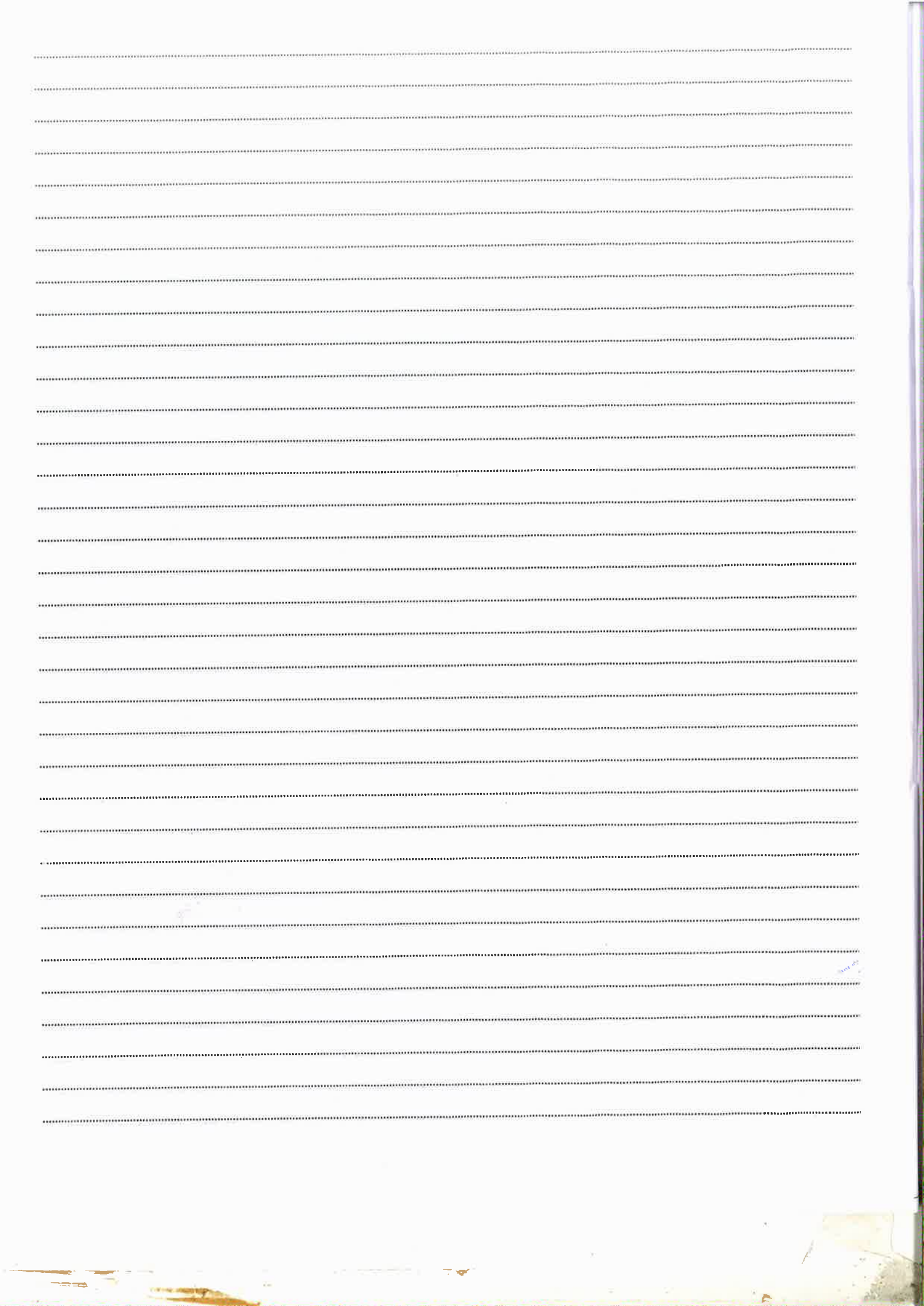


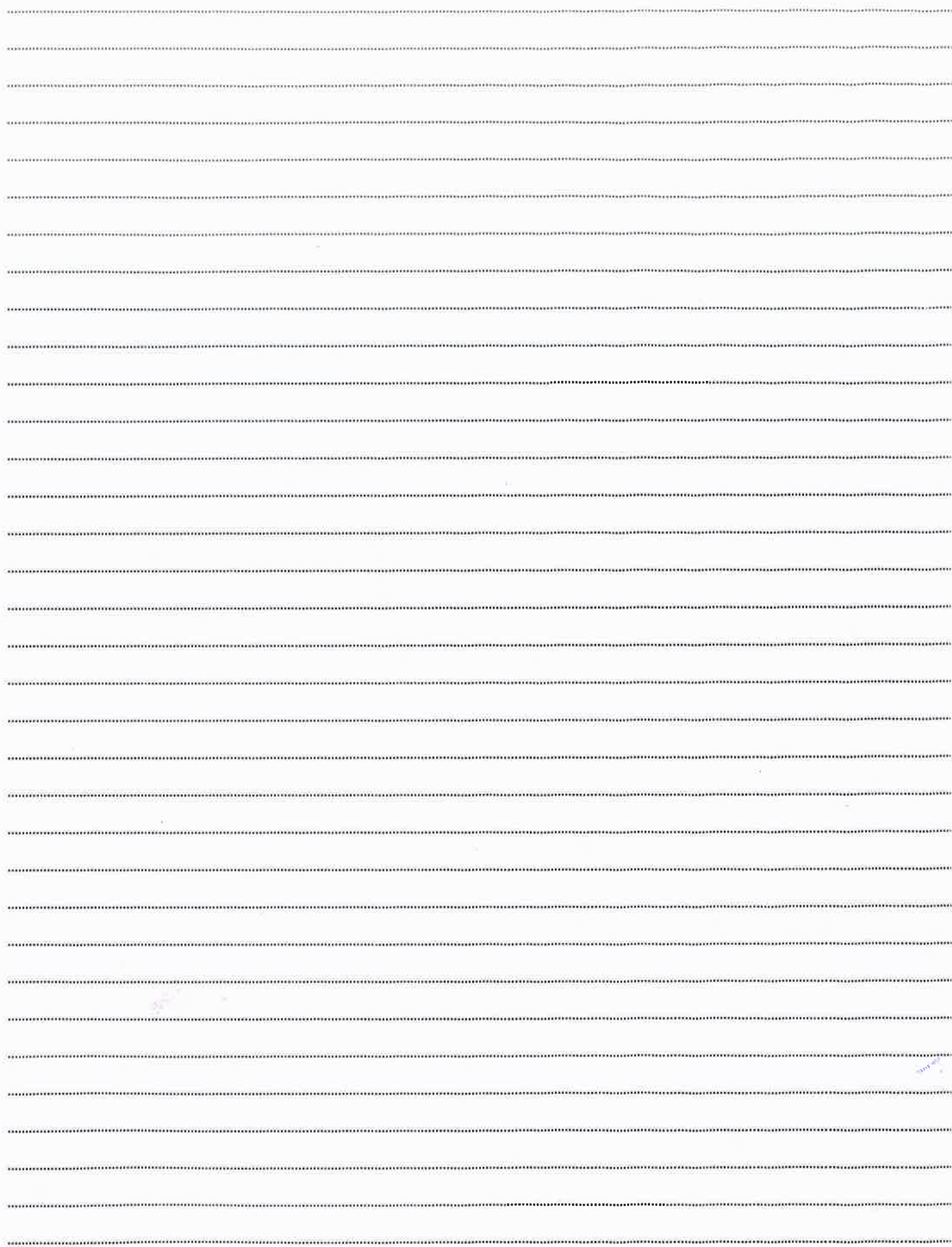


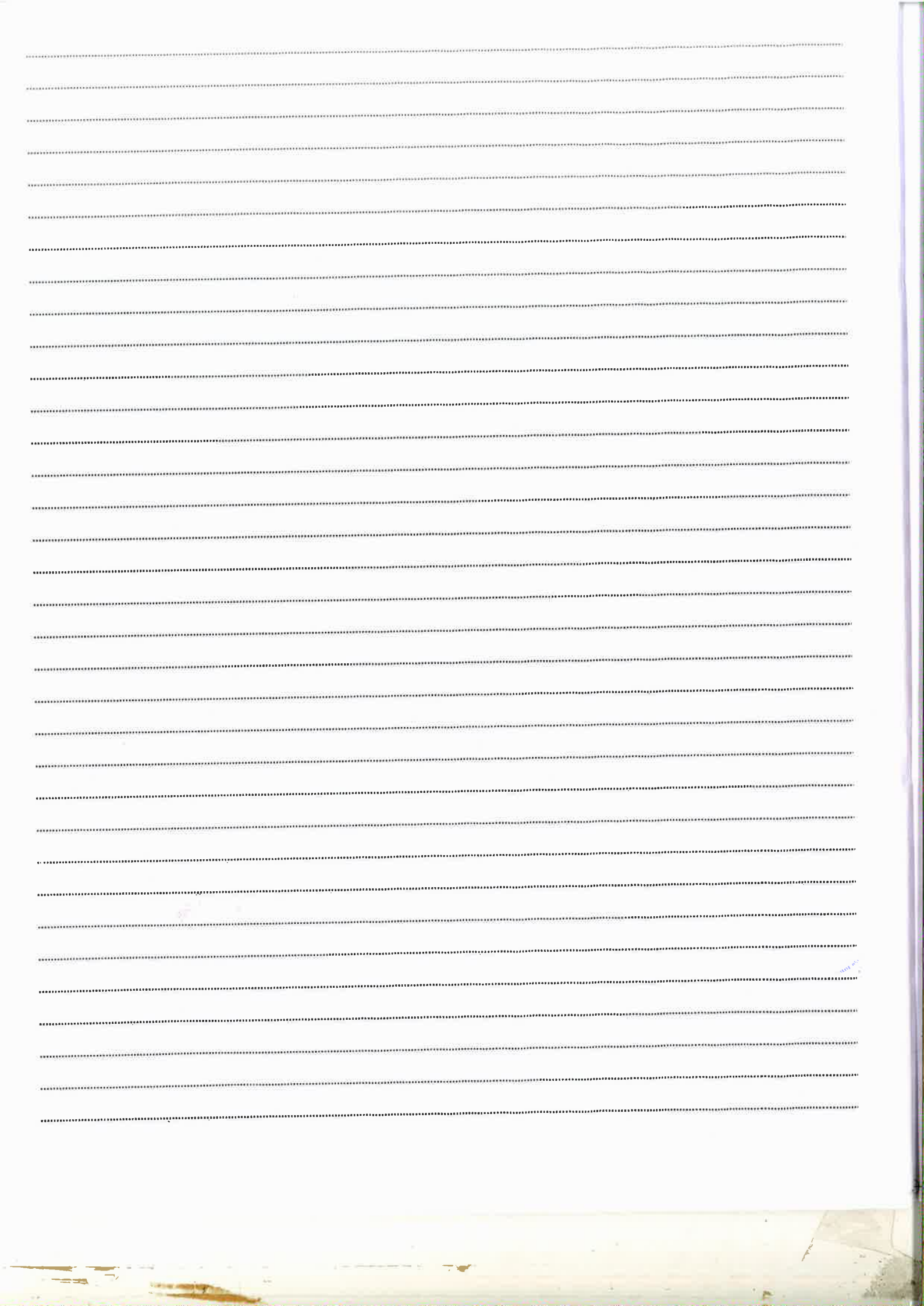




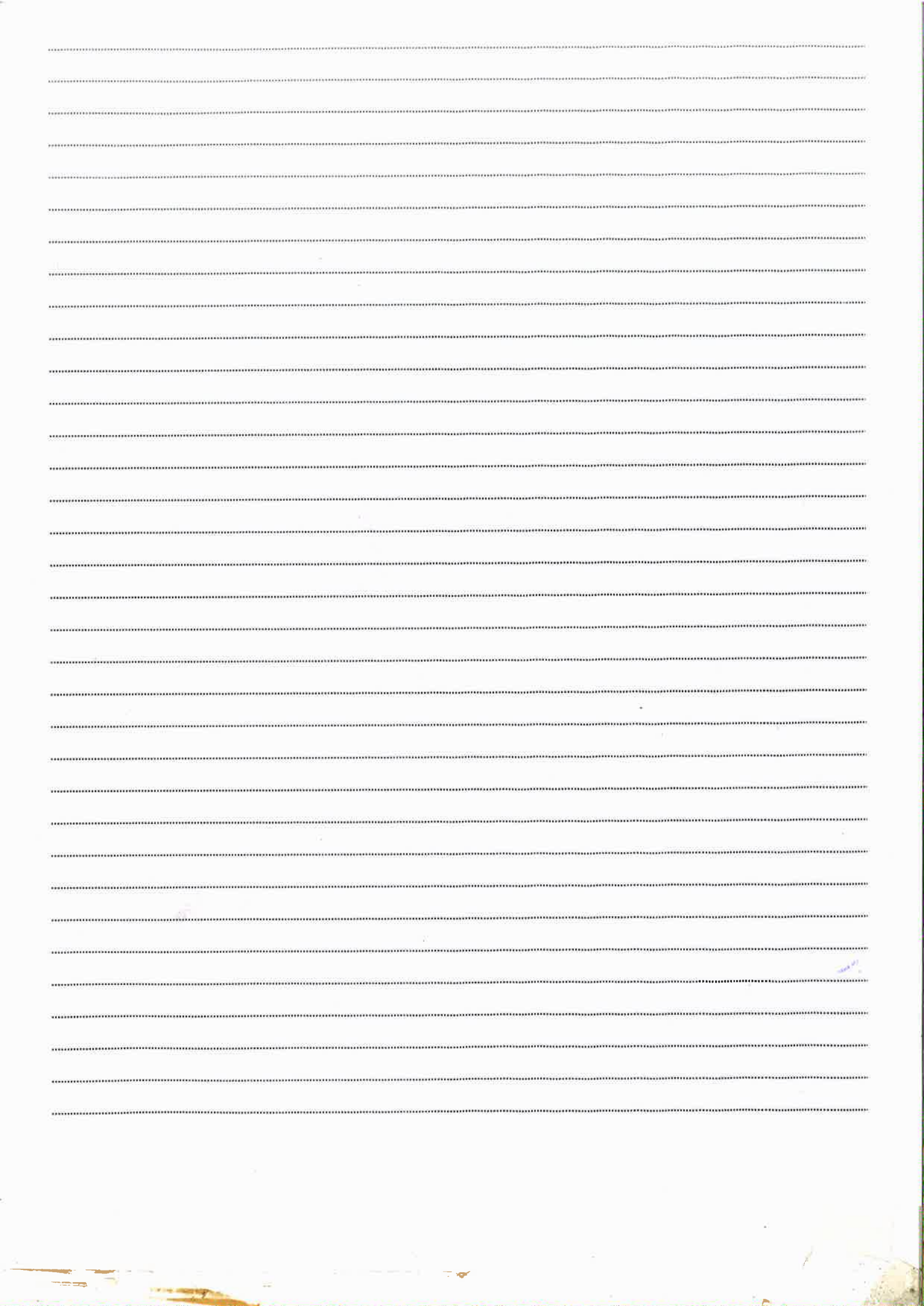








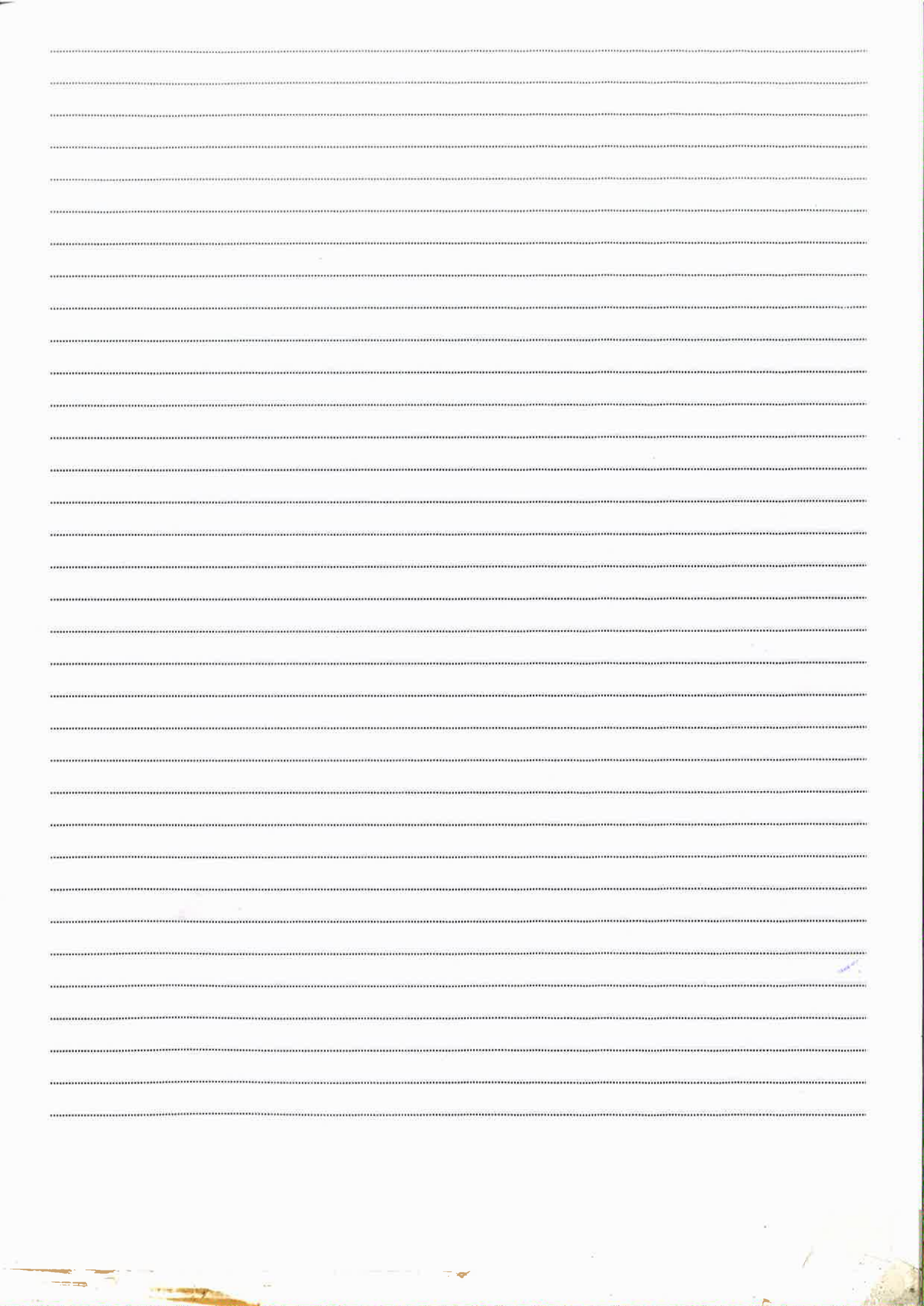




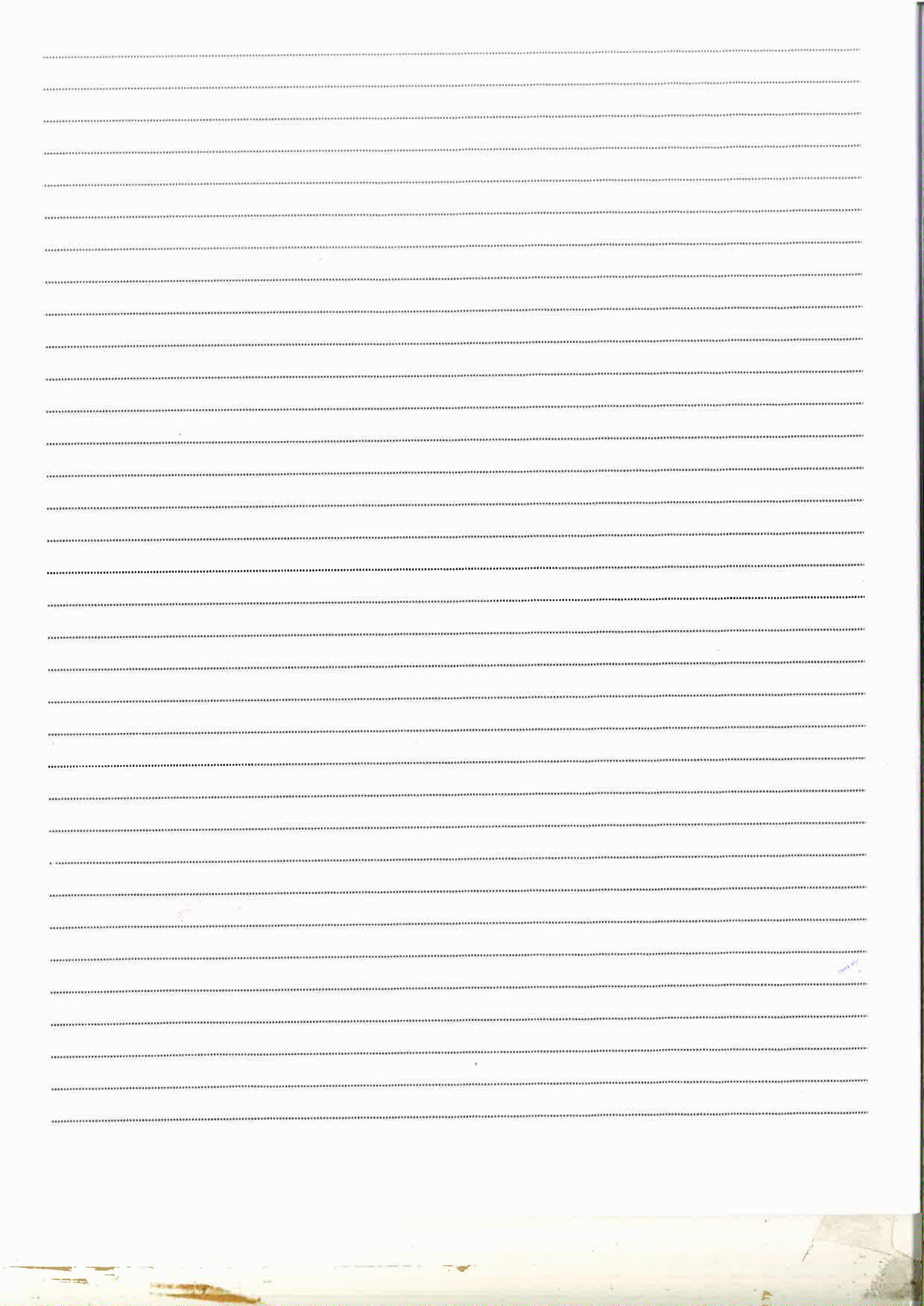
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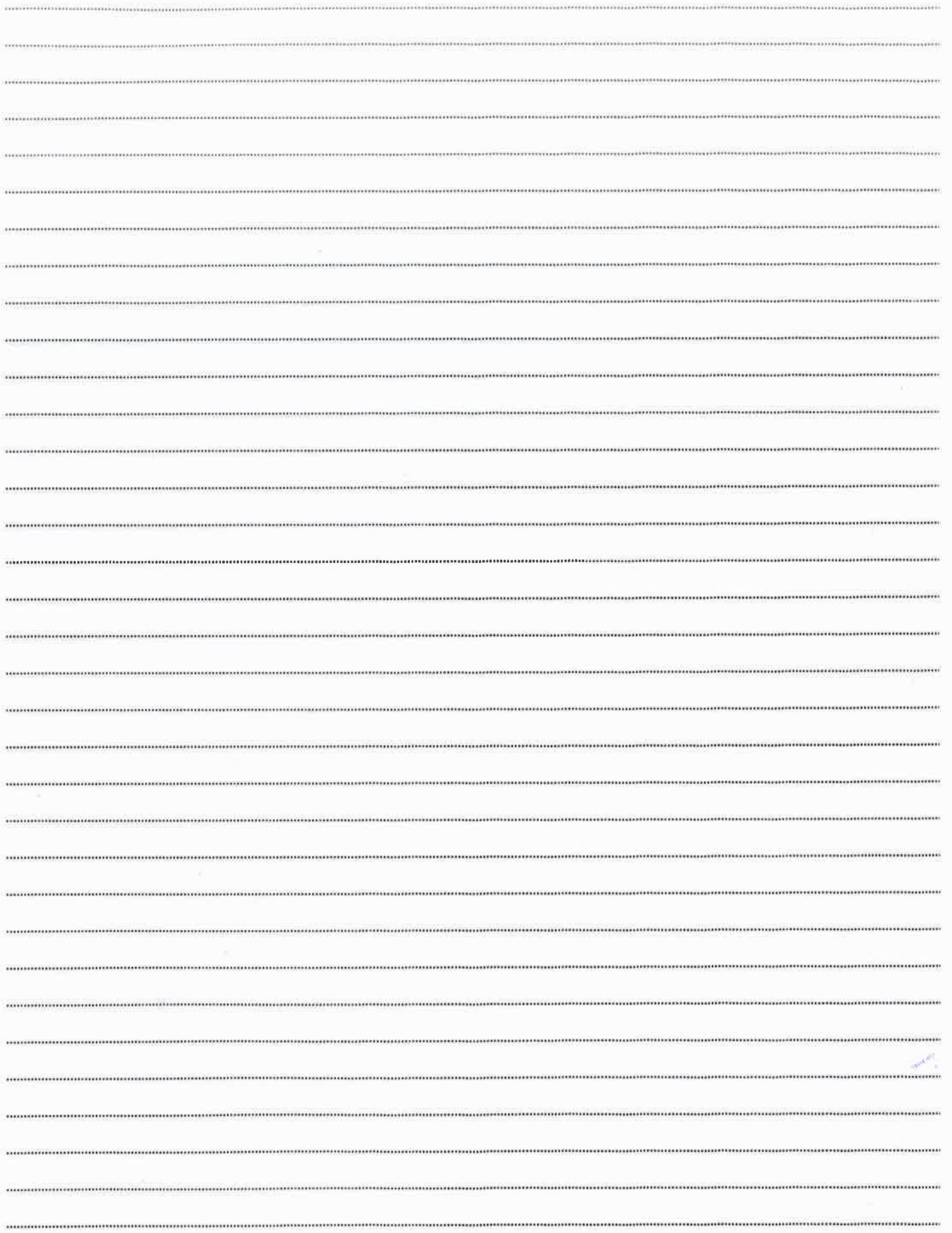
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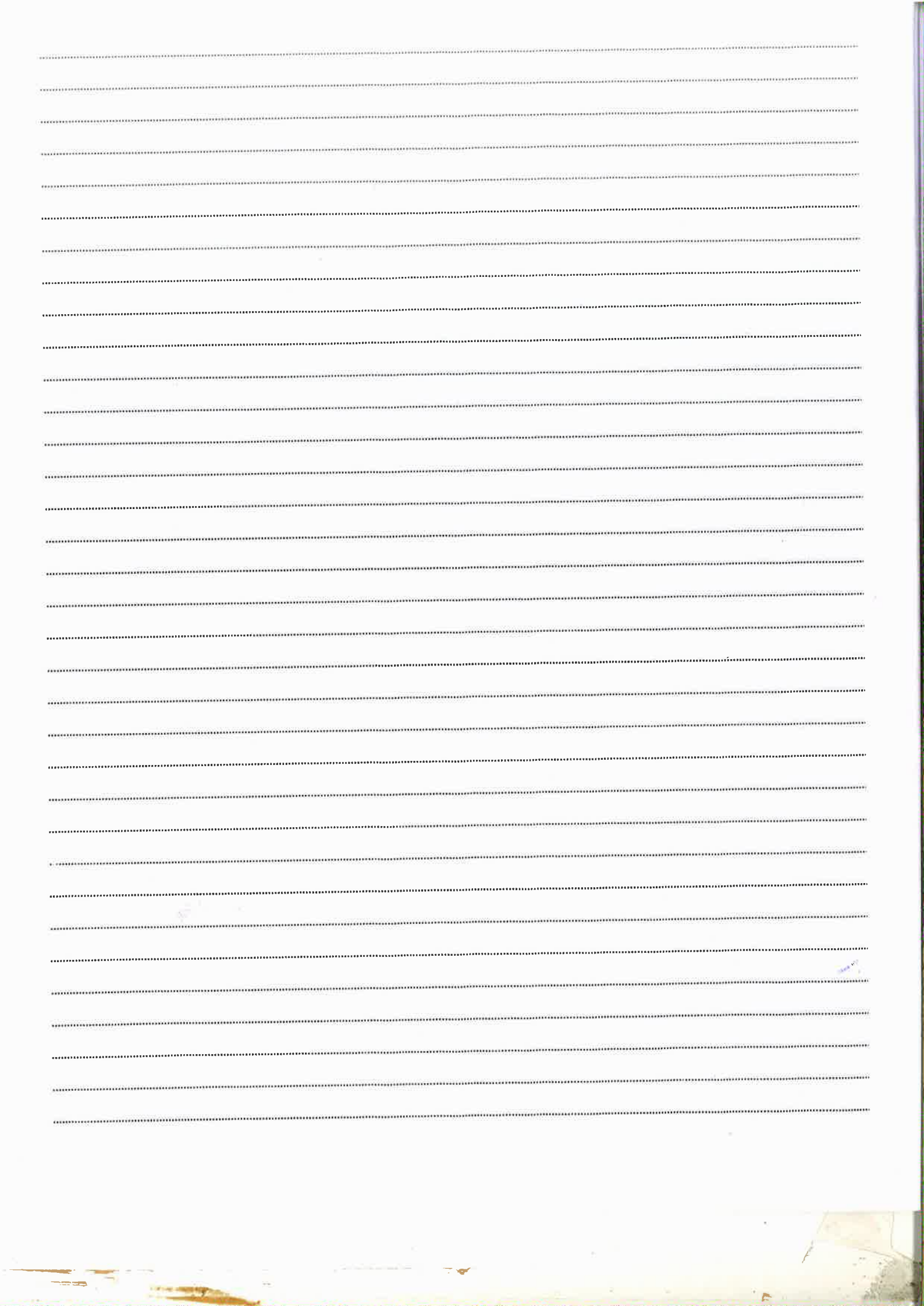




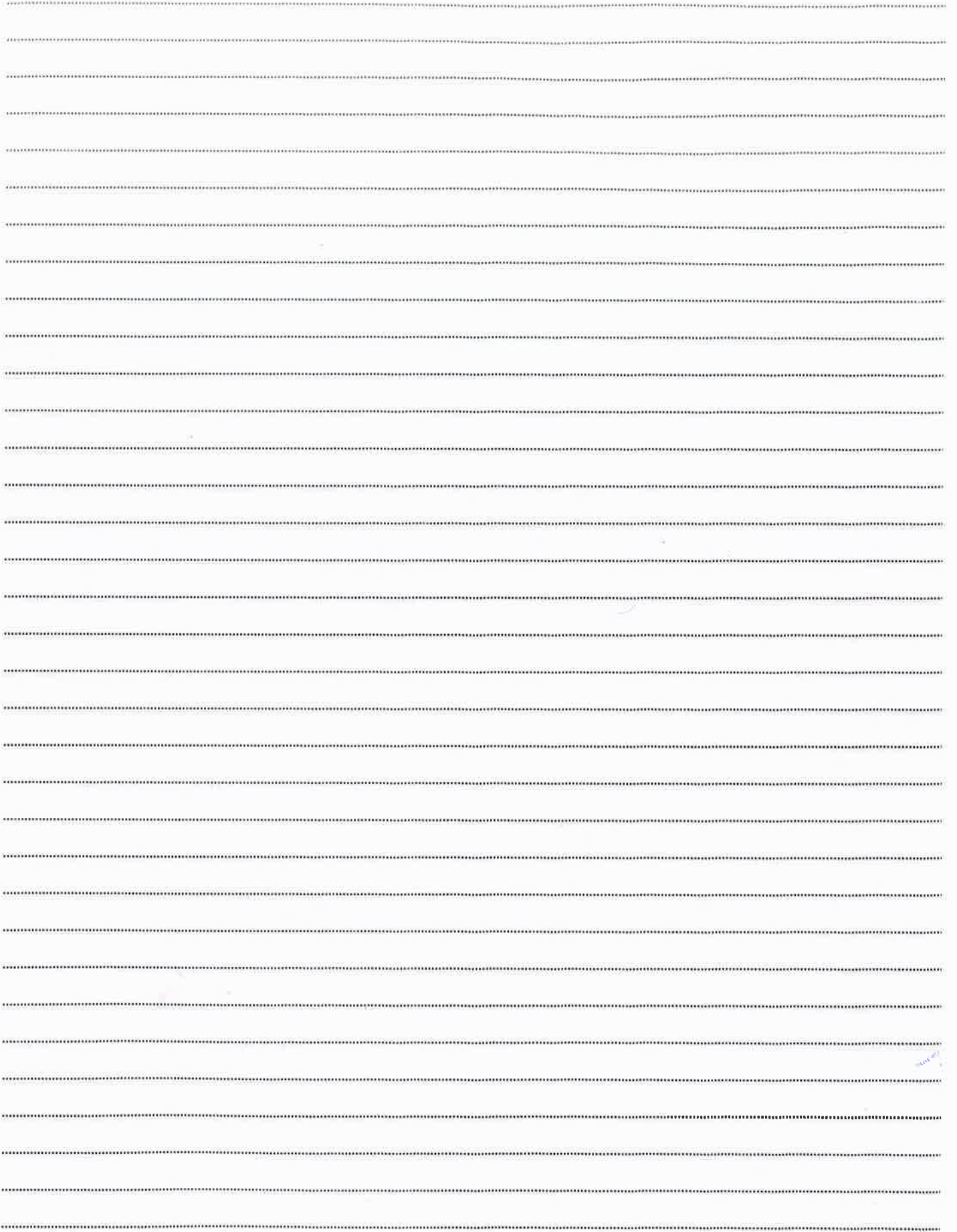


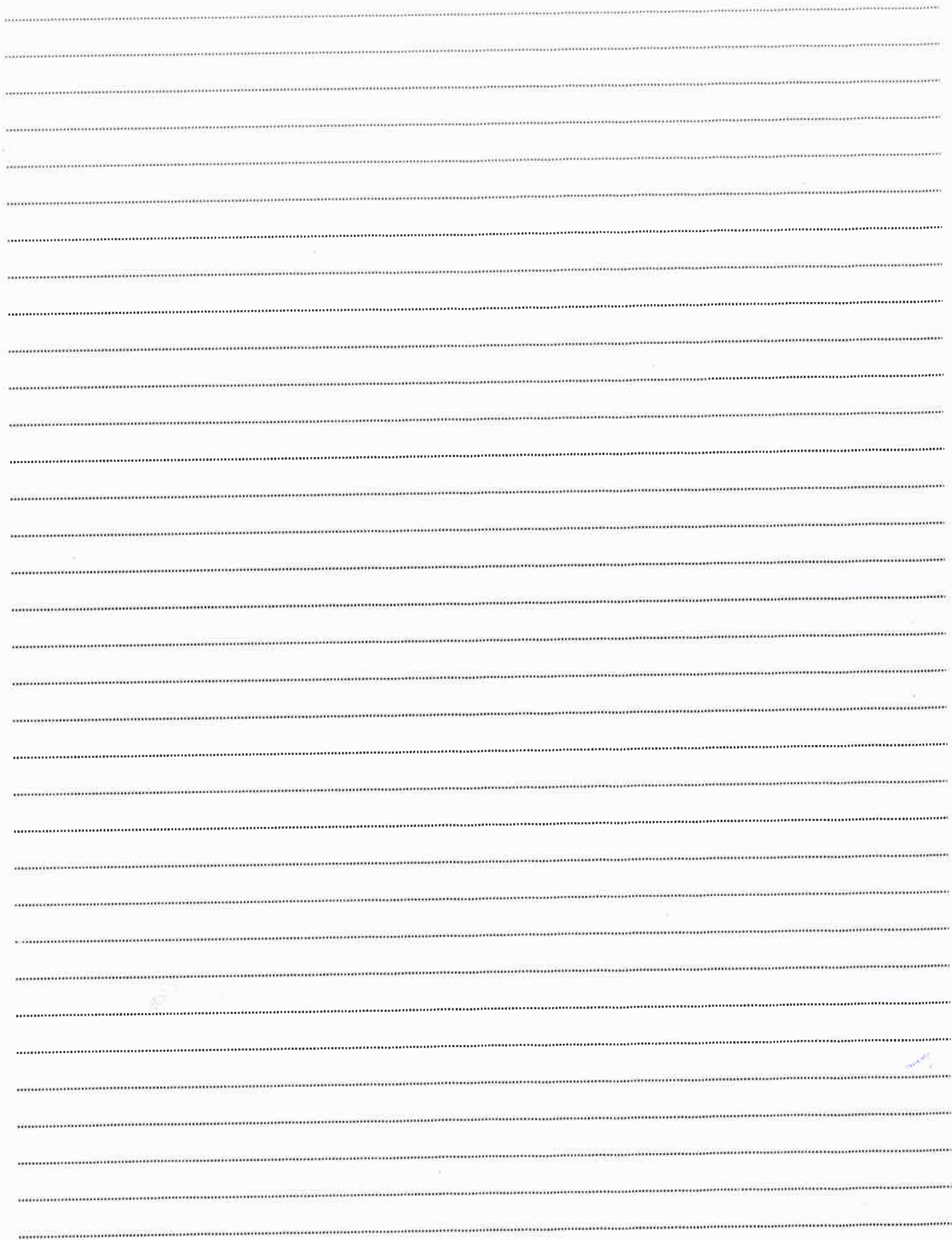


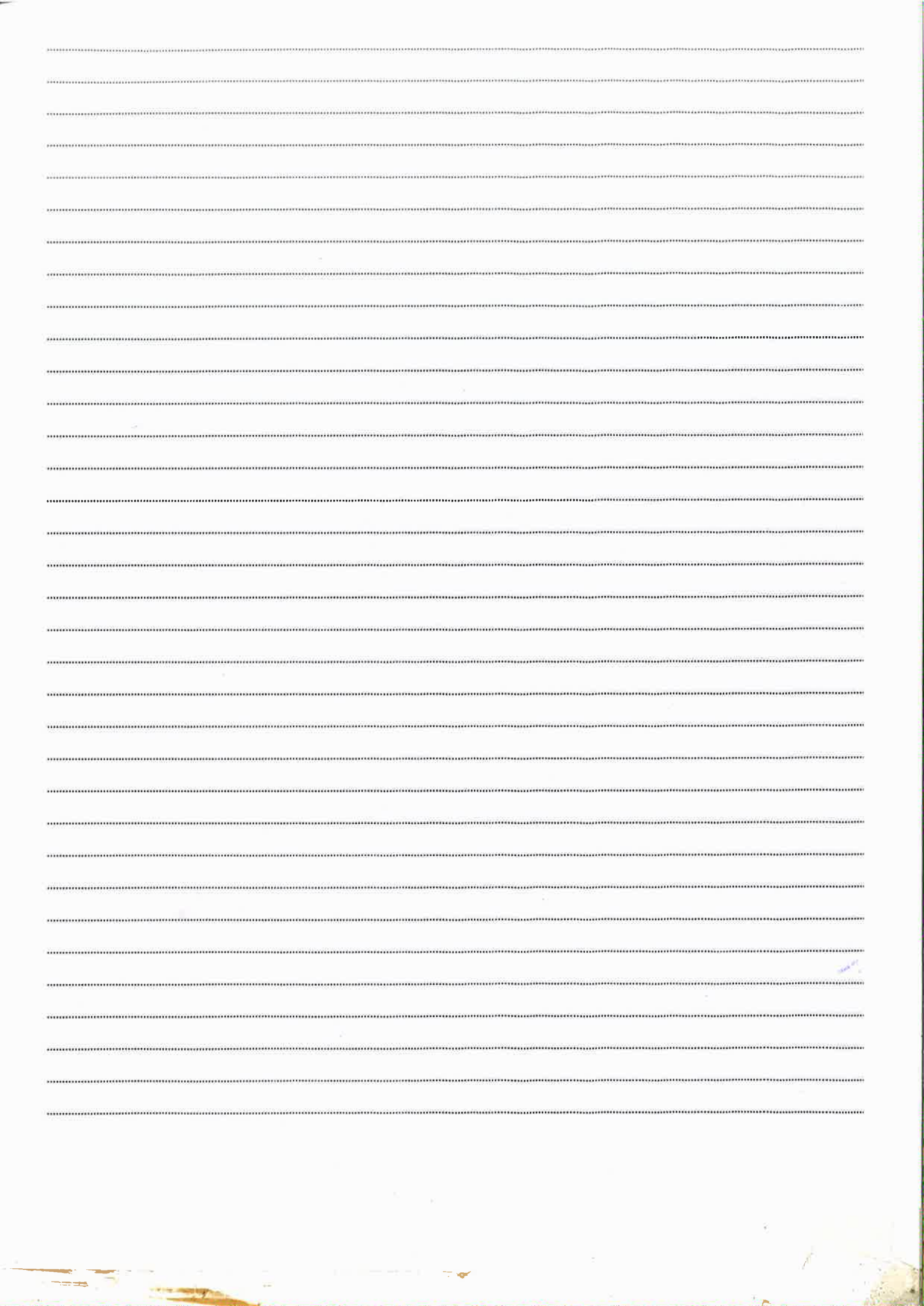
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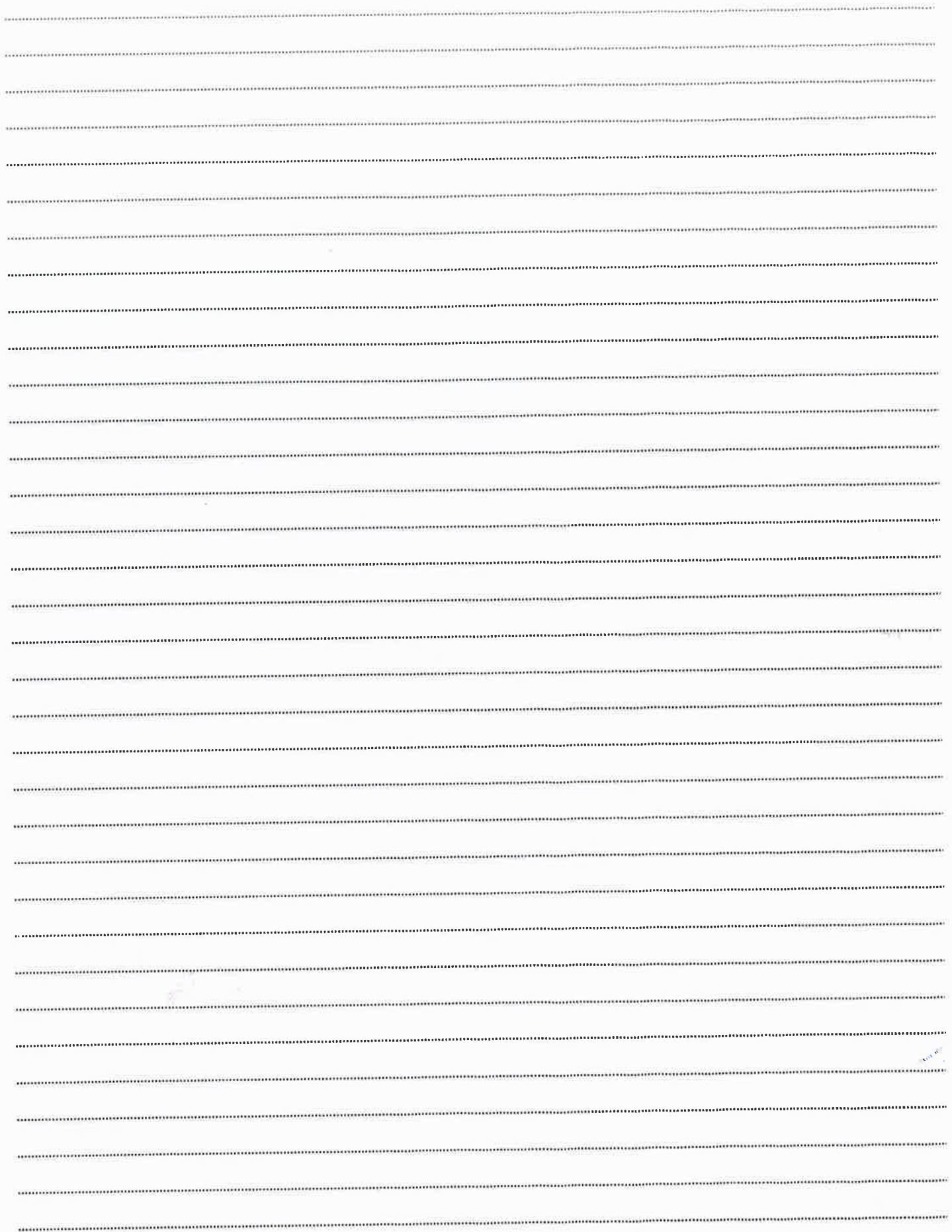


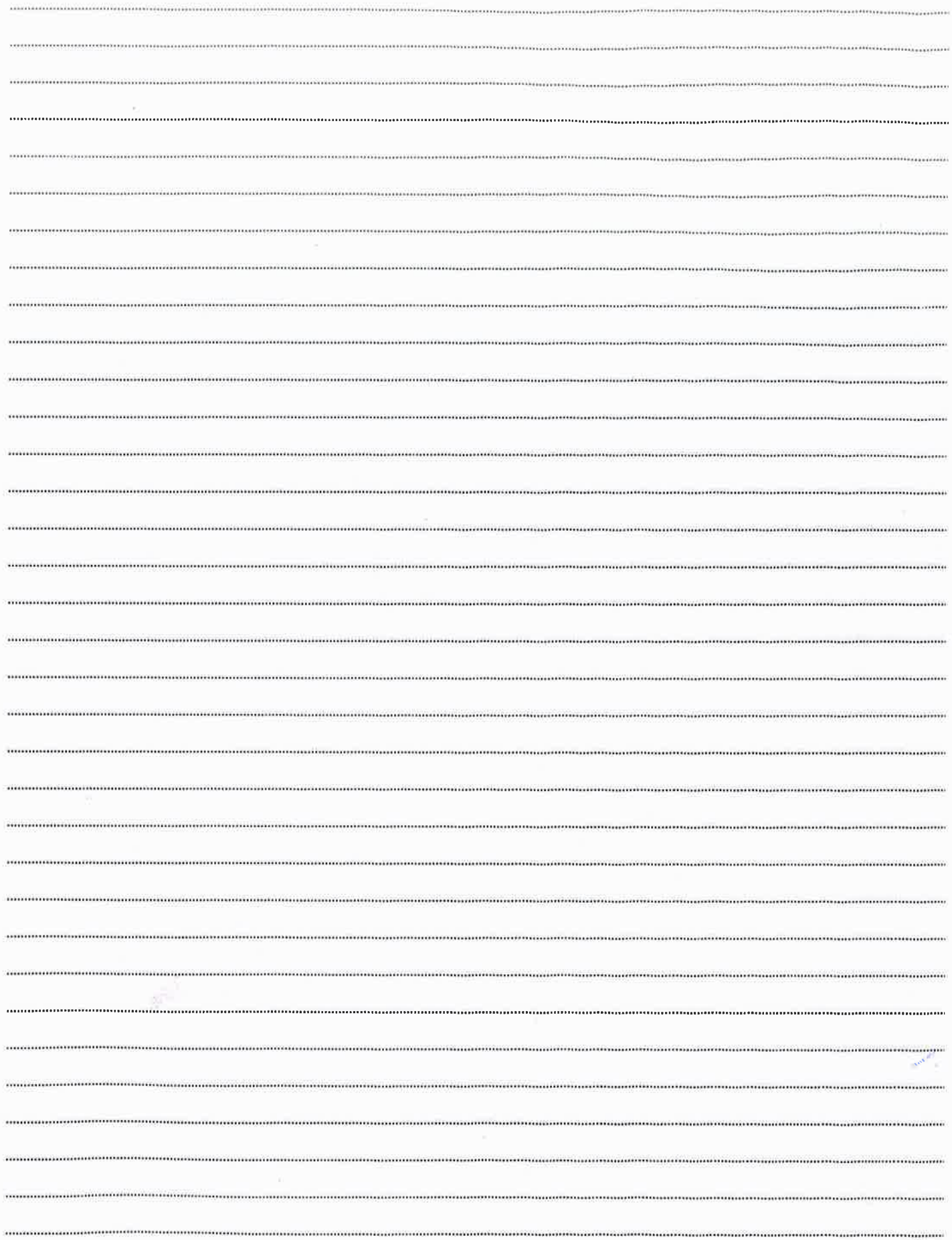


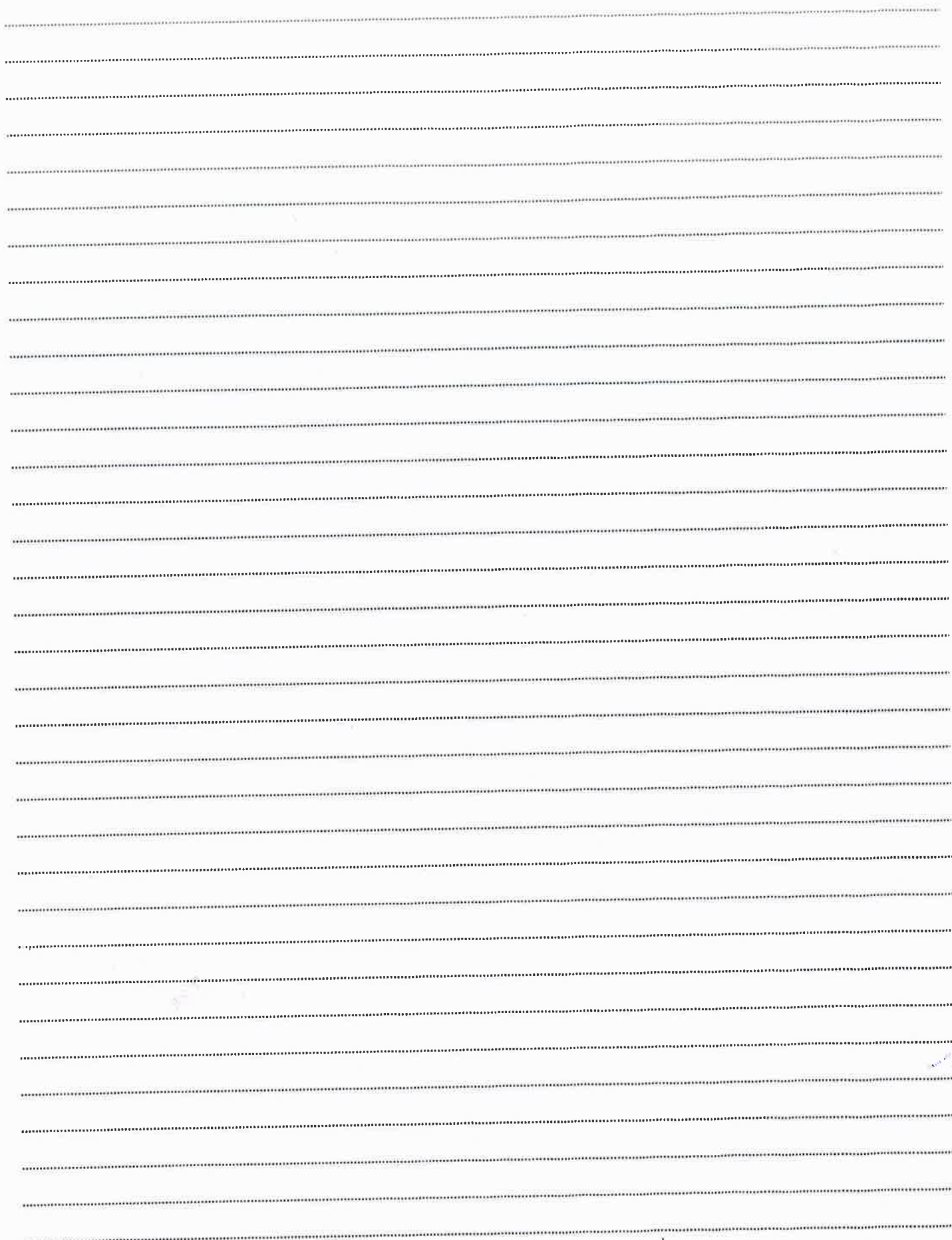




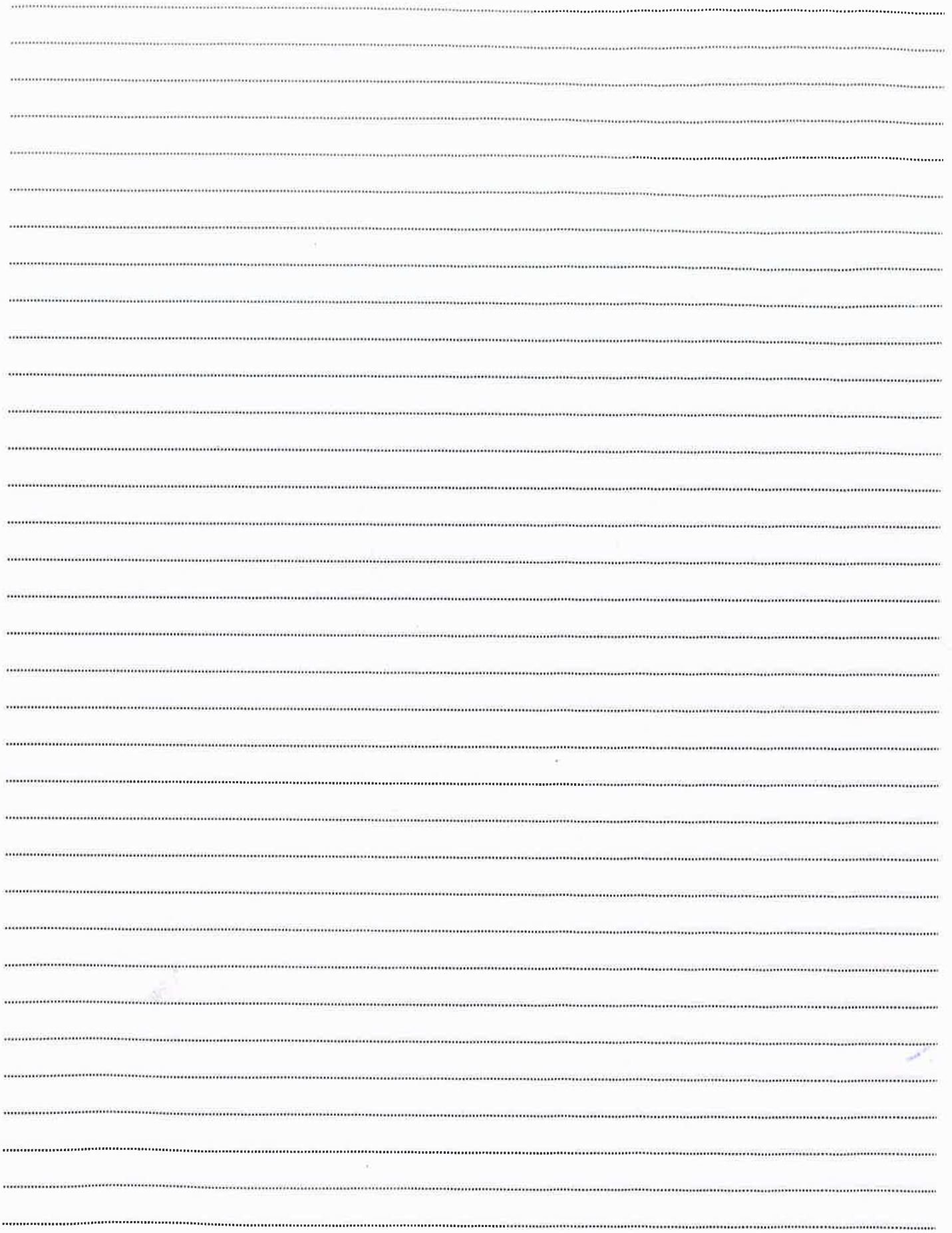






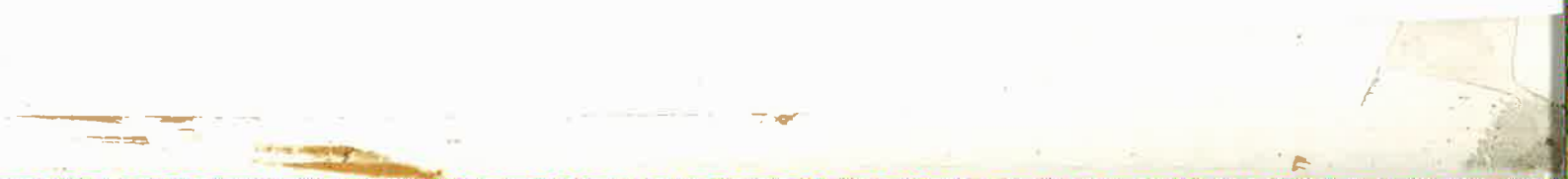


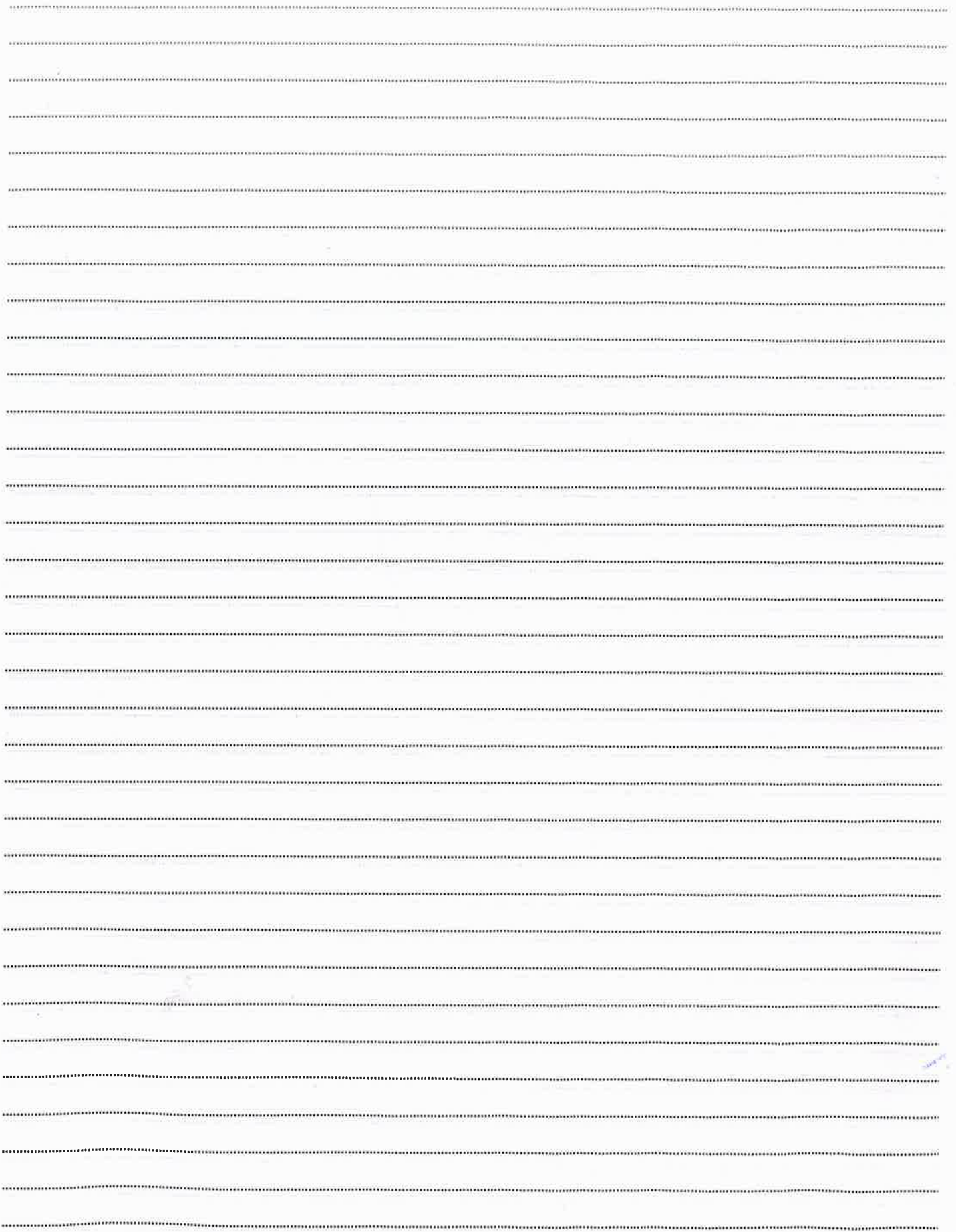




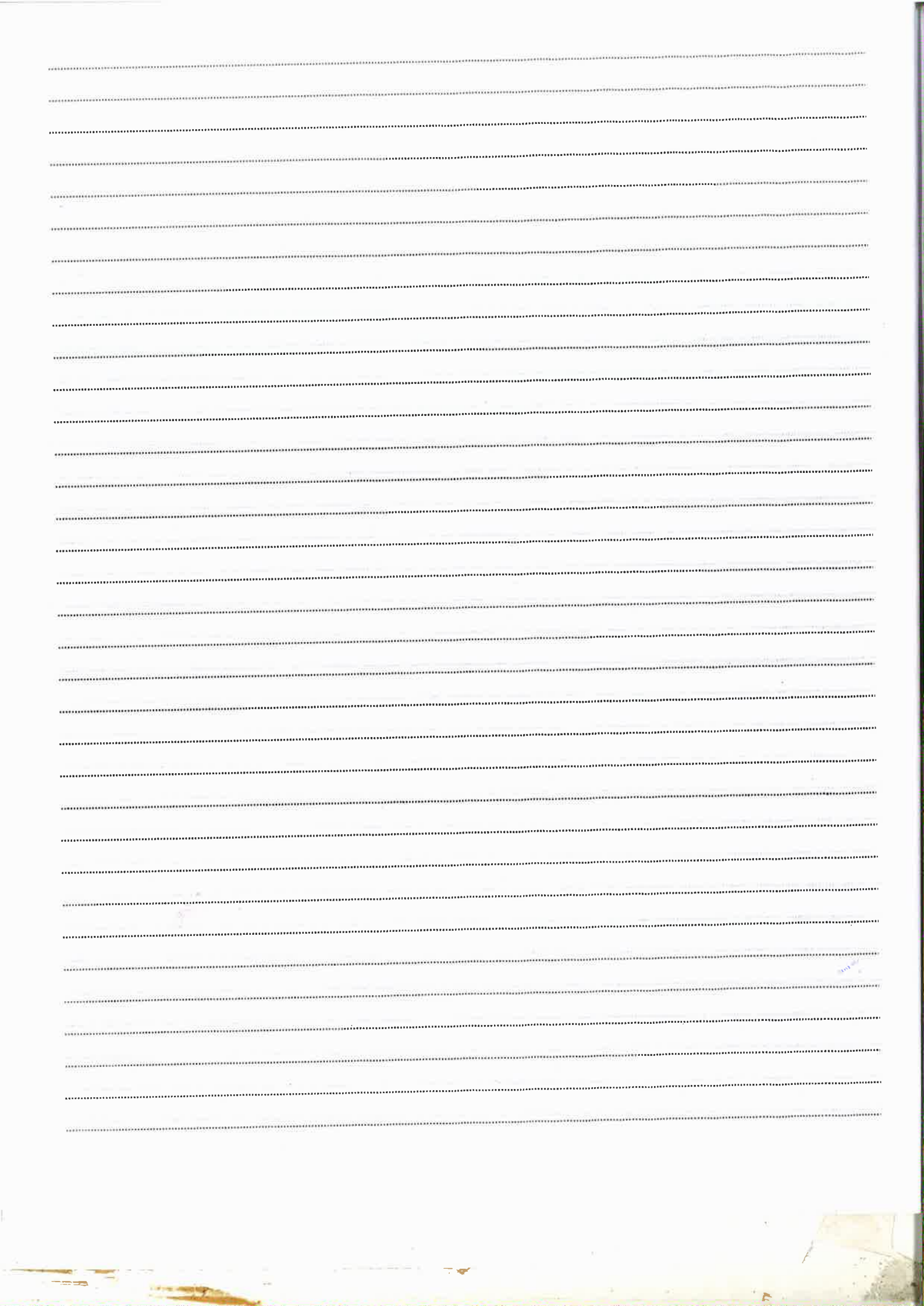
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Modern Education Society's

# NESS WADIA COLLEGE OF COMMERCE

Dr. Pr. N. K. Joshi Path, Pune - 411 001

PROGRESSIVE

Dr. Pr. N. K. Joshi Path, Pune - 411 001

## LETTER OF INTRODUCTION

Dear Sir Madam,

This is to introduce Mr. M. S. ... who is studying in E.Y.S.V.Y. Commerce class of our college. His father is ...

The Government of Maharashtra has decided to start a new course in ... essential requirement for the successful completion of the commerce course ...

PROGRESSIVE

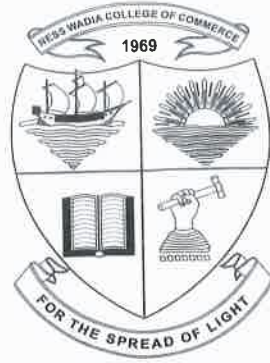
It will be highly appreciated if you could kindly extend your ...

Yours faithfully,

Principal, Ness Wadia College of Commerce, Pune

Dr. Pr. N. K. Joshi Path, Pune - 411 001

Dr. Pr. N. K. Joshi Path, Pune - 411 001



Modern Education Society's

## NESS WADIA COLLEGE OF COMMERCE

19, Prin. V. K. Joag Path, Pune - 411 001

☎ 26167024

### LETTER OF INTRODUCTION

Dear Sir/ Madam,

This is to introduce Mr./Miss.....  
who is studying in F.Y./S.Y./T.Y. Commerce class of our college. His / Her roll no.....

The Savitribai Phule Pune University, has declared submission as practical's as an essential requirement for the successful completion of the commerce course. For the preparation of these practicals, a student is required to :

- i) Collect necessary relevant documents / information.
- ii) Undertake tours / visits to business enterprises.
- iii) Make survey and get the questionnaires filled.
- iv) Interview the persons concerned.

It will be highly appreciated if you could kindly extend him / her your co-operation in this regard. The information furnished, documents given or opinions expressed, would be used strictly for academic purpose.

Date :

Signature of the Subject Teacher



**VISIT RECORD**

**Practical No. :** .....

This is to inform that Mr./Miss. .... a student studying  
in your College has visited our Factory / Workshop / Office / Organization on .....  
and has collected necessary information / documents .....

Name and Designation of the Officer : Signature .....

Name and Address of the Organization : .....

..... Seal of the Organization

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