

## **PERSONAL PROFILE**

**Name :** Mrs. Ranjini M.

**College Address:**

Besant Women's College,  
Kodialbail,  
Mangaluru-575 003.  
Karnataka.



**Residential Address :**

'Shreenikethan',  
Behind Mangalpete School,  
Katipalla Post,  
Mangalore -575 030.  
Karnataka.

**Email Id :** [ranjinishetty68@Gmail.Com](mailto:ranjinishetty68@Gmail.Com)

**Designation :** Assistant Professor

**Department :** Secretarial Practice (for BA)

**Experience:** 31 years

**EDUCATIONAL QUALIFICATIONS:**

- M.COM. (BANKING) -1994 - Karnataka University, Dharwad
- M.COM. (HRM) -2008 -Mysore University (KSOU)
- PGDCA -2000- St. Aloysius College (Mangalore University)
- B.Com - 1989- Besant Women's College (Mangalore University)
- Diploma in Commercial Practice (1984-86) Women's Polytechnic (Board of Technical Education), Mangalore

## SHORT TERM COURSES

SL.No.	Short term Course	Organising body/institution	Duration	
			From	To
1.	Internet	Infotech Computers Training Centre, Mangalore	2-05-2005	5-06-2005
2.	Tally ERP 9	Manipal Institute of Computer Education	8-10-2014	29-11-2014
3.	Graphic Design	Colorcode, Mangalore	26-02-2017	4-03-2017
4.	E-assessment	1. MOOC - SWAYAM	January 2020	May 2020
5.	Communication skills	- Future Learn (University of Leeds)	April- 2020 (2 weeks)	May -2020
6.	Tally Prime with GST (Basic to Advance)	Essgee Digiskills	30-06-2021	14-07-2021
7.	Excel (Basic to Advance level)	Essgee Digiskills	4-07-2021	13-07-2021

### FACULTY DEVELOPMENT PROGRAMMES

Sl.No	Date	Name of the organizing institutions	No. of Days	Topic
1.	28-05-2020 to 3-06-2020	Government First Grade College, Hungund, Bagalkot	7	“MOOC’s E-content Development and OER”
2.	21-05-2020	Dept. of Collegiate Education and GFGC, Punjalkatte	1	“Basics of Research”
3.	26-05-2020	RBVRR Women’s College, Hyderabad	1	“Creation of Google Siteand OER”
4.	6-07-2020	C Abdul Hakeem College of Engineering and Technology	1	“Cut-Throat Challenges andPotential Opportunities for Youth in Pandemic Scenarios like Covid-19 Rethinking Financial Planning”
5.	24-05-2021 to 29-05-2021	Dr. N.S.A.M. First Grade College, Bangalore	6	“National Education Policy-2020 and Higher Education in India”
6.	5-07-2021 to 11-07-2021	UGC sponsored under Paramarsh Scheme, St. Aloysius college (Autonomous) and Government First Grade College for Women, Balmata, Mangalore	7	“Transformation in Indian Education through New Education Policy- Challenges and Opportunities”
7.	30-11-2021 to 6-12-2021	Scrollwell	7	“Technology Management in Education”

### PROFESSIONAL DEVELOPMENT PROGRAMMES

1.	1-06-2000 to 26-06-2000	UGC, Mangalore University, Konaje, Mangalore	26	Refresher Course in Commerce and Management
2.	3-10-2020 to 7-11-2020	UGC, HRDC, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, Maharashtra	30	2 <sup>nd</sup> Guru Dakshta Faculty Induction Programme (FIP)- (Orientation Programme

3.	14—09-2020 to 26-09-2020	UGC, HRDC, University of Hyderabad	15	Refresher Course on Management and Commerce
4.	1-12-2020 to 31-3-2021	Annual Refresher Programme In Teaching (ARPIT-SWAYAM-AICTE), New Delhi	120	“Pedagogical Innovations and Research Methodology”

### CONFERENCE DETAILS

Sl. No.	Conference National/International	Title of the paper presented / published	Organising Institution	Date
1	National conference on “A great place to work”	--	SDM College, Mangaluru	19-02-2016
2	National conference on “Diverse challenges for Business organization”	“Best practices in HRM with special reference to Hindustan Petroleum Corporation Limited” <b>ISBN:978-93-5268-065-8</b> <b>(Presented &amp; Published)</b>	MAPS College, Mangaluru	7-10-2016
3	National conference on “Digital India-Prospering India”	“Computer induced health problems among IT professionals in Mangaluru” <b>ISBN: 978-81-927561-7-2</b> <b>(Presented &amp; Published)</b>	Canara College, Mangaluru	2-03-2017 & 3-03-2017
4	National conference on “Skill India to leverage Make in India:Initiatives and challenges”	“A study on challenges faced by women entrepreneurs” (presented)	A.J.Institute of Management, Mangaluru	12-04-2017 & 13-04-2017
5	Interntional conference on “Intellectual Property Rights, Entrepreneurship & Leadership Skills”	“Challenges and Opportunities in social entrepreneurship – A study in Dakshina Kannada” <b>(Presented)</b>	Milagres College, Mangaluru	31-07-2018
6	National conference on “Corporate Social Responsibility – challenges & New Initiatives” and “Emerging issues and challenges in Commerce and Management”	“CSR activities and sustainable development policy at MRPL –impact on the society” <b>(Presented)</b>	Mangalore Universty, Konaje	14-09-2018 & 15-09-2018

7	National Conference on “Transforming India : Issues and Challenges”	-	Besant Evening College, Mangaluru	15-02-2020
8	National Conference on “Start ups in India – Challenges, Issues & Opportunities”	-	MSNM, Besant Institute of PG studies, Bondel, Mangaluru	20-02-2020
9	National Conference on ‘Quality Education in the 21st century-Perspectives & Innovations	‘Impact of ICT on students’ performance – A case study on undergraduate students’	St. Ann’s College of Education(Autonomous), Mangaluru	5-03-2020 & 6-03-2020
10	Two days Interdisciplinary International e-Conference on “Impact of COVID-19 on ‘Various Areas of Global Economy, Science & Humanities” ‘Vidyabharathi International Interdisciplinary Research Journal’- <b>Indexed with web of science group</b>	“A study on students’ attitude towards online classes during Covid-19 Pandemic with special reference to UG students of Mangalore University” <b>(electronically presented and published)</b> <b>ISSN 2319-4979</b> <b>Special Issue 4, pp 94-98</b>	collaboratively organized by Gondwana University, Gadchiroli; Mahila Mahavidyalaya, Amravati; Chintamani College of Commerce, Pombhurna; Chintamani Mahavidyalaya, Pombhurna; Chintamani Mahavidyalaya, Ghugus; Chintamani College of Science, Pombhurna & Chintamani College of Arts and Science, Gondpipri, District Chandrapur, MS, India	24 -06-2020 & 25 -06- 2020.
11	Universe Journal of Education and Humanities-An International Peer Reviewed Journal	“Impact of ICT on Students’ Performance- A case study on undergraduate students” <b>Published</b> <b>ISSN 2348-3047, Volume 7 No II, pp 1-7</b>	OmVedic Shiksha Evam Samaj Sewa Sansthan	August 2020
12	Aayushi International Interdisciplinary Research – Peer Reviewed & Indexed Journal (AIIRJ)	“Dr. Babasaheb Ambedkar – An Architect of Indian Constitution” <b>Published</b> <b>ISSN 2349-638X</b> <b>(Impact Factor : SJIF 7.149), Special Issue no. 84, pp 532</b>		14 <sup>th</sup> April 2021
13	Excel’s International Journal of Social Science & Humanities- An International Peer Reviewed Journal	“Growth of Women Entrepreneurs in India: Issues and Challenges” <b>Published</b> <b>ISSN 2277-7539(Print)</b> <b>Impact Factor – 5.631 (SJIF)</b> <b>Vol. 1 No. 17, pp 36-46</b>		May 2021

<b>BOS/BOE:</b>	
<b>BOS</b>	<b>BOE</b>
2011....2014 Member (Mangalore University)	2013- <b>Chairperson</b> (Mangalore University)
2014....2017 <b>Chairperson</b> (Manglore University)	2015- Member (Roshni Nilaya, (Autonomous)
2015....2017 Member(Roshni Nilaya Autonomous)	2016 – Member (St. Agnes College(Autonomous)
2017...2019 Member (Mangalore University)	2017- Member (Mangalore University)
2019 Member (St. Agnes College-Autonomous)	2017- Member (Roshni Nilaya)
2020 Member (Mangalore University)	2018 – Member (Mangalore Univeristy)
2021 Member (Mangalore University)	2019- Member (St. Agnes)
2021 University Representative (St. Agnes College-autonomous)	2019 – Member (Mangalore University)
	2020- Member (Mangalore University)
	2021 - Member (Mangalore University)

**AWARD RECEIVED :**

Exemplary Performance Best Teacher Award ( 3 times)2011, 2012, 2014 by the college management (Women’s National Education Society)

**STUDY MATERIAL :**

Prepared study materials for II B.com. Distance education, Mangalore University –  
Subject: Office Management

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