



Shri. B. V. V. Sangha's  
BASAVESHWAR ENGINEERING COLLEGE, BAGALKOTE  
DEPARTMENT OF ELECTRONICS & COMMUNICATION ENGINEERING

**Report**  
on  
One-Day Orientation Program on  
“Project Management and Technical Report Writing”

**Date: 06-12-2023**

**Venue: Multimedia Seminar Hall**

The one-day orientation program on "Project Management and Technical Report Writing" was organized to enhance the skills and knowledge of final year students in effective project management and the art of producing high-quality technical reports. The event took place on 06-12-2023 at Multimedia Seminar Hall, and it was attended by 90+ students from the department of ECE. The Event Invitation and banners are as shown below:

**BASAVESHWAR ENGINEERING COLLEGE, BAGALKOTE**  
**DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**  
**ACME**  
**PRESENTS**  
**ONE-DAY ORIENTATION PROGRAM**  
**ON**  
**“Project Management and Technical Report Writing”**

Timing	Date	Venue
09:30 AM to 05:30 PM	06-12-2023	Multimedia Seminar Hall

Banner for the program



**BASAVESHWAR ENGINEERING COLLEGE, BAGALKOTE  
DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING**

**ACME**

**CORDIALLY INVITE FACULTY, STAFF & STUDENTS  
TO**

**INAUGURATION OF**

**ONE-DAY ORIENTATION PROGRAM**

**ON**

**“Project Management and Technical  
Report Writing”**

**Date: 06-12-2023**

**Timing: 09:30 AM**

**Venue: Multimedia  
Seminar Hall**

**PRESIDED BY  
DR. JAYASHREE D. MALLAPUR  
HOD,  
ECE DEPT., BEC-BAGALKOTE**

**CO-ORDINATORS  
PROF. S. V. HANJI & DR. KIRANKUMAR B. B.**

### Invitation

Five resource persons were identified from the department to cover various aspects of “Project Management and Technical Report Writing”. The schedule of the event is as mentioned below:

Session	Session Title	Timing	Resource Person
<b>Inauguration 09:30 AM to 10:00 AM</b>			
<b>I</b>	<b>“Roadmap To Indian Patenting”</b>	<b>10:15 AM to 11:15 AM</b>	<b>Dr. K. Bhat</b> Professor and Head, E&IE department , BEC Bagalkote
<b>Tea Break 11:15 AM to 11:30 AM</b>			
<b>II</b>	<b>“Technology Readiness Level for Project Works”</b>	<b>11:30 AM to 12: 30 PM</b>	<b>Dr. K. Bhat</b> Professor and Head, E&IE department , BEC Bagalkote
<b>III</b>	<b>“Project Management”</b>	<b>12:30 PM to 01:30 PM</b>	<b>Dr. Mahabaleshwar S. K.</b> Associate Professor, ECE department, BEC Bagalkote
<b>Lunch Break 01:30 PM to 02:30 PM</b>			
<b>IV</b>	<b>“Presentation Skills”</b>	<b>02:30 PM to 03:30 PM</b>	<b>Dr. Mamta J. Sataraddi</b> Assistant Professor, ECE department, BEC Bagalkote
<b>Tea Break 03:30 PM to 03:45 PM</b>			
<b>V</b>	<b>“Technical Report Writing”</b>	<b>03:45 PM to 04:45 PM</b>	<b>Dr. A. V. Sutagundar</b> Associate Professor, ECE department, BEC Bagalkote
<b>Valedictory 04:45 PM to 05:00 PM</b>			

Schedule of the program

Inaugural on the program was organized at 09:30 AM. Dr. Kirankumar B. Balavalad delivered welcome speech and also briefed about the program. Head of the department Dr. (smt). J. D. Mallapur appealed the students to take maximum benefit out of the program and incorporate the learning from the program into their final year project. Prof. S. V. Hanji presented vote of thanks.



Dr. Jayashree D. Mallapur addressing the audience during inauguration



Prof. S. V. Hanji welcoming HOD



Dr. Kirankumar B. Balavalad welcoming Dr. Shridhar S. K.

Soon after the inauguration a short session on evaluation process of project was handed by Dr. Kirankumar B. Balavalad.

The details of the session and topics covered is as mentioned below:

1. Session I: “Roadmap to Indian Patenting” by Dr. K. Bhat: In this session various aspects of Indian patenting was covered emphasizing on the need and importance of patents.
2. Session II: “Technology Readiness Level for Project Works” by Dr. K. Bhat: In this session technology what industry prefers was suggested and the session was appealing that the students should upgrade their technical knowledge so that their projects can be of industry standard.



Dr. K. Bhat delivering talk at the orientation program

3. Session III: “Project Management” by Dr. Mahabaleshwar S. K.: In this session the resource person covered all aspects of project management, throwing light on how to manage projects at this level.



Dr. Mahabaleshwar S. K. Delivering a talk on project management

4. Session IV: “Presentation Skills” by Dr. Mamta J. Sataraddi: Presentation skills are very important. This session covered preparation and presentation of the slides and also conference papers.



Dr. Mamta J. Sataraddi delivering a talk on “Presentation Skills”

5. Session V: “Technical Report Writing” by Dr. A. V. Sutagundar: This session covered how to write a technical report, conference paper, journal paper etc.



Dr. A. V. Sutagundar Delivering a talk on “Technical Report Writing”

Finally valedictory of the program was conducted at 04:45 PM. Students gave their feedback on the program stating that the program was very much useful.



Student giving feedback on the program

A group photo was taken after the program



Group Photo

Overall the program was very much successful in its intent. Students expressed that they learnt a lot. The program will definitely enhance project management and documentation skills of the student. Student attendance was taken and they had turned out in a good number.

Prof. S. V. Hanj and Dr. Kirankumar B. B  
ACME, Coordinators

Dr. Jayashree D. Mallapur  
HOD., ECE Dept.