



Shri Guru Govindsinghji College (B.J.), Malegaon Road, Nanded.

(Affiliated to Swami Ramanand Teerth Marathwada University, Nanded)

Principal: Dr. Vikas Limbaji Kadam [Ph. D. MA(MCJ), NET, PGDEM&FP]

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Report on One-Day Online Workshop on "Administrative Services"

Introduction: On January 30, 2021, Shri Guru Govind Singhji College (B.J.), Malegaon Road, Nanded, organized a one-day online workshop on "Administrative Services." The workshop aimed to provide students with valuable insights into the field of administrative services, including the roles, responsibilities, and preparation strategies for competitive examinations leading to careers in the civil services.

Details of Workshop:

Date: January 30, 2021

Mode: Online

Hosted by: Shri Guru Govind Singhji College (B.J.), Malegaon Road, Nanded

Guest Speaker: Prof. G. L. Rathod, Late Bhimrao Chavan Arts & Science College, Chavanwadi (Barhali) Mukhed

Workshop Coordinator: Prof. Amol Deepakrao Dhule

Principal: Dr. Vikas Limbaji Kadam

Welcome Address: The event commenced with a welcome address by Dr. Vikas Limbaji Kadam, Principal of Shri Guru Govind Singhji College. Dr. Kadam highlighted the importance of administrative services in the governance of the country and the significant role civil servants play in shaping public policy and implementing government initiatives. He expressed his appreciation for the workshop's focus on guiding aspiring candidates towards successful careers in this prestigious field.

Workshop Session: The keynote session was delivered by the guest speaker, Prof. G. L. Rathod from Late Bhimrao Chavan Arts & Science College, Chavanwadi (Barhali) Mukhed. Prof. Rathod, an experienced educator and mentor in the field of competitive exam preparation, provided an in-depth overview of the various aspects of administrative services.

Prof. Rathod began by introducing the structure and functions of different administrative services in India, such as the Indian Administrative Service (IAS), Indian Police Service (IPS), and Indian Foreign Service (IFS). He explained the importance of these services in maintaining

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the administrative machinery of the country and their role in ensuring the effective implementation of government policies at various levels.

He then delved into the eligibility criteria, examination pattern, and syllabus of the Union Public Service Commission (UPSC) exams, which are the gateway to these services. Prof. Rathod provided detailed guidance on how to approach each stage of the exam, from the preliminary exams to the interview stage. He emphasized the need for a well-structured study plan, regular practice, and staying updated with current affairs.

During the session, Prof. Rathod also discussed the importance of developing key skills such as leadership, decision-making, and effective communication, which are essential for success in administrative roles. He shared practical tips on time management, stress management, and the importance of maintaining a positive mindset throughout the preparation process.

The interactive session saw active participation from students, who posed questions regarding the preparation strategies, recommended study materials, and the importance of extracurricular activities in building a profile for the civil services. Prof. Rathod provided comprehensive answers, offering personalized advice to the aspiring candidates.

Summary: Prof. Amol Deepakrao Dhule, the workshop coordinator, concluded the session by summarizing the key points discussed during the workshop. He expressed his gratitude to Prof. Rathod for his insightful and motivating presentation, which provided students with a clear roadmap to approach the competitive examinations for administrative services. Prof. Dhule also encouraged participants to remain dedicated to their goals and to take full advantage of the resources and guidance available to them.

Feedback and Closing Remarks: The workshop received positive feedback from the participants, who appreciated the detailed explanations and practical advice shared by Prof. Rathod. Many students expressed that the workshop had significantly boosted their confidence and provided them with the necessary tools to begin or enhance their preparation for the civil services exams.

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In his closing remarks, Dr. Vikas Limbaji Kadam thanked Prof. Rathod, the organizing team, and all participants for making the workshop a success. He reiterated the importance of such educational initiatives in empowering students to achieve their career aspirations and contributing to the nation's administrative framework.

Coordinator

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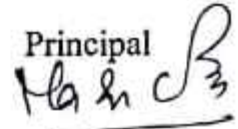
Date: 26-01-2021

NOTICE

This is to inform all faculty members that our college is organizing a one-day online workshop on the topic "Administrative Services." The workshop is scheduled to take place on 30th January 2021.

Details of the Workshop:

- **Mode:** Online
- **Guest Speaker:** Prof. G L Rathod, Late Bhimrao Chavan Arts & Science College Chavanwadi (Barhali) Mukhed.

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Date: 25-01-2021

To,

Prof. G L Rathod,

Late Bhimrao Chavan Arts & Science College,

Chavanwadi (Barhali) Mukhed.

Subject: Invitation to Speak at One Day Online Workshop on "Administrative Services",

Dear Sir,

We are pleased to invite you as a distinguished speaker for the upcoming one day online workshop on "Administrative Services," scheduled for 30-01-2021 hosted by Shri Guru Govind Singhji College (B.J.), Malegaon Road, Nanded.

Your expertise in the field makes you an ideal choice to address our audience on this important topic. We would be honoured to have you share your insights and contribute to the success of the workshop.

We look forward to your positive response.

Warm regards,

Principal
Shri Guru Govindsinghji College (B.J.)
Malegaon Road, Nanded.





**Shri Guru Govind Singhji
College (B.J.), Nanded**

Organized
WORKSHOP

On

Administrative Services
Speaker

Prof. G L Rathod

Late Bhimrao Chavan Arts & Science College
Chavanwadi (Barhali) Mukhed



30.01.2021 Start At 11.00 AM

Principal

Dr Vikas Limbaji Kadam

Coordinator

Prof. Amol Deepakrao Dhule

Vikas Limbaji Kadam

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Date: 30-01-2021

To,

Prof. G L Rathod,

Late Bhimrao Chavan Arts & Science College,
Chavanwadi (Barhali) Mukhed.

Dear Sir,

On behalf of Shri Guru Govind Singhji College (B.J.), Malegaon Road, Nanded, I would like to extend our heartfelt thanks to you for your valuable contribution as a speaker at the one day online workshop on "Administrative Services" held on 30-01-2021.

We greatly appreciate the time and effort you invested in preparing for the workshop, as well as your willingness to share your knowledge with us. Your participation has helped us achieve the objectives of the event, and we look forward to the possibility of collaborating with you on future initiatives.

Once again, thank you for your invaluable contribution. We hope to have the pleasure of working with you again soon.

Warm regards,

Principal

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