# Maharaja Agrasen Institute of Management Studies



(Established by Maharaja Agrasen Technical Education Society) Affiliated to GGSIP University, Delhi Recognized U/s 2(f) of UGC & Bar Council of India Maharaja Agrasen Chowk, Sector-22, Rohini, Delhi-110086 India (Est. 2003); www.maims.ac.in Courses offered: BBA, B.Com (H), B.A. Eco. (H), BA (JMC), BALLB & BBALLB



Department of Business Administration Under the Aegis of IQAC & in association with ThinkQuest Club in collaboration with PCJ School of Management, Maharaja Agrasen University, Baddi, HP

is organizing

# Skill Enhancement Certification Course

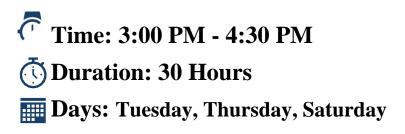
(July'21 – Sept'21)



### **Key Takeaways**

- Application of Research Methodology
- Understanding of different types of data
- Able to describe, predict & make informed decisions
- Application in the specific areas of marketing, human resources, finance, and operations.

Cash Prize for Top Performers



For queries, mail us on: thinkquest@maims.ac.in

Programme Head: Prof. (Dr.) Vijay Kr. Khurana Convener. Dr. Bharti Chaudhary Co-Convener: Dr. Shilpee Aggarwal



### Maharaja Agrasen Technical Education Society (MATES), New Delhi



#### Dr. Nand Kishore Garg Founder & Chief Advisor, MATES Chancellor, Maharaja Agrasen University, Baddi, HP

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<u>MAIMS</u> "तोष. वर्गपु वरेरावन्"	भाषाधाः स्टब्स् भाषा स्टब्स् मार्गित स्टब्स् मार्गित स्टिनियमित स्टब्स् सि निष्ठामित स्टब्स् पि ज ननोरवैः	Kana and K		
Prof. (Dr.) S. K. Garg- Director General	Prof. (Dr.) Neelam Sharma- Director	Prof. (Dr.) R. K. Gupta- Vice Chancellor	Sh. B. L. Mahajan- Director	
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### AboutMaharajaAgrasen Technical Education Society

Maharaja Agrasen Technical Education Society (MATES) is a charitable trust comprising of a group of well-known Educationists, Industrialists, Businessmen, Professionals and Philanthropists with an aim to promote quality education in the field of Technology, Management, Law, Pharmacy and Health Services to shape the human society for a better future. Dr. Nand Kishore Garg (Founder & Chief Advisor-MATES, Chancellor-MAU, Three Times MLA-Delhi VidhanSabha) has been a significant source of inspiration and motivation for achieving the aims and goals of the society.

### **About Maharaja Agrasen Institute of Management Studies**

MAIMS was established in 2003 by Maharaja Agrasen Technical Education Society. The Institute has attained a distinct position in running BBA, B. Com (H), BA (H) Eco, BA (JMC), BALLB (Integrated), and BBA LLB (Integrated) programmes affiliated with Guru Gobind Singh Indraprastha University, Delhi. The Institute was granted ISO certification 9001:2015 after meeting the updated requirements of ISO certification. MAIMS has over the years grown into a premier centre of excellence and has made its niche in the areas of teaching, research, consultancy, and corporate development.

# **Course Description**

Courses on research methodology are often well packed with methods and techniques of data analyses, 'but' with limited understanding of the logic underlying the various techniques, methods, and research design. Keeping this challenge in mind, the present course has been designed for students who keen to do research & data analysis in the years to come. The students will learn how data analysts describe, predict, and make informed business decisions in the specific areas of marketing, human resources, finance, and operations. The students would be able to become employable in this fast-growing new age field by demonstrating the skills learnt through this course.

Excel/SPSS/Jamovi/R & others had been used to conduct various statistical tests and make an inference about the data. Specifically, the course covered in-depth lessons for advance excel commands, formulas, charts/plots followed by descriptive analysis, parametric & nonparametric tests, correlation, regression, normality, and factor analysis. Many companies have now been looking for a skilled professional, who understand the research methodology, statistical techniques, data presentation & working on statistical software. Thus, this course would build the data analysis skills among the students.

Lec. No.	Topics	Resource Person
1	Types of Data- Nominal, ordinal, ratio & interval	Prof . V.K. Khurana
2	Filter -N umber and Text filters, data filters	Ms. Shilpee Aggarwal
3	Sorting -Sort by color, reverse list and randomize list	Dr. Bharti Chaudhary
4	Conditional Formatting — Manage, rules, data bars, color scales	Mr. Inderpal Singh
5	Use of Graphs — trend lines, Histogram, multiple axis graph	Dr. Bharti Chaudhary
6	Cleaning Data in Excel - removing, use of min & max	Dr.SumedhaDutta
7	Data Screening through Descriptive Analysis	Mr. Nakul Anand
8	Tables — Structured references, table styles and quick analysis, duplicates	Ms. Preeti Bansal
9	Macros	Dr.DeepakDagar
10	Frequency distribution	Ms. Shilpee Aggarwal
11	Pivot Table	Dr.DeepakDagar
12	Hypothesis testing — t test and z test Dr.Sumedha Dutta	
13	ANOVA Mr.Nakul Anand	
14	Correlation & Regression	Ms.Preeti Bansal
15	Working in SPSS: Entering data, variable labels, value labels	Mr.Nakul Anand
16	Chart Creation Basics - box plot, histogram, PP plots	Mr. Inderpal Singh
17	Descriptive Analysis & Crosstabulation	Ms. Shilpee Aggarwal
18	Mann Whitney Test, Wilcoxon test	Dr.Sumedha Dutta
19	T-test & ANOVA	Dr. Bharti Chaudhary
20	Correlation & Regression	Ms. Preeti Bansal
21	Exploratory Factor Analysis Dr.Sumedha Dutta	

# Schedule

\*Hands on experience on Excel/Jamovi/SPSS etc.

\*Participants must make arrangement for their own software.

# Registration

Category	Fees till 22 <sup>nd</sup> July'21	Fees after 22 <sup>nd</sup> July'21
Internal Participant	INR 150/-	INR 250/-
External Participant	INR 200/-	INR 300/-

\*Feeisnon-refundable.

Limited seats on first cum first serve basis.

## Who should attend?

#### Click Here for Registration

Research Scholars, Early Researchers, Students –Undergraduate & Postgraduate, Research Enthusiastic.

Bank Account / Paytm Details for Payment				
IMPS/NEFT		Paytm/UPI		
Account Holder's Name	Maharaja Agrasen	Name	Maharaja Agrasen	
	Institute of Management		Institute of Management	
	Studies		Studies/ Anil Kumar	
Bank Name	Union Bank of India	Mobile No.	8448186940	
Account Number	394502010059876			
Account Type	Savings Account			
IFSC	UBIN0560421			
*LITP/Pof. No. 9. Screenshot of neumant to be unloaded for completing the registration form				

UTR/Ref. No. & Screenshot of payment to be uploaded for completing the registration form

### **Requirements for Issue of Certificate**

- 80% or more attendance
- Submission of solutions/answers of all assignments
- Submission of weekly feedbacks
- Good performance in all MCQ test

#### Cash Prizes: INR 500/- each shall be given to top 3 performers.

- <u>Certificate of Merit</u> will be issued to top 5 performers.
- <u>Certificate of Completion</u> will be issued to participants who successfully complete the course.

#### Patrons

**Prof. (Dr.) S.K. Garg** Director General, MAIMS

Prof. (Dr.) G.P. Govil Advisor, MATES

#### **Advisor**

Prof. (Dr.) Ravi Kumar Gupta Director, MAIMS **Prof. R. K. Gupta** Vice-Chancellor, MAU

**Prof. (Dr.) Vishal Kumar** Dean Research & Director PCJ School of Management

#### **Chief Coordinator**

**Prof. (Dr.) Vijay Kumar Khurana** HOD – Business Administration

### **Resource Persons**

- Prof. (Dr.) Vijay K. Khurana, Programme Head & HOD Business Administration
- Dr. Bharti Chaudhary, Convener & Associate Professor Business Administration
- Ms. Shilpee Aggarwal, Co- Convener & Associate Professor Business Administration
- Dr. Sumedha Dutta, Associate Professor Business Administration
- Dr. Deepak Dagar, Assistant Professor Business Administration
- Ms. Shilpee Aggarwal, Associate Professor Business Administration
- Mr. Inderpal Singh, Assistant Professor Business Administration
- Ms. Preeti Bansal, Assistant Professor Business Administration
- Mr. Nakul Anand, Assistant Professor Business Administration

### <u>Top Performers of 1<sup>st</sup> series</u> Data Analytics 1.0 (Feb'21 – May'21)

Part	Participants Qualifying with Aggregate Score of 80% or more			
S.No.	Name	Program (2018-21)		
1	Mehak Lonial	BBA		
2	Himanshu Dwivedi	BBA		
3	Manmeet Singh	BBA		
4	Kanika Jain	BBA		
5	Naman Rajput	BBA		
6	Tanisha Chadha	BBA		
7	Moksh Marwah	BBA		
8	Yamini	BBA		
9	Tushar Aggarwal	BBA		

#### For further queries mail us: thinkquest@maims.ac.in