



K.B.H.S.S.T'S

Dr. B. V. Hiray College of Management & Research Centre
Malegaon, Nashik

Approved by AICTE new Delhi & D.T.E.Mumbai, Affiliated to Savitribai Phule Pune University



Date: - 06/12/2022

Important Notice

All the MBA & MCA Students are here by inform that our college is conducting a certificate course on **Managerial Communication Skills for Workplace Success** to equip students with knowledge of fundamentals of Green Computing . The Course starts from 12/12/2022 to 19/01/2023 is of 30 hours duration. Those Students who will enrol for this course will get Certificate after successful completion. Interested students can give their names to Course Coordinator Prof.Chaitesh H Sakare .

Prof.Chaitesh H Sakare

Course Co-ordinator

Dr. Pooja P Merchant

ISAC CO-ORDINATOR
K.B.H.S.S.T'S DR. B. V. HIRAY COLLEGE OF
MANAGEMENT AND RESEARCH CENTRE
MALEGAON CAMP, MALEGAON



K.B.H.S.S.Trust's

Dr. B. V. HIRAY COLLEGE OF MANAGEMENT AND RESEARCH CENTRE

(Recognized by DTE Mumbai & Govt. of Maharashtra, Affiliated to
SP Pune University) Approved by AICTE New Delhi

COURSE ON



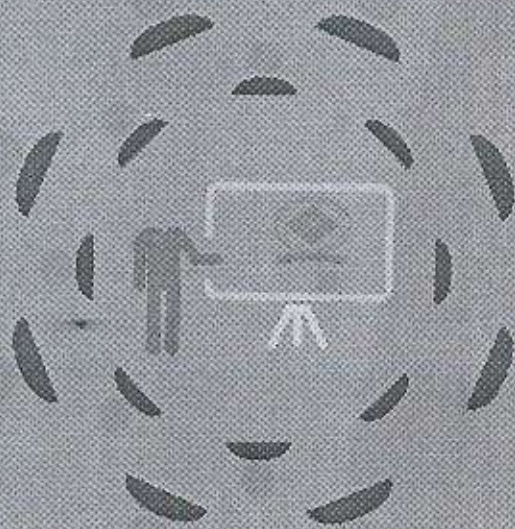
MANAGERIAL

COMMUNICATION

SKILLS

FOR

WORKPLACE SUCCESS



MAKE SURE TO
COMMUNICATE
YOUR IDEA QUICKLY
AND KEEP IT
STRAIGHT TO THE
POINT



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Managerial Communication Skills for Workplace Success (30 Hours)

Benefits of Taking Business Communication Certification Courses

- Improved communication skills are important for success in the workplace.
 - Increased confidence: After completing the certification, individuals reported feeling more confident in their communication abilities.
 - Enhanced career opportunities: Certification can open up new job opportunities and increase the chances of promotion.
 - Improved relationships: Certification can help individuals build better relationships with colleagues and customers.
 - Increased productivity: Studies have shown that effective communication can lead to increased productivity in the workplace.
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- Each lecture will be of 1 hour
 - Only second year students of MBA and MCA will allowed to enrol for this course.
 - Duration of Course is 30 hours

Evaluation Patten

- ❖ Total Certificate course is of 30 Lecture (30 hours) 60% of attendance
- ❖ Course will be assess with one MCQ based Test of 50 marks (one marks for each).



Course Outcomes: On successful completion of the course the learner will be able to

CO	COGNITIVE ABILITIES	COURSE OUTCOMES
CO1	REMEMBERING	DESCRIBE Leadership Communication Proficiency
CO2	UNDERSTANDING	UNDERSTAND Interdepartmental Collaboration Skills
CO3	APPLYING	APPLY Conflict Resolution Exercises
CO4	ANALYSING	ANALYSE Persuasive Business Presentations
CO5	EVALUATING & CREATING	EVALUATE Change Management Communication DISCUSS the remedies to over comes

Lectures plan of Managerial Communication Skills for Workplace Success

Sr. No.	Topics	Content	No of Lectures
1	Business Communication Basics	<ul style="list-style-type: none"> This type of course provides a foundational understanding of business communication principles Topics may include written communication, email etiquette, and basic interpersonal skill 	3 Hours
2	Professional Writing Skills	<ul style="list-style-type: none"> Focuses on improving written communication skills, covering areas such as business Writing, reports Memos, and other formal documents 	3 Hours
3	Effective Presentation Skills	<ul style="list-style-type: none"> Teaches how to create and deliver effective presentations Including strategies for engaging an audience Using visual aids, and handling questions 	3 Hours
4	Interpersonal Communication in the Workplace	<ul style="list-style-type: none"> Explores communication dynamics within a professional setting Emphasizing effective collaboration, Conflict resolution, and relationship-building 	4 Hours

		skills	
5	Cross-Cultural Communication	<ul style="list-style-type: none"> • Addresses communication challenges in diverse workplace environments • Emphasizing cultural awareness and sensitivity 	3 Hours
6	Digital Communication Strategies	<ul style="list-style-type: none"> • Covers communication in the digital age, including email communication • Virtual meetings, and social media etiquette 	2 Hours
7	Communication for Leadership	<ul style="list-style-type: none"> • Aimed at individuals in leadership roles • this course focuses on communication strategies for motivating teams • Providing feedback • Managing change 	4 Hours
8	Effective Business Email Writing	<ul style="list-style-type: none"> • Concentrates specifically on mastering the art of writing professional and effective emails for various business purpose 	2 Hours
9	Business Negotiation and Persuasion	<ul style="list-style-type: none"> • A course that delves into negotiation techniques • Persuasive communication The art of reaching mutually beneficial agreements 	3 Hours
10	Customer Service Communication	<ul style="list-style-type: none"> • Designed for those in customer-facing roles • This course emphasizes effective communication to enhance customer satisfaction and resolve issues 	3 Hours

Reference Books:

Name of Book	Author
Successful Presentation Skills	Andrew Bradbury
Improve your Communication Skills	Alan Barker (Second Edition)
Business Communication	Dr. P. C. Pardeshi
Excellence in Business Communication	John V. Thill Courtland L. Bovee
Technical Communication	Mecnakshi Raman Sangeeta Sharma
Business Communication	Asha Kaul
Corporate Communication	Paul A. Argenti





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STUDENT ATTENDANCE SHEET OF MANAGERIAL COMMUNICATION SKILLS FOR WORKPLACE SUCCESS

Sr No.	Name of Students	Dec-22														Jan-23																					
		Date	12	13	14	15	16	19	20	21	22	23	24	26	27	28	29	30	31	2	3	4	5	6	9	10	11	12	16	17	18	19					
1	BAGUL NISHANT CHAITRAM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
2	ANSARI AQDAS JAVEED AKHTER	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
3	AMRITKAR MAYURI BALASAHEB	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	DESALE SHUBHAM KISHOR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
5	AAISHA KAUSER AZAD AHMED	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
6	INDIS SONALI ANIL	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
7	BRAMHE SAYALI KISHOR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
8	HIRAY SHRADDHA SANJAY	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
9	NIKHIL ARVIND BHOSALE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
10	PAWAR PRASAD SHYAM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
11	SAKSHI ANIL SONAWANE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
12	SAURABH SUNIL BORA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
13	BIRARINILAYKUMAR RAJENDRA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
14	DESALE JAYANT AJAY	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
15	YESHE VISHAL BHARAT	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
16	AMRUTKAR TIRTHESH SUNIL	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
17	CHINCHOLE SUMIT RAVINDRA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
18	CHAUDHARI PREM SANDIP	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
19	GHANDURDE KUNAL SANJAY	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
20	HARSHAL RAJENDRA KHAINAR	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
21	JANGAM GAURAV SATISH	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
22	MORE VAIBITAV NIVRUTTI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
23	NIKAMGOVINDA NANABHAU	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
24	ADITYA SANGESH GANGURDE	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

Prof. Chaitesh H. Sakare





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Date: - 18/01/2023



Notice

All the MBA & MCA students who have enrolled for the certification course on **Managerial Communication Skills for Workplace Success** are here by informed that the Examination will be held on 20 /01/2023 Friday at 2:00PM at our College Seminar Hall. The Examination will be of 50 Marks and MCQ in nature.

Prof. Chaitesh H. Sakare
Course Co-ordinator

Dr. Pooja R Merchant
IQAC Co-ordinator
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**Question Paper & Answer Key of Managerial Communication Skills for
Workplace Success**

Duration: 1 Hour

Marks: 50

Name of Student:- *Janagam G. Saitish.*

Date:-

Marks Obtained (Out of 50):-

39/50

Roanand

Signature of Examiner:-

- Instruction for Students
- Tick (✓) the correct answer from options
- Each question carries One mark
- All Questions are Compulsory

1. What does the acronym "FAQ" stand for in the context of business communication?

- a. Frequently Asked Questions b. Formal Advisory Queries
 c. Free Application Questions d. Fundamentals of Answered Queries

2. Which of the following is an example of non-verbal communication in a business setting?

- a. Email b. Memo c. Handshake d. Report

3. In business writing, what is the primary purpose of a memorandum (memo)?

- a. To persuade b. To inform c. To entertain d. To criticize

4. What is the primary goal of effective business communication?

- a. To use complicated terminology
b. To impress others with language skills
 c. To convey the message clearly and achieve the desired response
d. To demonstrate authority through language

5. When writing a professional email, what should be considered for an effective subject line?

- a. Keep it vague to create curiosity
b. Use all capital letters for emphasis
 c. Make it concise and descriptive
d. Include personal anecdotes

6. What is the purpose of a business proposal?

- a. To express personal opinions
- b. To showcase creative writing skills
- c. To outline a plan or offer a solution to a business problem
- d. To criticize competitors

7. Which of the following is an example of downward communication in an organization?

- a. A manager giving instructions to a subordinate
- b. Employees providing feedback to top management
- c. Colleagues collaborating on a project
- d. Teams working together on a task

8. In a formal business meeting, what is the function of meeting minutes?

- a. To outline the agenda for the next meeting
- b. To record decisions, actions, and discussions
- c. To provide a platform for personal opinions
- d. To entertain the participants

9. What is the purpose of a SWOT analysis in business communication?

- a. To analyze the strength of verbal communication
- b. To assess an organization's internal strengths and weaknesses and external opportunities and threats
- c. To determine the budget for communication strategies
- d. To critique the performance of employees

10. Which of the following is an essential factor in active listening during a business conversation?

- a. Interrupting frequently to share personal experiences
- b. Providing immediate solutions to problems
- c. Avoiding eye contact to appear disinterested
- d. Giving full attention and responding appropriately to the speaker

11. Which of the following is an essential factor in cross-cultural communication?

- a. Assuming all cultures are the same
- b. Using only verbal communication
- c. Ignoring non-verbal cues
- d. Developing cultural sensitivity

12. Which of the following is an example of a non-verbal communication cue that may have different meanings in different cultures?

- a. Nodding
- b. Smiling
- c. Handshake
- d. Eye contact

13. What is the term for the ability to understand and adapt to different cultural perspectives and communication styles?

- a. Cultural arrogance
- b. Cultural intelligence
- c. Ethnocentrism
- d. Cultural bias

14. What is the primary purpose of a digital communication strategy in business?

- a. To minimize communication channels
- b. To embrace traditional communication methods
- c. To enhance online presence and engage with the target audience
- d. To limit the use of technology in communication

15. Which platform is commonly used for real-time, synchronous digital communication in a business setting?

- a. Email
- b. Instant messaging
- c. Blogs
- d. Online forums

16. What is the significance of having a mobile-responsive website in digital communication?

- a. It ensures compatibility with all web browsers
- b. It enables effective communication on various mobile devices
- c. It restricts access to desktop users only
- d. It simplifies website design

17. What does the term "SEO" stand for in the context of digital communication?

- a. Social Engagement Optimization
- b. Search Engine Optimization
- c. Systematic Email Outreach
- d. Secure Electronic Operations

18. How can businesses use social media as part of their digital communication strategy?

- a. By avoiding social media to maintain professionalism
- b. By only posting promotional content
- c. By engaging with the audience, sharing valuable content, and building a community
- d. By limiting posts to business hours

19. What is the purpose of A/B testing in digital communication?

- a. To determine the best time for sending emails
- b. To compare two versions of a message to see which performs better
- c. To analyse website traffic
- d. To measure social media engagement

20. Which communication channel is often used for immediate assistance in customer service?

- a. Email
- b. Social media
- c. Online forums
- d. Traditional mail

21. In customer service, what does the acronym "FAQ" stand for?

- a. Frequently Answered Questions
- b. Fast Action Queries
- c. Formal Assistance Quotas
- d. Frequently Asked Questions

22. How can empathy be demonstrated in customer service communication?

- a. Providing scripted responses
- b. Acknowledging and understanding the customer's feelings and concerns

- c. Avoiding apologies to maintain professionalism
- d. Ignoring customer emotions

23. Which of the following is an example of concise writing?

- a. Using long sentences with unnecessary details
- b. Including irrelevant information to fill space
- c. Eliminating unnecessary words and expressing ideas clearly
- d. Using complex language to demonstrate expertise

24. What role does proofreading play in professional writing?

- a. It is unnecessary in professional writing
- b. It helps identify and correct errors, ensuring polished and error-free content
- c. It slows down the writing process
- d. It is the responsibility of the editor, not the writer

25. How does active voice contribute to professional writing?

- a. It adds complexity to the writing
- b. It helps to obscure the author's identity
- c. It makes the writing more direct, clear, and engaging
- d. It is only suitable for creative writing, not professional content

26. What is the primary goal of business negotiation?

- a. To dominate the other party
- b. To achieve a win-win outcome
- c. To avoid reaching an agreement
- d. To assert authority and control

27. How can conflict be effectively managed in interpersonal communication within the workplace?

- a. By avoiding any acknowledgment of differences
- b. By escalating conflicts to higher levels of management
- c. By addressing issues openly, actively listening, and seeking collaborative solutions
- d. By ignoring conflicts and hoping they resolve on their own

28. What is the role of assertiveness in workplace communication?

- a. To dominate conversations and suppress others' opinions
- b. To avoid expressing personal opinions
- c. To express one's thoughts and needs clearly and respectfully
- d. To discourage open communication within teams

29. What does the term "boundaries" refer to in interpersonal communication at the workplace?

- a. Limiting communication to a select group of individuals
- b. Avoiding any personal interactions at work
- c. Establishing clear and healthy limits in interactions with others
- d. Ignoring the importance of personal space

30. Why is clarity important in workplace communication?

- a. To confuse team members and maintain secrecy
- b. To limit the effectiveness of communication
- c. To convey messages clearly, avoiding misunderstandings
- d. To use complex language and impress colleagues

31. How can cultural differences impact interpersonal communication in a diverse workplace?

- a. Cultural differences have no impact on workplace communication
- b. By limiting the need for adaptability in communication styles
- c. By influencing communication norms, expectations, and preferences
- d. By encouraging a one-size-fits-all approach to communication

32. What is the significance of active listening in the negotiation process?

- a. It is unnecessary and time-consuming
- b. It helps in formulating scripted responses
- c. It ensures a deeper understanding of the other party's needs and concerns
- d. It hinders effective communication

33. What is the difference between distributive and integrative negotiation?

- a. There is no difference; they are synonymous terms
- b. Distributive negotiation focuses on expanding the pie, while integrative negotiation aims for a fair distribution of resources
- c. Integrative negotiation is aggressive while distributive negotiation is cooperative
- d. Distributive negotiation is only suitable for one-time transactions

34. In persuasive communication, what is the principle of reciprocity?

- a. It involves using aggressive tactics to gain an advantage
- b. It emphasizes the importance of mirroring the other party's behaviour
- c. It suggests that people are more likely to comply with a request if they have received a favour or gift
- d. It encourages assertiveness and dominance

35. Which communication style is often effective in persuasion?

- a. Passive communication
- b. Aggressive communication
- c. Assertive communication
- d. Avoidant communication

36. How can establishing common ground contribute to successful negotiation?

- a. By avoiding any acknowledgment of shared interests
- b. By emphasizing differences to assert dominance
- c. By building rapport and fostering a collaborative atmosphere
- d. By withholding information to gain an advantage

37. How can leaders foster effective communication in a diverse team?

- a. By promoting a one-size-fits-all communication approach

- b. By avoiding acknowledgment of cultural differences
- c. By adapting communication styles to accommodate diverse perspectives
- d. By ignoring the importance of cultural sensitivity

38. What is the significance of storytelling in leadership communication?

- a. It is irrelevant and time-consuming
- b. It helps leaders maintain distance from their team members
- c. It engages and inspires by conveying messages through narratives
- d. It is only suitable for casual communication, not leadership interactions

39. In crisis communication, what is a key principle for leaders?

- a. Withholding information to maintain control
- b. Providing inconsistent messages to confuse the team
- c. Maintaining transparency and delivering timely and accurate information
- d. Blaming team members for the crisis

40. In persuasive communication, what is the principle of reciprocity?

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- b. It emphasizes the importance of mirroring the other party's behaviour
- c. It suggests that people are more likely to comply with a request if they have received a favour or gift
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- b. Aggressive communication
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- a. By avoiding any acknowledgment of shared interests
- b. By emphasizing differences to assert dominance
- c. By building rapport and fostering a collaborative atmosphere
- d. By withholding information to gain an advantage

43. What is the role of emotional intelligence in negotiation and persuasion?

- a. It is irrelevant and hinders the negotiation process
- b. It helps in manipulating emotions for personal gain
- c. It allows individuals to understand and manage emotions, enhancing communication and relationship-building
- d. It encourages emotional outbursts to assert dominance

44. What is the primary goal of effective communication in customer service?

- a. To sell more products
- b. To impress customers with technical jargon
- c. To provide information and solve problems
- d. To engage in lengthy conversations

45. Why is active listening important in customer service communication?

- a. It allows representatives to avoid customer complaints
- b. It helps in formulating scripted responses
- c. It ensures a deeper understanding of customer needs and concerns
- d. It speeds up the resolution process

46. In a formal business meeting, what is the function of meeting minutes?

- a. To outline the agenda for the next meeting
- b. To record decisions, actions, and discussions
- c. To provide a platform for personal opinions
- d. To entertain the participants

47. What is the purpose of a SWOT analysis in business communication?

- a. To analyse the strength of verbal communication
- b. To assess an organization's internal strengths and weaknesses and external opportunities and threats
- c. To determine the budget for communication strategies
- d. To critique the performance of employees

48. What is a key aspect of engaging an audience during a presentation?

- a. Speaking in a monotone voice
- b. Reading directly from slides
- c. Making eye contact and using varied vocal tones
- d. Avoiding any interaction with the audience

49. Why is it important to know your audience when preparing a presentation?

- a. To exclude specific information that may not be relevant
- b. To make assumptions about their preferences and expectations
- c. To tailor the content and delivery to their needs and interests
- d. To avoid making eye contact during the presentation

50. What does the term "visual aids" refer to in the context of presentations?

- a. Complex and cluttered slides with lots of text
- b. Decorative elements to enhance the visual appeal
- c. Clear and concise images, charts, or slides that support the message
- d. Ignoring the use of any visuals



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Marks sheet of Managerial Communication Skills for Workplace Success

Sr. No	Name of Student	Marks
1	BAGUL NISHANT CHAITRAM	35
2	ANSARI AQDAS JAVED AKHTER	29
3	AMRITKAR MAYURI BALASAHEB	31
4	DESALE SHUBHAM KISHOR	31
5	AAISHA KAUSER AZAD AHMED	30
6	INDIS SONALI ANIL	33
7	BRAMHE SAYALI KISHOR	36
8	HIRAY SHIRADDHA SANJAY	27
9	NIKHIL ARVIND BHOSALE	28
10	PAWAR PRASAD SHYAM	33
11	SAKSHI ANIL SONAWANE	31
12	SAURABH SUNIL BORA	34
13	BIRARINILAYKUMAR RAJENDRA	32
14	DESALE JAYANT AJAY	30
15	YESHI VISHAL BHARAT	31
16	AMRUTKAR TIRTHESH SUNIL	33
17	CHINCHOLE SUMIT RAVINDRA	34
18	CHAUDHARI PREM SANDIP	32
19	GHANDURDE KUNAL SANJAY	31
20	HARSHAL RAJENDRA KHAIRNAR	37
21	JANGAM GAURAV SATISH	39
22	MORE VAIBHAV NIVRUTTI	34
23	NIKAMGOVINDA NANABHAU	32
24	ADITYA SANGESH GANGURDE	33



Course Co-ordinator
Prof Chaitesh Sakare





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DR. B. V. HIRAY COLLEGE OF
MANAGEMENT & RESEARCH CENTRE
COLLABORATE WITH
"HELLO SPOKEN ENGLISH CLASSES"

CERTIFICATE

- OF COMPLETION -

This is to certify that,

Mr./Ms./Mrs

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Ms.Poonam Merchant

HELLO SPOKEN ENGLISH CLASSES



Dr. Subhash J. Jadhav

Director



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DR. B. V. HIRAY COLLEGE OF
MANAGEMENT & RESEARCH CENTRE
COLLABORATE WITH
"HELLO SPOKEN ENGLISH CLASSES"



CERTIFICATE

- OF COMPLETION -

This is to certify that,

Mr./Ms./Mrs Jangam Gaurav S.

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Poonam

Ms. Poonam Merchant



Dr. Subhash
DIRECTOR

Dr. Subhash Jangam
K.B.H.S.S. TRUST'S DR. B. V. HIRAY COLLEGE OF
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CERTIFICATE

- OF COMPLETION -

This is to certify that,

Mr./Ms./Mrs. Hiray Shraddha S.

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Poonam

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Dr. Subhash Joshi

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This is to certify that,

Mr./Ms./Mrs Chaudhari Prem Sandip

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Poonam

Ms. Poonam Merchant

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Dr. Subhakar Jadhav

Dr. Subhakar Jadhav

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This is to certify that,

Mr./Ms./Mrs Bagul Nishant chaitram

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Poonam

Ms. Poonam Merchant

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Dr. Subh

Dr. Subh D. Jadhav

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CERTIFICATE

- OF COMPLETION -

This is to certify that,

Mr./Ms./Mrs. Sakshi Anil Sonawane

Has actively participated in short term certificate course on "Managerial Communication Skills for workplace success" conducted for MBA & MCA in DEC 2022 to JAN 2023 for 30 Hours Duration. He/She has successfully completed the course.

Poonam

Ms. Poonam Merchant

HELLO SPOKEN ENGLISH CLASSES



Dr. Subhash J. Jadhav

Dr. Subhash J. Jadhav

DIRECTOR
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Date: 10/12/2022



Important Notice

All the MCA -II year Student are here by inform that our college is conducting a certificate course on **Green Computing** to equip students with knowledge of fundamentals of Green Computing . The Course starts from 12/12/2022 to 21/01/2023 is of 32 hours duration. Those Students who will enrol for this course will get Certificate after successful completion. Interested students can give their names to Course Coordinator Prof. Pooja S. Hiray .

Prof. Pooja S. Hiray
Course Co-ordinator

Dr. Pooja P Merchant

IOAC Co-ordinator
IOAC CO-ORDINATOR
K.B.H.S.S.T'S DR. B. V. HIRAY COLLEGE OF
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Participant List (2022-2023)

Sr No.	Name of Students	Signature
1	Aaisha Siddiqua Asif Iqbal	<i>Aaisha</i>
2	Atequa Zainab Mohammed Raza	<i>Zainab</i>
3	Ahire Vrushabh Vasant	<i>Vrushabh</i>
4	Bachhav Ritu Ashok	<i>Ritu</i>
5	Borse Harshada Bharat	<i>Harshada</i>
6	Chavan Rutuja Subhash	<i>Rutuja</i>
7	Desale Ganesh Uttam	<i>Ganesh</i>
8	Gagrani Sanay Chandrashekhar	<i>Sanay</i>
9	Kakade Mansi Deepak	<i>Mansi</i>
10	Mahajan Bhagyashri Shiram	<i>Bhagyashri</i>
11	Mankar Harshal Ashok	<i>Harshal</i>
12	Nikam Swati Lalit	<i>Swati</i>
13	Pawar Milind Jagdish	<i>Milind</i>
14	Shaikh Rehan Ahmed	<i>Rehan</i>
15	Sisodiya Chaitali Dinesh	<i>Chaitali</i>
16	Waghule Sejal Sanjay	<i>Sejal</i>

Hiray

prof. Pooja Hiray



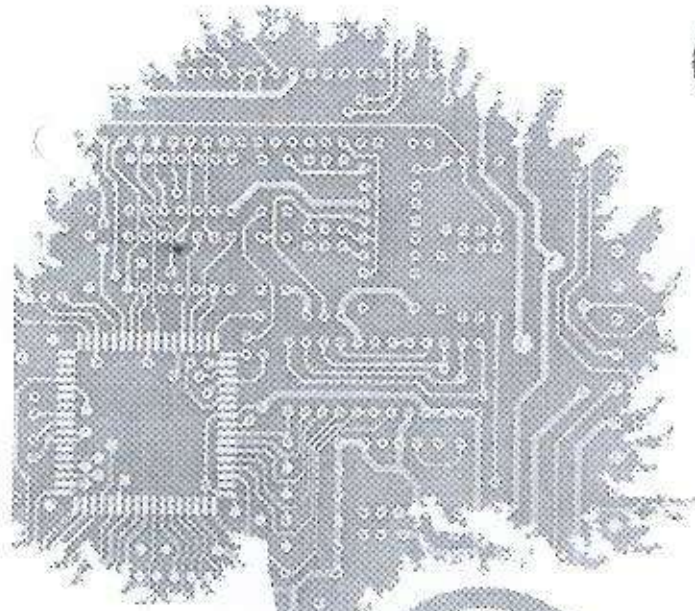
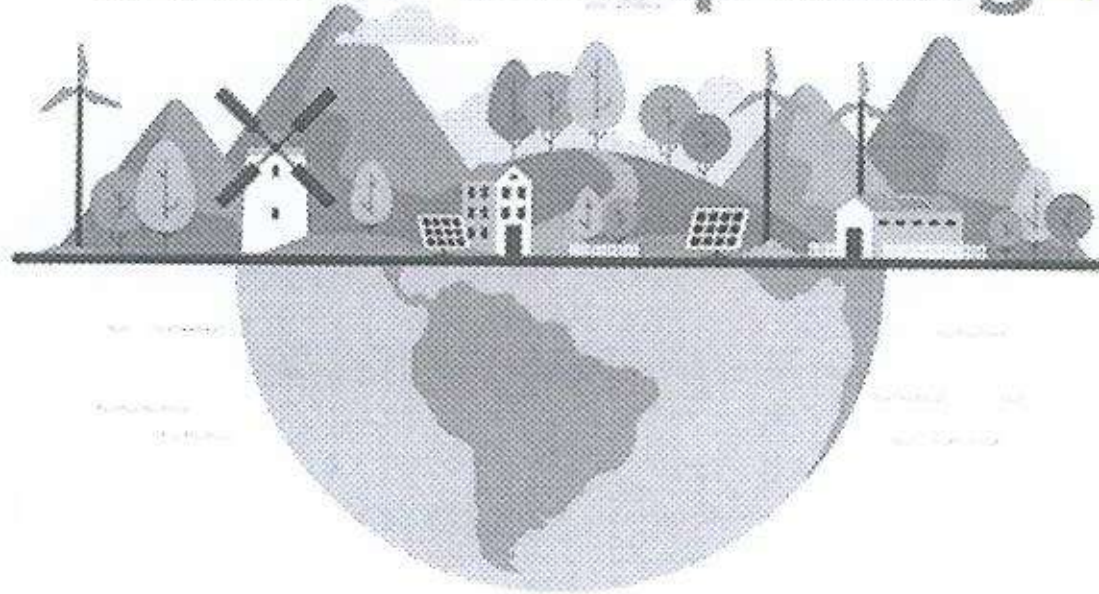
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COURSE ON

Green Computing



Green technology
is not just for
environmentalists,
it's for anyone
who wants to
create a better
future

Green IT

Course Name: Green computing

Credit Scheme			Evaluation Scheme				
Lecture	Practical	Credit	Internal			External	Total
			Written	Practical	Tutorial		
5 Hrs./Week	-	-	50	-	-	-	50

Course Description:

COURSE OBJECTIVES:

1. To learn the fundamentals of Green Computing.
2. To analyse the Green computing Grid Framework.
3. To understand the issues related with Green compliance.
4. To study and develop various case studies.

COURSE OUTCOMES:

- CO1: Acquire knowledge to adopt green computing practices to minimize negative Impacts on the environment.
- CO2: Enhance the skill in energy saving practices in their use of hardware.
- CO3: Evaluate technology tools that can reduce paper waste and carbon footprint By the stakeholders.
- CO4: Understand the ways to minimize equipment disposal requirements.

Course Structure:

Sr.no	Topics Details	No of Session (/Hrs)
1	<p align="center">CH 1 – FUNDAMENTALS OF GREEN IT</p> <p>1.1 Business, IT, and the Environment.</p> <p>1.2 Green computing carbon foot print, scoop on power.</p> <p>1.3 Green IT Strategies: Drivers, Dimensions, and Goals.</p> <p>1.4 Environmentally Responsible Business: Policies, Practices, and Metrics.</p> <p>1.5 Overview and Issues: Problems: Toxins, Power Consumption, Equipment Disposal, And Company's Carbon Footprint: Measuring, Details, reasons to bother, Plan for the Future, Cost Savings: Hardware, Power.</p>	6



2	<p align="center">CH-2 GREEN ASSETS AND MODELING</p> <p>2.1 Green Assets: Buildings, Data Centres, Networks, and Devices.</p> <p>2.2 Green Business Process Management: Modelling, Optimization, and Collaboration.</p> <p>2.3 Green Enterprise Architecture.</p> <p>2.4 Environmental Intelligence.</p> <p>2.5 Green Supply Chains.</p> <p>2.6 Green Information Systems: Design and Development Models.</p> <p>2.7 Minimizing Power Usage: Power Problems, Monitoring Power Usage, Servers, Low-Cost Options, Reducing Power Use, Data De-Duplication, Virtualization, Management, Bigger Drives, Involving the Utility Company, Low Power Computers, PCs, Linux, Components, Servers, Computer Settings, Storage, Monitors, Power Supplies, Wireless Devices, Software.</p>	7
3	<p align="center">CH-3 GRID FRAMEWORK</p> <p>3.1 Virtualization of IT systems, Role of electric utilities, Telecommuting, teleconferencing and Teleporting. Materials recycling – Best ways for Green PC – Green Data center – Green Grid Framework.</p> <p>3.2 Changing the Way of Work: Old Behaviours, starting at the Top, Process Reengineering with Green in Mind.</p> <p>3.3 Analysing the Global Impact of Local Actions, Steps: Water, Recycling, Energy, Pollutants, Teleworkers and Outsourcing, Telecommuting, Outsourcing, how To Outsource.</p> <p>3.4 Going Paperless: Paper Problems, The Environment, Costs: Paper and Office, Practicality, Storage, Destruction, Going Paperless, Organizational Realities, Changing Over, Paperless Billing, Handheld Computers vs. the Clipboard, Unified Communications, Intranets.</p> <p>3.5 What to Include, Building an Intranet, Microsoft Office SharePoint Server 2007, Electronic Data Interchange (EDI), Nuts and Bolts, Value Added Networks, Advantages, Obstacles.</p>	9



CH-4 GREEN COMPLIANCE		
4	4.1 Socio-cultural aspects of Green IT – Green Enterprise Transformation Roadmap – Green Compliance: Protocols, Standards, and Audits – Emergent Carbon Issues: Technologies and Future. 4.2 Recycling: Problems, China, Africa, Materials, Means of Disposal, Recycling, Refurbishing, Make the Decision, Life Cycle, from beginning to end 4.3 Life, Cost, Green Design, Recycling Companies, Finding the Best One, Checklist, Certifications, Hard Drive Recycling, Consequences, cleaning a Hard Drive, Pros and cons of each method 4.4 CDs and DVDs, good and bad about CD and DVDs disposal, Change the mind-set, David vs. America Online	7
5	5.1 Hardware Considerations: Certification Programs, EPEAT, RoHS, Energy Star, Computers, Servers, Consolidation, Products, Hardware Considerations, Planned Obsolescence, Packaging, Toxins, Other Factors, Remote Desktop, Using Remote Desktop, Establishing a Connection, In Practice	3

Course References:

TEXT BOOKS:

1. Bhuvan Unhelkar, —Green IT Strategies and Applications-Using Environmental Intelligencel, CRC Press, June 2014.
2. Woody Leonhard, Katherine Murray, —Green Home computing for dummiesl, August 2012.

REFERENCES

1. Alin Gales, Michael Schaefer, Mike Ebbers, —Green Data Center: steps for the Journeyl, Shroff/IBM rebook, 2011
2. John Lamb, —The Greening of ITl, Pearson Education, 2009.
3. Jason Harris, —Green Computing and Green IT- Best Practices on regulations & industryl, Lulu.com, 2008
4. Carl speshocky, —Empowering Green Initiatives with ITl, John Wiley & Sons, 2010.
5. Wu Chun Feng (editor), —Green computing: Large Scale energy efficiencyl, CRC Press





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MANAGERIAL COMMUNICATION SKILLS FOR WORKPLACE SUCCESS
Enrolment for (2022-2023)

Sr No.	Name	Sign
1	BAGUL NISHANT CHAITRAM	
2	ANSARI AQDAS JAVEED AKHTER	
3	AMRITKAR MAYURI BALASAMBH	
4	DESALE SHUBHAM KISHOR	
5	AAISHA KAUSER AZAD AHMED	
6	INDIS SONALI ANIL	
7	BRAMHE SAYALI KISHOR	
8	HIRAY SHRADDHA SANJAY	
9	NIKHIL ARVIND BHOSALE	
10	PAWAR PRASAD SHYAM	
11	SAKSHI ANIL SONAWANE	
12	SAURABII SUNIL BORA	
13	BIRARNILAYKUMAR RAJENDRA	
14	DESALE JAYANT AJAY	
15	YESHE VISHAL BHARAT	
16	AMRUTKAR TIRTHESH SUNIL	
17	CHINCHOLE SUMIT RAVINDRA	
18	CHAUDHARI PREM SANDIP	
19	GHANDURDE KUNAL SANJAY	
20	HARSHAL RAJENDRA KHAIARNAR	
21	JANGAM GAURAV SATISH	
22	MORE VAIBHAV NIVRUTTI	
23	NIKAMGOVINDA NANABHAU	
24	ADITYA SANGESH GANGURDE	

Prof. Chaitesh H. Sakare



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		STUDENT ATTENDANCE SHEET OF GREEN COMPUTING FOR BATCH DEC 2022- JAN 2023																																					
Sr No.	Name of Students	Dec-22															Jan-23																						
		Date	12	13	14	15	16	17	19	20	21	22	23	24	26	27	28	29	30	31	2	3	4	5	6	9	10	11	12	16	17	18	19	20					
1	Aaisha Siddiqua Asif Iqbal	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
2	Atequa Zainab Mohammed Raza	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
3	Ahire Vrushabh Vasant	P	P	P	P	A	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
4	Bachhav Ritu Ashok	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
5	Borse Harshada Bharat	P	P	A	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
6	Chavan Rutuja Subhash	P	P	A	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
7	Desale Ganesh Uttam	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	A	
8	Gagrani Sanay Chandrashekhar	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9	Kakade Mansi Deepak	P	P	P	A	P	P	P	P	P	A	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
10	Mahajan Bhagyashri Shiram	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
11	Mankar Harshal Ashok	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
12	Nikam Swati Lalit	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
13	Pawar Milind Jagdish	P	P	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
14	Shaikh Rehan Ahmed	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
15	Sisodiya Chaitali Dinesh	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
16	Waghule Sejal Sanjay	P	P	A	P	P	P	P	A	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	


Prof. Poorna Hiray





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Date :- 20/01/23

Notice

All the MBA & MCA students who have enrolled for the certification course on **Green Computing** are here by informed that the Examination will be held on 23 /01/2023 Monday at 12:00PM at our College Seminar Hall. The Examination will be of 50 Marks and MCQ in nature.

Prof. Pooja Hiray
Course Co-ordinator

Dr. Pooja P. Merchant
IQAC Co-ordinator
IQAC CO-ORDINATOR
K.B.H.S.S.T's DR. B. V. HIRAY COLLEGE OF
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Question paper: Green computing

Time: 1hour

Marks:50

Name of Student:- Desale Ganesh Uttam

Date:- 23/01/23

Marks Obtained (Out of 50):-40

Signature of Examiner:- [Signature]

- Instructions for Students
- Tick(✓) the correct answer from options
- Each Question carry One Mark
- All questions are compulsory

1. What is the primary focus of Green IT?
 - a) Maximizing profits
 - b) Minimizing environmental impact
 - c) Increasing market share
 - d) Reducing employee turnover
2. In the context of Green IT, what does "carbon footprint" refer to?
 - a) The physical size of a data center
 - b) The amount of carbon dioxide emissions caused by IT activities
 - c) The efficiency of IT hardware
 - d) The financial cost of implementing green technologies
3. How does green computing contribute to reducing environmental impact?
 - a) By increasing energy consumption
 - b) By minimizing the use of renewable energy sources
 - c) By optimizing IT resources to reduce power consumption
 - d) By promoting the use of non-biodegradable materials in IT products
4. What does "SCOPE" stand for in the context of power management in green computing?
 - a) Systematic Calculation of Operational Power Efficiency
 - b) Standardized Calculation of Operational Power Emissions
 - c) Specific Calculation of Operational Power Effectiveness
 - d) Sustainable Calculation of Operational Power Expenditure
5. How does virtualization contribute to reducing the carbon footprint in IT?
 - a) By increasing the number of physical servers
 - b) By consolidating multiple virtual servers onto a single physical server
 - c) By promoting energy-intensive operations
 - d) By using non-renewable energy sources
6. What is the purpose of implementing environmentally responsible business policies?
 - a) To increase energy consumption
 - b) To improve employee turnover
 - c) To reduce the environmental impact of business operations
 - d) To decrease market share
7. What is a primary concern in Green IT related to toxins?
 - a) Maximizing toxin production
 - b) Minimizing toxin exposure in IT products
 - c) Using toxins for energy generation
 - d) Ignoring toxins in IT equipment

8. How is a company's carbon footprint typically measured in Green IT?
- a) Number of employees
 - b) Amount of waste generated
 - c) Energy consumption and emissions
 - d) Revenue generated
9. What is a key aspect of planning for the future in Green IT?
- a) Ignoring technological advancements
 - b) Focusing solely on short-term goals
 - c) Embracing sustainable practices and emerging technologies
 - d) Increasing energy-intensive operations
10. Which international organization is actively involved in promoting sustainable development and environmental protection, including initiatives related to Green IT?
- a) World Trade Organization (WTO)
 - b) International Monetary Fund (IMF)
 - c) United Nations (UN)
 - d) World Health Organization (WHO)
11. In the context of Green IT, what is the primary federal environmental agency in the United States responsible for regulating and promoting environmental initiatives?
- a) Environmental Protection Agency (EPA)
 - b) Department of Energy (DOE)
 - c) Federal Communications Commission (FCC)
 - d) National Aeronautics and Space Administration (NASA)
12. The WEEE Directive in Europe focuses on:
- a) Energy efficiency standards for IT equipment
 - b) Waste electrical and electronic equipment management
 - c) Renewable energy adoption
 - d) Sustainable packaging practices
13. Japan has a legal framework for the proper recycling of electronic waste. What is this framework called?
- a) Tokyo Accord
 - b) Osaka Protocol
 - c) Kyoto Convention
 - d) Home Appliance Recycling Law
14. In the context of Green IT, what is a key consideration for making buildings more environmentally friendly?
- a) Maximizing energy consumption
 - b) Implementing energy-efficient lighting and HVAC systems
 - c) Ignoring waste management practices
 - d) Using non-biodegradable materials in construction
15. In Green Business Process Management, what does the process modeling phase involve?
- a) Ignoring the efficiency of business processes
 - b) Representing and analyzing current and future processes
 - c) Maximizing waste generation
 - d) Avoiding collaboration with stakeholders
16. What is the primary goal of Green Enterprise Architecture?
- a) To increase energy consumption in business operations
 - b) To maximize waste generation
 - c) To align business processes with environmental sustainability goals
 - d) To ignore the integration of IT systems
17. Green Information Systems design models aim to:
- a) Maximize energy consumption
 - b) Minimize the environmental impact of information systems
 - c) Disregard the lifecycle of IT products
 - d) Avoid collaboration with environmental agencies
18. What is a common issue associated with excessive power usage in IT systems?
- a) Reduced heat generation

- b) Increased energy efficiency
- c) Power problems, including surges and outages
- d) Improved performance

18 Which approach is effective in reducing power use in servers?

- a) Running servers at maximum capacity at all times
- b) Implementing server virtualization and consolidating workloads
- c) Ignoring server maintenance
- d) d.Increasing the number of physical servers.

20 How does the choice of the operating system, such as Linux, impact power usage in PCs?

- a) Linux has no impact on power usage
- b) Linux tends to increase power consumption
- c) Linux can be optimized for lower power usage
- d) Linux is only suitable for high-energy tasks

21 Energy Star-rated monitors are designed to:

- a) Maximize energy consumption
- b) Meet energy efficiency standards and reduce power usage
- c) Ignore environmental considerations
- d) Prioritize aesthetics over energy efficiency

22 What contributes significantly to cooling costs in data centers?

- a) Low power consumption
- b) Minimal hardware density
- c) Excessive heat generation from IT equipment
- d) Ignoring cooling infrastructure

23 How is calculating cooling needs important in minimizing energy consumption?

- a) By maximizing cooling unit capacity
- b) By ignoring server heat output
- c) By aligning cooling capacity with IT equipment heat load
- d) By using outdated cooling technologies

24 HP's solution for cooling efficiency often involves:

- a) Ignoring power usage effectiveness (PUE)
- b) Implementing innovative cooling technologies and airflow management
- c) Increasing server heat load
- d) Ignoring server placement in the data center

25 What is the purpose of a vapor seal in a data center?

- a) To increase humidity levels
- b) To promote condensation
- c) To prevent the ingress of outside air and maintain temperature control
- d) To minimize cooling unit efficiency

26 Maintaining optimal humidity levels in a data center is crucial for:

- a) Maximizing cooling system efficiency
- b) Minimizing energy consumption
- c) Ignoring environmental considerations
- d) Preventing equipment corrosion and static electricity

27 In cooling systems, what is a fluid consideration for energy efficiency?

- a) Using low-quality coolants
- b) Promoting fluid leaks
- c) Using energy-efficient coolants and managing fluid flow
- d) Ignoring fluid circulation

28 What is the primary goal of virtualization in IT systems?

- a) Maximizing hardware usage
- b) Reducing the need for electricity
- c) Increasing resource consumption
- d) Consolidating multiple virtual servers on a single physical server

29 What role do electric utilities play in promoting Green IT?

- a) Maximizing energy consumption

- b) Supporting renewable energy sources and offering energy efficiency programs
 c) Ignoring environmental considerations
 d) Discouraging energy-efficient practices
- 30 What is a benefit of teleconferencing in the context of sustainability?**
 a) Increasing carbon footprint
 b) Reducing the need for face-to-face meetings and travel
 c) Ignoring communication technologies
 d) Promoting extensive business travel
- 31 In Green IT practices, what is the significance of materials recycling?**
 a) Maximizing the use of non-recyclable materials
 b) Ignoring waste reduction practices
 c) Promoting the responsible disposal and reuse of electronic components
 d) Increasing landfill waste
- 32 What is a common challenge when trying to change old behaviors in the workplace?**
 a) Resistance to change
 b) Overemphasis on innovation
 c) Rapid adaptation
 d) Ignoring workplace dynamics
- 33 What does process reengineering with green in mind involve?**
 a) Ignoring environmental considerations in business processes
 b) Reducing emphasis on sustainability
 c) Incorporating environmental considerations into the redesign of business processes
 d) Maximizing resource consumption in operations
- 34 Why is it important to analyze the global impact of local actions in the context of sustainability?**
 a) To ignore the interconnectedness of global environmental issues
 b) To promote a localized approach without considering broader implications
 c) To understand how local actions contribute to global environmental challenges
 d) To minimize the importance of individual efforts
- 35 What is a step towards achieving sustainability with regards to water management in the workplace?**
 a) Maximizing water consumption
 b) Reducing water wastage and implementing efficient water use practices
 c) Ignoring water conservation initiatives
 d) Focusing solely on water-intensive activities
- 36 What is a benefit of encouraging teleworkers in terms of sustainability?**
 a) Increasing traffic congestion and carbon emissions
 b) Reducing the need for physical office spaces and commuting
 c) Ignoring environmental concerns related to transportation
 d) Promoting excessive business travel
- 37 What is a characteristic of telecommuting as a sustainable work practice?**
 a) Encourages excessive commuting
 b) Reduces the need for physical office spaces and promotes remote work
 c) Ignoring the use of technology in remote work
 d) Minimizes communication and collaboration
- 38 What is a common environmental concern associated with the use of paper?**
 a) Reduced deforestation
 b) Increased carbon footprint
 c) Enhanced biodiversity
 d) Sustainable paper production
- 39 What is a potential organizational reality when transitioning to a paperless system?**
 a) Minimizing workflow disruptions
 b) Resistance to change from employees
 c) Smooth transition without training
 d) Ignoring employee concerns
- 40 What is a potential advantage of going paperless for an organization?**
 a) Increased reliance on manual processes

- b) Enhanced document security risks
 - c) Cost savings, improved efficiency, and reduced environmental impact
 - d) Ignoring user preferences and needs
41. In comparing handheld computers to the clipboard, what is a benefit of using handheld devices?
- a) Increased reliance on manual data entry
 - b) Enhanced data accuracy, real-time updates, and reduced paperwork
 - c) Ignoring technology advancements
 - d) Slower and less efficient data collection
42. What is a socio-cultural aspect that influences the adoption of Green IT?
- a) Technological advancements
 - b) Cultural attitudes towards sustainability
 - c) Ignoring social considerations
 - d) Economic factors only
43. Why is compliance with environmental protocols and standards crucial in Green IT?
- a) To ignore industry best practices
 - b) To promote environmental degradation
 - c) To ensure organizations meet accepted sustainability criteria
 - d) By avoiding regulatory requirements
44. What is a common problem associated with traditional disposal methods rather than recycling?
- a) Increased resource conservation
 - b) Escalating landfill waste
 - c) Enhanced environmental sustainability
 - d) Ignoring waste management practices
45. When making decisions about e-waste disposal, what should be considered?
- a) Ignoring environmental impacts
 - b) Opting for the most convenient disposal method
 - c) Evaluating the environmental and social consequences of different disposal options
 - d) Disregarding the long-term effects of e-waste
46. What is a consideration when choosing a recycling company for e-waste?
- a) Ignoring the company's certifications and environmental practices
 - b) Opting for companies with minimal experience in e-waste management
 - c) Evaluating certifications, track record, and commitment to responsible recycling
 - d) Choosing companies based solely on low service costs
47. What is the primary goal of Environmentally Responsible Business Strategies (ERBS)?
- a) Maximizing resource consumption
 - b) Minimizing environmental impact while maintaining business operations
 - c) Ignoring sustainability practices
 - d) Promoting wasteful business practices
48. What is the purpose of conducting initial improvement calculations in the context of Green IT?
- a) To maximize resource consumption
 - b) To estimate potential cost savings and environmental benefits
 - c) To ignore the impact of IT on the environment
 - d) To minimize the importance of sustainability metrics
49. What is a consideration for optimizing cooling in a green IT environment?
- a) Ignoring the impact of cooling on energy consumption
 - b) Maximizing cooling costs
 - c) Implementing energy-efficient cooling solutions, optimizing airflow, and adopting temperature management practices
 - d) Disregarding the need for temperature control in data centers
50. Why are organizational check-ups important in maintaining green practices?
- a) To avoid assessing environmental impact
 - b) To continuously evaluate and improve sustainability efforts
 - c) To disregard organizational processes
 - d) To minimize the importance of eco-friendly practices



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Approved by AICTE new Delhi & D.T.E.Mumbai, Affiliated to Savitribai Phule Pune University

Marks Sheet of Green Computing		
Sr.No.	Name of the Students	Marks
1	Aaisha Siddiqua Asif Iqbal	40
2	Atequa Zainab Mohammed Raza	35
3	Ahire Vrushabh Vasant	39
4	Bachhav Ritu Ashok	38
5	Borse Harshada Bharat	32
6	Chavan Rutuja Subhash	35
7	Desale Ganesh Uttam	40
8	Gagrani Sanay Chandrashekhar	39
9	Kakade Mansi Deepak	36
10	Mahajan Bhagyashri Shriram	38
11	Mankar Harshal Ashok	37
12	Nikam Swati Lalit	33
13	Pawar Milind Jagdish	35
14	Shaikh Rehan Ahmed	39
15	Sisodiya Chaitali Dinesh	34
16	Waghule Sejal Sanjay	39

Course Co-ordinator
Prof. Pooja Hiray



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CERTIFICATE
OF COMPLETION ON
"GREEN COMPUTING"



This is to certify that

Has actively participated in short term certificate course on " Green Computing" conducted for MCA in DEC 2022 to JAN 2023 for 32 Hours Duration. He/She has successfully completed the course.

Course Coordinator

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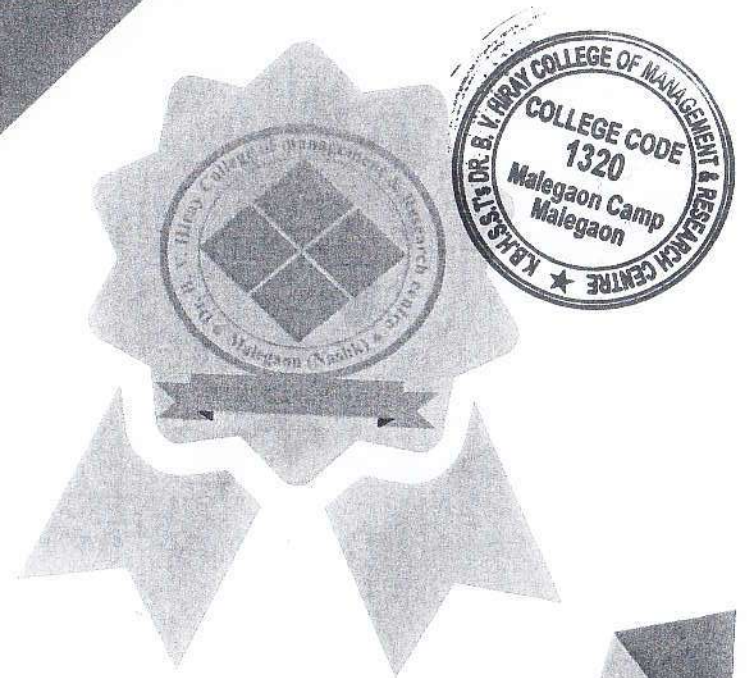
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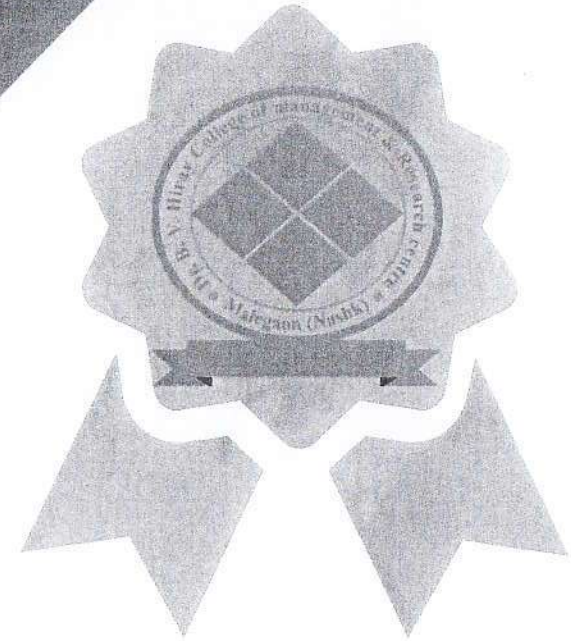
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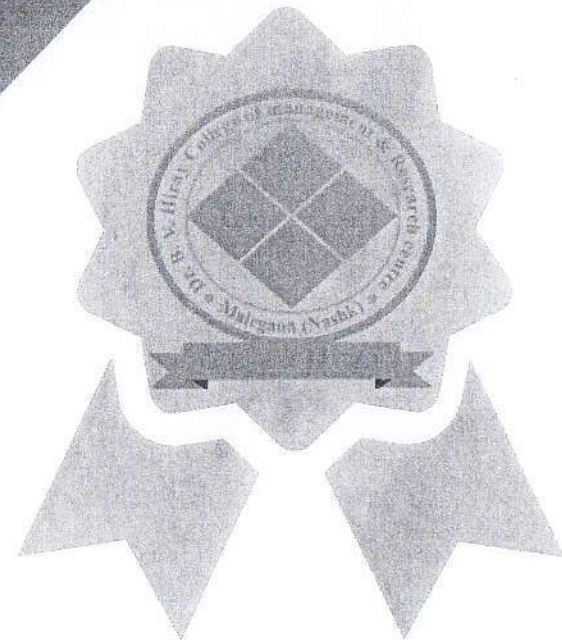
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