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Program: B.Com.

Syllabus of Bridge Course In

Mathematics and Statistics

Academic Year 2024-2025



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PREFACE

Globalization of the world economy and higher education are driving profound changes in Commerce and Management education system. Internal Quality Assurance Cell has constantly taken various quality initiatives for strengthening the technical subjects in the institute. These initiatives are essential for promoting quality education in our institutions so that our students passing out from these institutions may match the pace with global standards. A quality initiative by IQAC is introducing Curriculum for all first-year undergraduates for technical subject like Mathematical and Statistical Techniques. This curriculum will Bridge the gap and form base for the students thus leveraging on outcome-based Model. A One-week mandatory induction/ Bridge course is developed as a part of the model curriculum for the first year BCom students which helps students joining the first year of the college from diverse backgrounds specially for those who dint took Mathematics at Junior level so that they get adjusted in the new environment of the institution. Education is primarily conceived by students as one simple remembering fact by rote. We all know that the students seeking admission in an undergraduate degree BCom program have passed their 10+2 in Commerce but it was felt that a student joining an BCom program after 10+2 require reinforcement of fundamental Mathematics and Statistical concepts i.e. basic courses Mathematics and Statistics. This bridge course aim to accelerate the students, knowledge Mathematics and Statistics acquired at 10+2 level; and bridge the gap between the students who dint took these subjects at 10+2 level. Thus, there is a need to understand the concepts for heading to actual syllabus. Therefore, it was decided that students finding it difficult and those from non-Mathematics background should complete the 1-week mandatory Bridge Course programme introduced for the first year UG students. The Syllabus has been developed by the members of Department of Mathematics and Statistics of Lala Lajpatrai College of Commerce and Economics, Mumbai.

Dr. Vinay Pandit

Department of Mathematics and Statistics



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Acknowledgements

Curriculum plays a crucial role in enabling quality learning for our young learners in our society i.e. students. An effective curriculum not only enables a student's learning process & knowledge acquired but also supports students to overcome their inhibitions and aids in their holistic development. IQAC in 2017 released a Model Curriculum for various Undergraduate degree courses Commerce and Management. This curriculum is equipped with making students comfortable for the subject of Mathematics and Statistics. Bridge Course program has been included as a mandatory program for the first-year undergraduate students to get acquainted and get accustomed to this new environment in the college. A curriculum needs to be consistent and sustainable and it has been noticed that students joining Commerce program required to strengthen their concepts in scientific subject namely Mathematics and Statistics being from the non-Mathematical background. Therefore, Department of Mathematics and Statistics under the aegis of IQAC decided to develop lecture-based bridge course in Mathematics and Statistics. I take this pleasure to thank Principal Dr. Neelam Arora for their constant support in this endeavour. I Also want to thank out IQAC for their valuable guidance and working towards value creation for students. Last but not the least staff members of Department of Mathematics and Statistics for their values contribution for the same.

Viray Pardet

Dr. Vinay Pandit- Department of Mathematics and Statistics



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Objectives:

- 1. To introduce the basic concepts of Mathematics and Statistics.
- 2. To increase the learner's appreciation of the basic role played by Mathematics in modern technology.
- 3. To prepare learners to face challenges of privatization and globalization by providing basic knowledge and skill of Mathematics and Statistics.
- 4. To bridge the gap between commerce and higher Mathematics.

Learning Outcomes:

This course will help students to learn about the basic concept relating Mathematics and Statistics, Measures of central tendencies, Dispersion, Sources of data, classification of data, Financial Mathematics, etc. It will furtherhelp to apply the statistical tools and techniques for decision making and for research studies.

Vivay Parkt

Dr. Vinay Pandit Department of Mathematics and Statistics



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VivoyPardet

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Reference Books

Mathematical and Statistical Techniques

- Mathematics for Economics and Finance Methods and Modelling by Martin Anthony and Norman Biggs, Cambridge University Press, Cambridge low-priced edition, 2000, Chapters 1, 2, 4, 6 to 9 & 10.
- Applied Calculus: By Stephen Waner and Steven Constensble, Brooks/Cole Thomson Learning, second edition, Chapter 1 to 5.
- Mathematics for Business Economics: By J. D. Gupta, P. K. Gupta and Man Mohan, Tata Mc-GrawHill Publishing Co. Ltd., 1987, Chapters 9 to 11 & 16.
- STATISTICS by Schaum Series.
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- Fundamentals of Statistics D. N. Elhance.
- Statistical Methods S.G. Gupta (S. Chand & Co.
- Business Mathematics & Statistics: B Aggarwal, Ane Book Pvt. Limited
- Business Mathematics: A P Verma, Asian Books Pvt. :Limited.
- SCHAUM'S outline of Theory and Problems of College Mathematics, 3rd edition, by Philip. ASchmidt and Frank Ayres, Tata McGraw Hill Publication.
- SCHAUM'S outline of Theory and Problems of Introduction to Probability and Statistics by Seymour Lipschutz and john J. Schiller: Tata MaGraw Hill Publishing Ltd.



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Report on Workshop: "Mastering 'Teach Us': A Comprehensive Guide to Attendance Management"





Date: 15th July 2024

Time: 11:30 AM

Venue: Room Number 207

No Of Participants:

Resource Person: Mr. Jaimin Shah, Founder and CEO of 'Teach Us'

Introduction

On 15th July 2024, our college organized a workshop titled "Mastering Teach Us': A Comprehensive Guide to Attendance Management," conducted by Mr. Jaimin Shah, the Founder and CEO of the Teach Us' app. The workshop was held in Room Number 207 and commenced at 11:30 AM. The primary aim of the workshop was to educate faculty and students on the effective use of the Teach Us' attendance app.

Objective

The main objectives of the workshop were:

- To provide a detailed introduction to the 'Teach Us' app.
- To demonstrate the features and functionalities of the app.
- To guide attendees on how to effectively use the app for managing attendance.
- To address any queries and issues related to the app usage.

Event Details

- **1. Overview of 'Teach Us' App:** Mr. Jaimin Shah started the session by providing an overview of the 'Teach Us' app. He explained the vision behind the app and how it aims to simplify attendance management for both faculty and students.
- **2. Demonstration of Features:** A live demonstration of the app's features followed the overview. Key features demonstrated included:
- User registration and profile setup
- Marking and tracking attendance
- Generating attendance reports
- Notification and reminder settings
- Integration with other academic management systems
- **3. Q&A Session:** A question-and-answer session was conducted to address any doubts or concerns. Participants asked about troubleshooting common issues, data privacy, and potential future updates to the app. Mr. Shah provided detailed responses and reassured attendees about the app's security features.

Learning Outcome: The workshop on "Mastering 'Teach Us': A Comprehensive Guide to Attendance Management" provided attendees with a thorough understanding of the 'Teach Us' app's functionalities and benefits. Participants learned how to efficiently mark and track attendance, generate reports, and customize app settings. The hands-on session enhanced their confidence in using the app, and the Q&A segment addressed their queries effectively. Overall, the workshop equipped faculty and students with the necessary skills to streamline attendance management, fostering a more organized and efficient academic environment.

Dr. Vinay Pandit

Vivay Pandet



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Empowering Students with Practical Statistical Skills: A Report on the MYSTAT Workshop under NEP Skill Enhancement Course"





Date: 22nd August 2024 **Venue:** Room No. 408 **No of Participants:** 88

Resource Person: Dr. Vinay Pandit

Organized By: Department of Mathematics and IQAC

Introduction

A workshop on MYSTAT was organized for the First Year B.Com (FYBCOM) students as a part of the Skill Enhancement Course under the National Education Policy (NEP) 2020. The session aimed to provide hands-on training in MYSTAT, a statistical software tool, to equip students with practical skills that complement their theoretical knowledge in statistics.

Objectives of the Workshop

- 1. **Introduction to MYSTAT:** To familiarize students with the interface and functionalities of the MYSTAT software.
- 2. **Data Analysis Techniques:** To demonstrate how to perform various data analysis techniques using MYSTAT, including descriptive statistics, correlation, and regression.

Workshop Activities

The workshop commenced at 10:30 AM with a highlighting the importance of statistical tools in the commerce field. Dr. Vinay Pandit, the resource person, then took over and introduced the students to the MYSTAT software. The session was interactive, with Dr. Pandit guiding the students through various features of the software.

Outcomes of the Workshop

- 1. **Enhanced Understanding:** Students gained a better understanding of how to use MYSTAT for various statistical analyses.
- 2. **Skill Development:** The hands-on training enhanced the analytical skills of the students, preparing them for future coursework and professional requirements.



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Report on "Empowering Futures: UGC Career Guidance Workshop for Competitive Exam Success"





Organized by: Mathematics and Statistics Department and UGC Career Guidance Cell Committee in

collaboration with IQAC

Date: 24th August 2024

Venue: Room No. 408 From: 10:30 AM to 12.30 PM

No of Participants: 85

Resource Person: Mr. Vraj Patel (Retired Superintendent of Service Tax, Director and Founder of Maharishi

Dayanand Foundation IAS Academy, Mumbai)

Introduction:

The UGC Career Guidance Cell Committee, in collaboration with the Internal Quality Assurance Cell (IQAC), organized a workshop titled "Empowering Futures: UGC Career Guidance Workshop for Competitive Exam Success" on 19th August 2024. The event aimed to equip students with the necessary guidance and strategies for successfully navigating competitive exams, fostering a strong foundation for their future careers.

Objectives:

To provide students with an understanding of various competitive exams relevant to their academic background and career aspirations.

To familiarize students with the structure, pattern, and syllabus of competitive exams such as UPSC, SSC, Banking, and others.

To share tips, strategies, and resources for effective exam preparation and time management.

To inspire and motivate students by sharing success stories and experiences of individuals who have excelled in competitive exams.

Workshop Proceedings:

The workshop commenced at 10:30 AM in Room No. 408 with a welcome address by the convenor of the UGC Career Guidance Cell. The esteemed resource person, Mr. Vraj Patel, was introduced to the participants. Mr. Patel, a retired Superintendent of Service Tax and the Director and Founder of Maharishi Dayanand Foundation IAS Academy, Mumbai, brought a wealth of knowledge and experience to the session.

Mr. Patel began the session by discussing the importance of competitive exams in shaping a successful career. He provided an overview of various exams, including the UPSC Civil Services Examination, Staff Selection Commission (SSC) exams, and banking exams, highlighting their relevance for students from different academic disciplines.

The resource person then delved into the specific requirements of these exams, including the eligibility criteria, syllabus, exam patterns, and the level of competition. He emphasized the importance of early preparation, disciplined study routines, and the need to stay updated with current affairs. Mr. Patel also shared several success stories of candidates who had excelled in these exams. The workshop included an interactive Q&A session where students had the opportunity to ask questions and seek personalized advice.

Outcomes:

The workshop successfully achieved its objectives, with the following outcomes:

- 1. **Increased Awareness:** Students gained a comprehensive understanding of various competitive exams, their significance, and the pathways they offer for career advancement.
- 2. **Enhanced Motivation:** The success stories and experiences shared by Mr. Patel inspired students to set ambitious goals and pursue them with determination.
- 3. **Strategic Planning:** Participants learned effective strategies for exam preparation, time management, and resource utilization, which they can apply in their study routines.
- 4. **Personalized Guidance:** The interactive session allowed students to receive tailored advice, helping them clarify their career goals and choose the right exams to focus on.
- 5. **Positive Feedback:** The participants expressed appreciation for the valuable insights and practical tips provided by Mr. Patel, and many requested follow-up sessions for further guidance.



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Report of Certificate course on "Mastering Numbers with Vedic Mathematics"

Duration: 28th August to 2nd September 2024

Total Hours: 30 Hours

Organized By: Department of Mathematics and Statistics and Certificate Course Committee

in collaboration with Capacity Building Committee and IQAC.

Course Type: Certificate Course

Resource Person: Dr. Vinay Pandit, Mr. Darshan Pagdhare, Mr. Nimesh Punjani, Ms.

Vishakha Walia.

Introduction

A comprehensive 30-hour certificate course on Vedic Mathematics was organized for commerce students to enhance their computational skills and speed. This course aimed to provide students with ancient techniques of Vedic Mathematics that can simplify complex calculations, making them faster and more accurate.

Objectives of the Course

- 1. **Introduction to Vedic Mathematics:** To familiarize students with the fundamentals of Vedic Mathematics.
- 2. **Faster Calculations:** To teach students techniques to perform arithmetic operations quickly and efficiently.
- 3. **Skill capacity Development:** To improve student's numerical and analytical abilities, which are essential in commerce studies.

Course Outline

The course commenced on 26th August and concluded on 30th August 2024, spanning over 30 hours. The sessions were structured to cover a range of topics, including:

- Basic Techniques: Introduction to the basic sutras (formulas) of Vedic Mathematics.
- Multiplication, Division and Square Roots: Simplified methods for performing these operations.
- Squaring Numbers: Techniques for rapid calculation of squares and cubes.
- Application in Competitive Exams: Demonstrating the relevance of Vedic Mathematics in competitive exams and other assessments.
- **Interactive Sessions:** Daily practice sessions to reinforce learning through practical application.

Course Structure and Division of Hours

The 30-hour course was thoughtfully divided into various components to ensure comprehensive learning and skill development:

1. Lectures (12 Hours):

- o Fundamentals of Vedic Mathematics: 2 hours
- o Techniques for Basic Operations: 4 hours
- o Advanced Calculations (Squaring and Square Roots.): 4 hours
- Application in Competitive Exams: 2 hours

2. Assignments (14 Hours):

o Daily Problem-Solving Exercises: 1 hour daily = 7 hours



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• Real-Life Application Assignments: 1 hour daily = 7 hours

3. Online Exercises and Practice (04 Hours):

o Interactive Online Quizzes: 2 hours

o Timed Calculation Drills: 2 hours

Outcomes of the Course

- 1. **Improved Computational Speed:** Students reported a significant improvement in their speed and accuracy when performing arithmetic calculations.
- 2. **Increased Confidence:** The techniques learned during the course boosted the student's confidence in handling numerical problems.
- 3. **Practical Application:** Students gained valuable skills that can be applied in their academic and professional pursuits.









Dr. Vinay Pandit

Mr. Darshan Pagdhare

Mr Nimesh Punjani

Ms. Vishakha Walia



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Report on Workshop: Pathway to Academic Excellence - NET/SET Masterclass







Name of the Event: Pathway to Academic Excellence - NET/SET Masterclass

Date & Time of the Event: 22nd January 2025, 9:30 AM onwards

No. of Participants: 70 Offline + 72 Online = 142

Venue: Room No.: 408

Organized by: Career Guidance Cell and PG Department in collaboration with HSNC University, H.R. College

of Commerce and Economics Under the Aegis of IQAC

No of Students:

The workshop on "Pathway to Academic Excellence: NET/SET Masterclass" aimed to guide postgraduate students in their preparation for NET/SET examinations. This initiative was collaboratively organized by the Career Guidance Cell and the PG Department under the aegis of IQAC and in collaboration with H.R. College of Commerce and Economics HSNC University to empower students in their academic pursuits.

Objective of the Program:

To familiarize postgraduate students with the structure, syllabus, and preparation strategies for NET/SET examinations and inspire them to pursue careers in academia and research.

Outcome of the Program:

The students gained a comprehensive understanding of the examination pattern and effective preparation techniques. They also learned valuable tips on time management and resource selection, which boosted their confidence in achieving academic excellence. The workshop was well-received, with enthusiastic participation and positive feedback from the attendees.

Dr. Vinay Pandit

Dr. Rahul Shetty

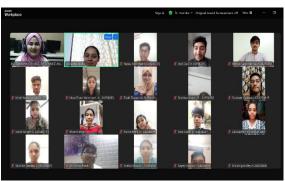


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Report on Certificate Course: MS Office & IT Skills for Workplace Proficiency







Name of the Event: Certificate Course: MS Office & IT Skills for Workplace Proficiency

Date & Time of the Event: 11th February 2025 to 17th February 2025 (4pm to 6pm)

No. of Participants: 367 Registered out of which 331 (90.19%) successfully completed course

Venue: ZOOM Platform

Organized by: Department of Mathematics and Statistics Jointly with Certificate Course Committee and Capacity Building and Skill Enhancement Committee Under the Aegis Of IQAC

The Certificate Course on MS Office & IT Skills for Workplace Proficiency was conducted to equip students with essential digital skills required for academic and professional success. The course provided hands-on training in MS Office (Word, Excel, PowerPoint), Google Workspace (Docs, Sheets, Slides, Forms), Email Etiquette, Cybersecurity, and AI-driven productivity tools. A total of 367 students registered, out of which 300 successfully completed the course by actively participating in all sessions and fulfilling the required criteria.

Objective of the Program:

- 1) To develop proficiency in MS Office and Google Workspace tools.
- 2) To enhance document formatting, data analysis, and presentation skills.
- 3) To introduce collaboration tools for efficient teamwork.
- 4) To provide insights into email etiquette, cybersecurity, and AI-driven workplace productivity.Outcome of the Program:

Course Schedule & Resource Persons

Day	Date	Resource Person	Topics Covered
1	11- 2-25	Ms. Javeria Qureshi	Advanced Word & Google Docs – Formatting Automation, Track Changes, Collaboration, Professional Reports
2	12- 2-25	Ms. Javeria Qureshi	Advanced Excel & Google Sheets – Data Validation, Pivot Tables, Conditional Formatting, Dashboards, Data Analysis
3	13- 2-25	Ms. Deepa Gursale	Advanced PowerPoint & Google Slides – Master Slides, Animation, Interactive Presentations, Embedding Media
4	14- 2-25	Ms. Deepa Gursale	Google Forms & Online Collaboration – Survey Creation, Automated Responses, Integration with Google Apps, Cloud Storage Management
5	15- 2-25	Mr. Dattatray Gursale	Email Etiquette, Communication, Cybersecurity & AI for Productivity — Professional Email Writing, Gmail Productivity, Data Protection, AI-Powered Tools

Outcome of the Program:

By the end of the course, students were able to:

- ✓ Create well-formatted documents using advanced MS Word and Google Docs features.
- ✓ Analyze data efficiently using MS Excel, Google Sheets, and advanced functions like Pivot Tables and Data Validation.
- ✓ Develop engaging presentations using PowerPoint and Google Slides with professional themes, animations, and media embedding.
- ✓ Design surveys and quizzes using Google Forms with advanced settings and automation.
- ✓ Enhance workplace communication with proper email etiquette and productivity tools.
- ✓ Understand cybersecurity measures to protect personal and professional data.
- \checkmark Leverage AI-driven tools to boost efficiency and workflow management.

The Certificate Course on MS Office & IT Skills for Workplace Proficiency provided students with the necessary technical and professional skills to navigate modern digital workplaces effectively. The enthusiastic participation of students, combined with expert guidance from resource persons, made the course highly beneficial.

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Report on Workshop on "Data Alchemy with MYSTAT: Turning Numbers into Knowledge!"





Name of the Event: Data Alchemy with MYSTAT: Turning Numbers into Knowledge!

Date and Time of the Event: 22-02-2025

No. of Participants: 35 Venue: Room No. 302

Organized by: Department of Mathematics and Statistics

Name of Resource Person: Dr. Vinay Pandit

Objectives of the Workshop:

1. To introduce students to MYSTAT and its applications in data analysis for commerce and business decision-making.

2. To provide hands-on experience in analyzing and interpreting statistical data effectively.

Program Overview:

The Department of Mathematics and Statistics, organized an insightful workshop on Data Alchemy with MYSTAT on 22-02-2025. The session aimed to equip students with essential data analysis skills using MYSTAT, a powerful statistical tool. The workshop was conducted by Dr. Vinay Pandit, Head Department of Mathematics and Statistics. Dr. Pandit demonstrated various features of the software, including data visualization, statistical tests, and B analytics. Participants were engaged in practical exercises, allowing them to apply the concepts learned in real-time scenarios.

Outcomes of the Workshop:

1. Students gained a deeper understanding of MYSTAT and its role in data analysis and interpretation.

2. Participants developed hands-on experience in using statistical tools for commerce-related applications, enhancing their analytical skills.



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Report on the Workshop - "The Presenter's Edge- How to develop skills of Public Speaking"







Name of the Event: "The Presenter's Edge: How to develop skills of Public Speaking"

Date & Time of the Event: 5th March 2025 from 10AM onwards

No. of Participants: 173

Venue: 408

Organized by: Department of Mathematics and Statistics Jointly with Certificate Course Committee

Resource Person: Prof Dr. Harmeet Kaur Bhasin

Introduction:

The Mathematics Department and Certificate Course Committee organized a workshop titled "The Presenter's Edge: How to Develop Skills of Public Speaking" to help participants enhance their communication and presentation skills. The session aimed to build confidence, improve stage presence, and equip attendees with effective public speaking techniques through interactive exercises and practical demonstrations.

Objective of the Program:

- 1) To develop participant's confidence and ability to communicate effectively in public settings.
- 2) To provide practical techniques for structuring speeches, using body language, and engaging audiences.

Outcome of the Program:

- 1) Participants gained valuable skills in public speaking, articulation, and audience engagement.
- 2) Improved confidence and clarity in delivering speeches, presentations, and formal talks.
- 3) Improved confidence and clarity in public speaking, leading to enhanced professional and academic presentation skills.



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Report on the Workshop - "From Aspirant to Administrator: Navigating UPSE & MPSE"













Name of the Event: "From Aspirant to Administrator: Navigating UPSE & MPSE"

Date & Time of the Event: 1st March 2025 at 10am onwards

No. of Participants: 202

Venue: 408

Organized by: Department of Mathematics and Statistics Jointly with Certificate Course Committee and IQAC

Resource Person: Mrs. Sharmila V Rao, Mr. Rohit Jadhav and Mr. Ravi Kumar

Introduction:

A Career Guidance Seminar on UPSE & MPSE was organized on 1st March 2025 at 10:00 AM in Room No. 408 to provide students with valuable insights into civil service exam preparation. The seminar aimed to educate aspirants about the structure, syllabus, and key strategies required to crack these competitive exams. The session was conducted by esteemed experts from Ekagraa Academy—Mrs. Sharmila V Rao, Mr. Rohit Jadhav, and Mr. Ravi Kumar—who have years of experience in training students for UPSE & MPSE. They shared practical guidance on exam preparation, time management, study resources, and career opportunities in

the civil services. The seminar witnessed an enthusiastic participation from students who were keen to understand the nuances of these prestigious examinations.

Objective of the Program:

- 1) To familiarize students with the structure, syllabus, and preparation strategies for UPSE & MPSE.
- 2) To provide guidance on effective study techniques, time management, and resources available for aspirants.

Key Highlights:

- a) Mrs. Sharmila V Rao provided an in-depth overview of the UPSE & MPSE exam patterns, eligibility criteria, and syllabus breakdown.
- b) Mr. Rohit Jadhav shared strategies for creating a structured study plan and managing different subjects effectively.
- c) Mr. Ravi Kumar discussed career opportunities, challenges, and success stories in civil services.
- d) An interactive Q&A session allowed students to clarify their doubts directly with the experts.

Outcome of the Program:

- 1) Students gained insights into the examination process and subject-wise preparation strategies.
- 2) Aspirants developed a better understanding of time management and the importance of mock tests and current affairs in preparation.

Dr. Vinay Pandit

VivoyPardit

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Report on Workshop on "Data Alchemy with MYSTAT: Turning Numbers into Knowledge!"





Name of the Event: Data Alchemy with MYSTAT: Turning Numbers into Knowledge!

Date and Time of the Event: 22-02-2025

No. of Participants: 35 Venue: Room No. 302

Organized by: Department of Mathematics and Statistics

Name of Resource Person: Dr. Vinay Pandit

Objectives of the Workshop:

1. To introduce students to MYSTAT and its applications in data analysis for commerce and business decision-making.

2. To provide hands-on experience in analyzing and interpreting statistical data effectively.

Program Overview:

The Department of Mathematics and Statistics, organized an insightful workshop on Data Alchemy with MYSTAT on 22-02-2025. The session aimed to equip students with essential data analysis skills using MYSTAT, a powerful statistical tool. The workshop was conducted by Dr. Vinay Pandit, Head Department of Mathematics and Statistics. Dr. Pandit demonstrated various features of the software, including data visualization, statistical tests, and B analytics. Participants were engaged in practical exercises, allowing them to apply the concepts learned in real-time scenarios.

Outcomes of the Workshop:

1. Students gained a deeper understanding of MYSTAT and its role in data analysis and interpretation.

2. Participants developed hands-on experience in using statistical tools for commerce-related applications, enhancing their analytical skills.