



UDHNA CITIZEN COMMERCE COLLEGE &
S.P.B. COLLEGE OF BUSINESS ADMINISTRATION &
SMT. DIWALIBEN HARJIBHAI GONDALIA COLLEGE OF BCA & I.T.
(Self-Financed College Affiliated To VNSGU, Surat)
(Recognized college under Section 2 (f) of the UGC Act, 1956)
(Managed By Udhna Academy Education Trust, Udhna, Surat)



President : Shri Bhanjibhai K. Patel

Secretary : Shri Kantilal S. Patel

NOTICE

F.Y.B.C.A. 2nd Semester (A.Y.:2024-'25)

201-Professional Development and Ability Enhancement (AEC) Topics for report and presentation

1. Communication skills essential in corporate companies.
2. Importance of grooming in a professional setting.
3. Leadership crucial for organizational success.
4. Importance of power point presentation.
5. Personality assessment and tools aid in identifying strengths and areas for improvement.

NOTES:

- All students have to select any one topic from above given topics.
- Students have to prepare report in word and as well as presentation in PPT format .
- Students have to upload a report and presentation in Google form .
- Students have to give their Viva on the selected presentation topic.
- Goggle link will be provide later on.

Bhanji
29/11/25

Kantilal
29/11/25

