

## FACULTY PROFILE

MODERN OFFICE PRACTICE DEPARTMENT



Faculty Name:	<b>Dr.B.BALACHANDRAN</b>
Qualification:	<p>M.Com.,M.Phil.,Ph.D.,MBA.,NET and SET</p> <p><b>Ph. D., August 2016 (31/08/2016), Salem Sowdeswari College, Salem, Periyar University, Salem.</b></p> <p><b>M.Phil., August 2001, Jamal Mohamed College, Trichy, Bharathidasan University Trichy.</b></p> <p><b>M.Com., April 1999, National College, Trichy, Bharathidasan University Trichy</b></p> <p><b>B.Com., April 1996, National College, Trichy , Bharathidasan University Trichy.</b></p> <p><b>MBA (Finance) DDE, April 2010, Bharathidasan University, Trichy.</b></p> <p><b>State Eligibility Test</b></p> <p><b>National Eligibility Test</b></p>
Designation and Department:	<b>HOD - MODERN OFFICE PRACTICE</b>
Mail Id:	bsri2512@gmail.com
Profile Description: (Summarize your Government's Institution experience)	<ul style="list-style-type: none"><li>- <b>HOD(Regular) in Commercial Practice Department from May 2021 to till date.</b></li><li>- <b>Regional Officer – II at Directorate of Technical Education, Chennai from March 2017 to July 2019</b></li><li>- <b>Programmer at Curriculum Development centre, Directorate of Technical Education, Guindy, Chennai from December 2015 to Feb 2017</b></li><li>- <b>Lecturer in Commerce, from July 2006 to December 2015.</b></li><li>- <b>Lecturer in Commerce at Jayaram Arts and Science College salem from June 2003 to July 2006.</b></li><li>- <b>Lecturer in Commerce at National College (Evening), Trichy from September 2001 to April 2003.</b></li><li>- <b>Deputy Warden &amp; Accounts Officer September 2021 to</b></li></ul>

	<p><b>till date</b></p> <ul style="list-style-type: none"> <li>- <b>Incharge of Dr. Dharmambal Government Polytechnic College for women student co –operative store, Chennai from September 2021 to till date.</b></li> <li>- <b>Incharge of State Institute of Commerce Education student co-operative store, Chennai from 2011 to 2015</b></li> </ul>
<p>Area of Expertise:</p>	<p>FINANCE and MARKETING</p>
<p>Achievements (if any):</p>	<ul style="list-style-type: none"> <li>➤ State level Syllabus revision under M scheme and N scheme for various Diploma Programmes offered by Directorate of Technical Education, Chennai.</li> <li>➤ Coordinator for the Spoken tutorial Projects, IIT Mumbai 2021-2022.</li> <li>➤ Coordinator for the Technical Teachers Certificate course 2022.</li> <li>➤ Coordinator and organizer the Recruitment Examinations for CLRI-Chennai and CSIR-Chennai.</li> <li>➤ NSS &amp; RRC Programme officer during the year 2011 to 2015</li> <li>➤ Member of various DoTE level committees like, Diploma syllabus revision Committee, Computer on Office Automation Syllabus revision committee and GTE Malpractice Committee.</li> <li>➤ Coding officer for Diploma Dummy Numbering work for April 2018, October 2018 and April 2019 Board Examinations.</li> <li>➤ Nominated as Awards Committee members for April 2018 and October 2018 Autonomous Examinations in PSG Polytechnic College, Coimbatore and Nachimuthu Polytechnic College, Pollachi.</li> <li>➤ Squad Head for August 2018 GTE Examinations and April 2018 &amp; October 2018 Diploma Board Theory Examinations.</li> <li>➤ Nominated as a Academic Board Committee Member for the Academic year 2018 – 19 in Periyar Centenary</li> </ul>

	<p>Polytechnic College, vallam, Thanjavur and Seshasayee Institute of Technology, Trichy.</p> <ul style="list-style-type: none"> <li>➤ State Level Best NSS Programme Officers Award.</li> <li>➤ Chief and Additional Chief Superintendent in Board Exams</li> </ul>
<p>Publications (if any):</p>	<p><b>Paper Published in Journal:</b></p> <ul style="list-style-type: none"> <li>➤ Financial Analysis of “Corporation Bank” with special reference to Coimbatore, Tamilnadu. Research Journal of Finance and Accounting, Vol. 05; No. 19 Pg. No. 92 – 98 Oct 2014 ISSN: 2222–2847</li> <li>➤ Corporate Governance – with Special Reference to TATA Grop. International Research Journal of Management &amp; Humanities, Vol. 02; Issue No. 02 Pg. No. 719–722 Sep 2014 ISSN: 2347–3274</li> <li>➤ The Role of Tech School, B School and Government to promote the Entrepreneurship in India. Bonfring International Journal of Commerce and Economics, Vol. 05; Special Issue Pg. No. 04–08 August 2015 ISSN: 2250–1096.</li> <li>➤ A study on Growth of Tyre production Technology and overall production, export and retreading of Tyre industry in India. Indo Global Journal of Commerce and Economics, Vol. 02; No. 03 Pg. No. 264–270 April 2015 ISSN: 2393–9796.</li> <li>➤ A study on E-Banking with special Reference to Mobile Banking in India. Bonfring National Journal of Commerce and Economics, Vol. No. 1 Page No 170 – 172 Sep – 2014 ISBN- 978-93-83459-84-1.</li> <li>➤ A study on the Scope and problems of Marketing Medical Insurance in Chennai. Metropolitan European Journal of Business and Management (Online) Sept 2014, Vol. 06; No. 31 Pg. No. 50–353 Oct 2014 ISSN: 2222–2839.</li> <li>➤ Study on growth &amp; development of Indian Paper Manufacturing Industry. Studies in Indian Places names – ISSN No. 2394 – 3114, Mar 2020 Vol No. 40, Issue No.86, Mar 2020</li> <li>➤ Manufacturing Sector: A review on the growth in the development of Global paper Industry. Purakala – ISSN No. 0971 2143, Apr 2020, Vol No. 31, Issue No.17 Apr 2020</li> </ul> <p><b>International Conference:</b></p> <ul style="list-style-type: none"> <li>➤ International Conference on “Enhanced Changes in Corporate Environment” organized by Mohamed Sathak College of Arts and Science on 29<sup>th</sup> September 2014.</li> <li>➤ International Conference on “Contemporary Issues &amp; Challenges in Commerce and Management” organized by Sri Ganesh College of Arts &amp; Science, Salem on 13<sup>th</sup> Feb 2015.</li> <li>➤ International Conference on “Competency Building Strategies in Business and Technology for Sustainable Development” organized by Sri Ganesh School of Business Management on 20<sup>th</sup> Feb 2015.</li> <li>➤ International Conference on “Entrepreneurial Excellence” organized by</li> </ul>

Sankara College of Science and Commerce, Coimbatore on 25<sup>th</sup> August 2015.

**National Conference:**

- National Conference on “E – Dealings” organized by Sankara College of Science & Commerce, Coimbatore on 19<sup>th</sup> September 2014.
- National Conference on “Curriculum Innovations and Challenges in Technical Education” organized by National Institute of Technical Teachers Training and Research (NITTTR), Chandigarh on 24-25 March, 2015.
- Two day National Conference on Conventional to Digital – A Shift in Banking organized by Department of Commerce, School of Social Sciences and Languages, VIT University, Vellore on 21 – 22 April 2017.

## FACULTY PROFILE

### MODERN OFFICE PRACTICE DEPARTMENT



Faculty Name	:	<b>Dr. R. KANAKARAJAMMAL</b>
Qualification	:	<b>M.Com., M.Phil., NET., Ph.D.</b> <ul style="list-style-type: none"><li>- <b>Ph.D. in Commerce, Madras university, 2014</b> <b>Title: A Study on Long Run and Short Run relationship between Macro Economic variables and Stock Market in the Post reform Era.</b></li><li>- <b>M.Phil. in Commerce, Madras University, 1997</b> <b>Title: Relationship between Gold price and stock prices.</b></li><li>- <b>UGC –NET</b></li><li>- <b>M.Com., Bharathidasan University, 1995 university first rank, Gold medalist and Received cash price from K. Shanthanam Endowment fund and Jawaharlal memorial fund.</b></li><li>- <b>B.Com., Bharathidasan University, 1993.</b></li></ul>
Designation and Department	:	<ul style="list-style-type: none"><li>- <b>Lecturer / Modern Office Practice (CP)</b></li><li>- <b>HOD i/c. / Cosmetology Department</b></li></ul>
E-mail ID	:	<a href="mailto:kanaka7373@gmail.com"><b>kanaka7373@gmail.com</b></a>
Profile Description (Summarize your Government's Institution experience)	:	<ul style="list-style-type: none"><li>- <b>Lecturer in Commerce, from July 2006 to Till Date.</b></li><li>- <b>Lecturer in Commerce at Sri Kanyaka Parameahwari Arts and Science College for Women from June 1999 to July 2006.</b></li><li>- <b>Lecturer in Business Administration at Thanthai Hans Rover College from June 1995 to may 19996.</b></li><li>- <b>Deputy Warden from June 2009 to till date</b></li><li>- <b>HOD in charge in the Garment Technology Department from September 2019 to August 2022.</b></li><li>- <b>Continuing Education Manager for CIICP from July 2022</b></li><li>- <b>HOD in charge for Cosmetology Department from September 2022.</b></li></ul>

		<ul style="list-style-type: none"> <li>- Accounts Officer for centrally sponsored programme of person with disabilities from 2009.</li> <li>- Accounts officer for community polytechnic Scheme.</li> </ul>
Area of Expertise	:	- <b>Financial Management</b>
Achievements (if any)	:	<ul style="list-style-type: none"> <li>- NPTEL online 8 week course (Jan-Mar 2020) Foundation course in Managerial Economics with score of 56%</li> <li>- NPTEL on line 12 Week (Jan-Apr 2020)course financial management for managers with score of 61%</li> <li>- Quiz organized</li> <li>- Co-ordinator conducting online Quiz at DGPCW</li> <li>- Business Statistics ,Financial Accounting ,Mercantile Law</li> <li>- Acted as Chief and Additional Chief superintendent for Board and GTE examinations.</li> <li>- Acted as member of Syllabus revision committee for Modern office Practice</li> <li>- Acted as Cell member of Autonomous Exam Cell At Dr. DGPCW from March 2016 to october2022.</li> </ul>
Publications (if any)	:	<p style="text-align: center;"><b>Papers Published in Journals</b></p> <p>Research Papers Published in International Journals : 10</p> <ol style="list-style-type: none"> <li>1. Kanakarajammal R. and Paulraj S., The impact of Crude oil price on growth of Indian economy, Journal of Business Research, (2019) (29) : pp 224-230.</li> <li>2. Kanakarajammal R. and Paulraj S., Impact of Trade openness on economic Growth: Empirical evidence from India, International Journal of Management Technology and Engineering, (2019) : pp 399-408.</li> <li>3. Kanakarajammal R. and Paulraj S., Testing the export-led growth Hypothesis: Econometric evidence from India, Journal Of Management, (2017) 4(2) : pp 637-643.</li> <li>4. Kanakarajammal R. and Paulraj S., Foreign Direct Investment is a Lead driver for Sustainable development of Economic Growth in India, Intercontinental Journal of Financial Research, (2017) 5(9) : pp 29-35.</li> <li>5. Kanakarajammal R. and Paulraj S., Financial Market Integration: India's Stock Market with Developed countries Stock Indices in the post crisis period, International Journal of Advanced Scientific Research and Development, (2016) 3(2) : pp 109-121.</li> <li>6. R. Kanakarajammal, S. Paulraj and M. Arulalan, A Study on Co-movement Relationship between India, China and US Stock Markets in Post Reform Era, SMART Journal of Business Management Studies, (2014) 10(2) : pp 64-76.</li> </ol>

7. **R. Kanakarajammal, S. Paulraj and M.V. Arulalan, An Examination of Long-Run and Short-Run Relationship between crude oil price, gold price, exchange rate and Indian stock market, International Journal of Research in Commerce, IT and Management, (2013) 3(1) : pp 94-100.**
8. **Kanakarajammal R. and Paulraj S., Integration of India's Stock Market with Global Major stock indices in the post crisis period presented in International Conference on Financial Markets and Corporate Finance(ICFMCF), Chennai, (2016) .**
9. **R. Kanakarajammal, S. Paulraj and M.V. Arulalan, A Study on Co-movement Relationship between India, China and US Stock Markets in Post Reform Era presented in International Seminar on Financial Markets: Issues and Challenges-(FIMIC-2014), Trichy, (2014) .**
10. **Kanakarajammal R. and Paulraj S., Association Between Macroeconomic factors and Indian Stock Market in the Post Reform Era presented in International level conference on International Conference on Changes, Challenges and Strategic Reforms in Management, Chennai, (2013) : pp 9-10.**

## **Papers Published in Conferences**

Research Papers Published in International Conferences : 08

1. **Kanakarajammal R. and Paulraj S., Impact of COVID 19 on Foreign Institutional Investments, Domestic Institutional Investments flows and India's Stock Market presented in 4th International Conference-ICRBP 2021, Chennai, (2021).**
2. **Kanakarajammal R. and Paulraj S., Vector Error Correction Model for the Major global Stock Markets during the period of Coronavirus Pandemic presented in International Virtual Conference on Nurturing and Transforming Economic and Business Practices with Innovation in Global Market, Chennai, (2021).**
3. **Kanakarajammal R. and Paulraj S., Test of Integration among oil, Gold at Indian Stock Market presented in International Conference Proceedings, Chennai, (2019): pp 94-110.**
4. **Kanakarajammal R. and Paulraj S., An Empirical study of FIIs Flows Influence on Indian Stock Market presented in 209 International Conference on Innovation and Emerging trends in Global Business-Opportunities and Challenges, Chennai, (2019) 1 : pp 339-346.**
5. **Kanakarajammal R. and Paulraj S., An Empirical study of FII and FDI flows influence on Indian capital market presented in International Conference on Transformation in Industry in an Era of Digitalization: Challenges and Opportunities, Chennai, (2019).**

6. **Kanakarajammal R. and Paulraj S., "Empirical Linkage between key macroeconomic indicators and Indian stock Market: Econometric evidence from India" presented in International Conference on Emerging Trends in Social, Business and Management Science Research, Vellore, (2018) .**
7. **Kanakarajammal R. and Paulraj S., Foreign Direct Investment and Sustainable Development of Economic Growth in India: An Econometric Approach presented in International level conference on International Conference on Innovative Trends in Business Practices for Sustainable Development, Chennai, (2016) : pp 699-711.**
8. **Kanakarajammal R. and Paulraj S., Integration of India's Stock Market with Global Major stock indices in the post crisis period presented in International Conference on Financial Markets and Corporate Finance(ICFMCF), Chennai, (2016) .**

### **Conferences Attended**

1. **Attended a International level conference on Fourth International Conference-ICRBP 2021 organized by D.G. Vaishnav College, Chennai-106 from 29-Nov-21 to 30-Nov-21.**
2. **Attended a International level conference on International Conference on Transformation in industry in an era of digitalization: Challenges and Opportunities organized by Guru Nanak College, Chennai on 28-Sep-19.**
3. **Attended a National level conference on Third National Business Research Conference on Emerging trends in Commerce and Management in the present decade organized by D.B. Jain College, Chennai on 21-Feb-19.**
4. **Attended a International level conference on International Conference on Emerging trends in Social, Business and Management Science Research organized by Vellore Institute of Technology, Vellore from 15-Jun-18 to 16-Jun-18.**
5. **Attended a International level conference on International conference on Implementation strategies for sustainable innovation organized by D.G. Vaishnav College, Chennai on 25-Oct-17.**
6. **Attended a International level conference on International Conference on Evolving Trends and Innovations in Business and Management for Sustainable Development organized by Sri Kanyaka Parameswari Arts and Science College for Women, Chennai on 31-Aug-17.**
7. **Attended a International level conference on ICSSR-Sponsored National Seminar on Innovations and Challenges in Global Business Management organized by D.B. Jain College, Chennai on 28-Jul-17.**



## FACULTY PROFILE

MODERN OFFICE PRACTICE DEPARTMENT



Faculty Name:	Dr.R.MAHESH
Qualification:	M.Com(CA),M.Phil.,Ph.D.,MCS., SET & NET
Designation and Department:	LECTURER MODERN OFFICE PRACTICE
Mail Id:	Mahe202077@gmail.com
Profile Description: (Summarize your Government's Institution experience)	Worked as Assistant Professor for 13 years in Karuppannan Mariappan College, Muthur, Tiruppur.
Area of Expertise:	ACCOUNTING, FINANCE and MARKETING
Achievements (if any):	M.Phil/ Ph.D Guidance—produced 10 M.Phil scholars.
Publications (if any):	<b>Number of Articles Published in National level and International journals—11</b> <ol style="list-style-type: none"><li>1. Mr.R.Mahesh &amp; Mr.A.Palanisamy, (2014), A Study on consumer satisfaction on drinking mineral water with special reference to Erode District, Innovative Intellectual Publications (ISSN 2278-2346), VOL -3, Issue -1, pp 47-54.</li><li>2. Mr.R.Mahesh , Mr.A.Palanisamy &amp; Dr.S.Ramasamy,(2015), a Socio economic analysis of agricultural land less labourers, international journal of research in commerce, economics and management(ISSN 2231-4245), VOL-5, Issue – 9, pp 3-6.</li><li>3. Mr.R.Mahesh &amp; A.Senthil Nathan, (2015), Buyer's attitude towards online purchase- A study with special reference to erode city, journal of business management and social science research(JBM&amp;SSR),(ISSN 2319- 5614), VOL -4, issue-11 pp 641-644.</li><li>4. Mr.R.Mahesh &amp; A.Palanisamy,(2015),Impact of annual inflow of foreign direct investment with selected economic growth factors, international journal of research in computer application and management(IJRCM),(ISSN 2231-1009),VOL-5,Issue-9,pp 35-38.</li><li>5. Mr.R.Mahesh, Dr.M.Viswanathan &amp; Dr.A.Palanisamy,(2016),A</li></ol>

comparative study on working capital management of selected pharmaceutical companies in India, IRA-international journal of management & social sciences(ISSN 2455-2267),Vol-3, issue-3, pp 499-511.

6. Mr.R.Mahesh, P.Gomathi,(2016),A study on consumers buying behaviour of green products with special reference to selected villages in Tirupur district, International Journal of engineering and management research(ISSN 2250-0758),Vol-6,issue-1,pp 15-20.
7. Mr.R.Mahesh & Dr.V.Sugumar,(2016), A study on employee's satisfaction of human resource practices of selected sugar mills, international journal of research in IT & Management(ISSN 2231-4334), VOL-6, Issue-3 pp 1-9.
8. Mr.R.Mahesh & N.Thangaraj,(2016), A study on profitability and liquidity management of selected companies of indian petroleum industry, international journal of management research and business strategy(ISSN 2319-345X), Vol-5,No-3,pp 143-150.
9. Mr.R.Mahesh,(2017),A study on problems and difficulties faced by lic agents while selling insurance policies with special reference to kangeyam branch, Asia pacific journal of research in business management (ISSN 2229-4104),pp 1-15.
10. R.Mahesh & Dr.V.Sugumar,(2019),Protective buying behaviour of rural consumers – A study with special references to villages of kangeyam taluk, Think India Journal(ISSN 0971-1260), Vol-22,Issue-35, pp 436-447.
11. R.Mahesh & Dr.V.Sugumar,(2020),Rural Consumers awareness on consumerism- a study with special reference to villages of Tiruppur district, journal of inter disciplinary cycle research(ISSN 0022-1945), VOL-XII, issue-1 pp 1509-1519.

## FACULTY PROFILE

MODERN OFFICE PRACTICE DEPARTMENT



Faculty Name:	<b>Dr K.NITHYANANDAM</b>
Qualification:	M.Com., M.Phil.,Ph.D.,SLET.
Designation and Department:	LECTURER MODERN OFFICE PRACTICE
Mail Id:	kn.madipakkam@gmail.com
Profile Description: (Summarize your Government's Institution experience)	<ul style="list-style-type: none"><li>- Lecturer in Modern Office Practice, from September 2022 to Till Date.</li><li>- Assistant Professor &amp; HOD – Commerce(BM) in St. Thomas College of Arts and Science, Koyambedu , Chennai From June 2019 to September-2022</li><li>- Assistant Professor &amp; HOD – Commerce in T.S.Narayanaswami College of Arts and Science , Chennai From December 2000 to June 2019</li><li>- Lecturer in Commerce in Guru Nanak College ,Chennai From August 1995 to April 2000</li><li>- Lecturer in Commerce in Guru Nanak College(Evening) ,Chennai From April 2000 to November 2000</li></ul>
Area of Expertise:	FINANCE and MARKETING
Achievements (if any):	<ul style="list-style-type: none"><li>- Acted as Resource Person in three Seminars/ Workshops.</li><li>- Received <b>AASIRIYAR SEMMAL AWARD</b> from Tamil Nadu Institute for Education and Research Advancement , Chennai in September 2018.</li><li>- Received <b>NALLASIRIYAR MAAMANI AWARD</b> from Magizhchi FM in September 2022</li><li>- Question Paper Setter and External Examiner in various Autonomous Arts and Science Colleges in Chennai</li><li>- Acted as Chief Examiner in Madras University Examinations</li></ul>
Publications (if any):	<b>PAPERS PUBLISHED IN JOURNALS</b>

Sl. No.	Topic of the paper	Name of the Journal	Period	ISSN No.	PP
1	Service Quality Perception of Life Insurance Corporation of India	International journal of management and humanities	September 2014	2347-3274	408-413
2	Origin and Growth of Risk Management –A Study with special reference to Insurance business	SRMRMP Journal of Advanced Research in Management	Jan-Jun 2015	2278-7976	12-18

**PAPERS PRESENTED IN NATIONAL AND INTERNATIONAL CONFERENCES**

Sl. No	Title of the Paper Presented	Name of the Conference	Date	Organizer	PP
1.	Impact of latest banking trends in other sectors	State Level Seminar on “Recent Developments in Banking and Financial Services –Its Impact on Other Sectors”	20.01.2011	RKM Vivekananda College (Evening), Chennai	36-38
2.	Business cycle and its impact in India	International Conference on “Challenges and Issues of Emerging Economies in the Economic	07.09.2012	RKM Vivekananda College (Evening), Chennai	90-95

		Order for Developing the World Economy”			
3.	Health insurance in India (Opportunities and Challenges )	International Conference on “Corporate Excellence in the Challenging Global Scenario ”	27.09.2012 28.09.2012	Asan Memorial College of Arts and Science, Chennai	305-309

**SEMINARS, CONFERENCES AND WORKSHOPS ATTENDED/ PARTICIPATED**

<b>Sl. No.</b>	<b>Name of the Conference</b>	<b>Date</b>	<b>Organizer</b>
1.	Orientation Programme for Independent Directors	17.03.2006 18.03.2006	MCCI (The Madras Chamamber)
2.	Presentation on Managing Business Risks from Information Technology	27.01.2004	MCCI (The Madras Chamamber)
3.	Leadership Series Meeting	19.08.2006	MCCI (The Madras Chamamber)
4.	Management Development Program on “Managerial Competencies for Educational Administrators”	26.06.2015	ITM-Business School, Chennai
5.	National Seminar on “Innovative Strategies for Corporate Management in the Globalised Scenerio”	25.01.2012	Guru Nanak College Chennai
6.	National Seminar on Foreign Direct Investment	19.02.2014	Mohamed Sathak College of Arts and

			Science, Chennai.
7.	UGC Sponsored National Seminar on “Women Empowerment through Self Help Groups”	11.12.2010	D.B.Jain College, Chennai

**OTHER EXISTING FACULTIES (ALREADY UPLOADED IN OUR COLLEGE WEBSITE AND NO UPDATION NEEDED)**

1. M.LAKSHMI
2. K.JAYARAMAN
3. G.RAJESH KANNAN