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| **COEP TECHNOLOGICAL UNIVERSITY PUNE**  **(A Unitary Public University of Govt of Maharashtra)**  **Short Report on Event for Publicity** |  |

(Report should be limited to Single page or max two pages if event is big; send soft copy to

[riil-office@coeptech.ac.in](mailto:riil-office@coeptech.ac.in) for inclusion in COEP Tech University leaflet)

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| **Dept name** |  |
| **Event name** |  |
| **Period** | **dd-mm-yy to dd-mm-yy** |
| **Venue:** |  |
| **Coordinator names contact details** |  |
| **Short report**  (*Report should cover at least following details such as major topic covered; mention names of speakers; mention names of industries from where participants registered; no of participants attended, online / offline to be clearly mentioned, acknowledgement to sponsoring organization like AICTE / DST / Industry name if any; mention names of the professional bodies if any collaborations )* | |
| **Selected Photos of the event with short Caption at the bottom of each photo**  *( 2 to 3 prominent photo showing participants / lab training/ should cover banner of the event and logos of the COEP Tech and sponsoring organization )* | |

Send soft copy to [riil-office@coeptech.ac.in](mailto:riil-office@coeptech.ac.in)