

## Report on BAIG Managing References & Citations with Mendeley

<b>Date</b>	22 February, 2024
<b>Time:</b>	02:05 pm to 4:05 pm
<b>Venue:</b>	Lecture Hall - 306
<b>Section:</b>	NA
<b>Batch:</b>	2022-2024
<b>Semester:</b>	IV
<b>Guest/Speaker Name:</b>	Dr. Raja Sankaran
<b>Guest/Speaker Designation</b>	Associate Professor
<b>Guest/Speaker Contact No &amp; Email Id:</b>	NA
<b>Guest/Speaker Company/Institute Name:</b>	CMS Business School, JAIN (Deemed-to-be University)
<b>Faculty Coordinators Name:</b>	Dr. Praveen Gujjar
<b>Topic:</b>	Managing References & Citations with Mendeley
<b>Moderator (if any)</b>	NA
<b>No. of Attendees</b>	25
<b>Feedback:</b>	Yes
<b>Brochure: (if any)</b>	Yes
<b>Budget of the Program (if any):</b>	NA
<b>Revenue Collected: (if any)</b>	NA

### 1. Introduction: (MANDATORY)

In this workshop, led by Dr. Raja Sankaran, Associate Professor at CMS Business School, JAIN (Deemed-to-be University), we explore key facets of Mendeley Library usage. Held on 22nd February 2024 in Lecture Hall - 306, the session delves into intricacies such as the importance of referencing and the specifics of APA referencing style. Participants gain practical skills, including the seamless insertion of citations and the creation of bibliographies in Word, enhancing their research and writing proficiency. This introduction sets the stage for an immersive exploration of valuable insights and practical knowledge shared during the workshop.

**Venue (Outside/Inside the campus):** Lecture Hall - 306

### 2. Program Objectives:

- Importance of referencing & APA referencing style
- How to populate Mendeley Library?

- How to insert citations and a bibliography in Word?

### 3. Relevance to PO, Relevance to PEO and PSOs

PO	Program Objective (PO)
PO1	Apply knowledge of management theories and practices to address and resolve business challenges
PO2	Demonstrate analytical and critical thinking abilities for information-based decision making
PO3	Analyse global, economic, legal and ethical aspects of business
PO4	Apply trans-disciplinary tools and techniques towards effective problem solving
PO5	Assist others and self in accomplishing organizational objectives and contribute effectively to a collaborative team setting.
PO6	Exhibit an entrepreneurial mindset for the establishment of sustainable businesses and societies.
PO7	Exemplify value-based leadership for excellence

### 4. Activity Overview:

In this interactive session, titled "Managing References & Citations with Mendeley," Dr. Raja Sankaran, Associate Professor at CMS Business School, JAIN (Deemed-to-be University), will guide MBA Business Analytics students through key focus areas. Scheduled for 22nd February 2024, from 02:05 PM to 04:05 PM in Lecture Hall - 306, participants will delve into crucial topics such as populating the Mendeley Library, understanding the importance of referencing, and mastering the APA referencing style. The session will also cover practical skills, including how to seamlessly insert citations and create bibliographies in Word. Pre-requisites include registering for the Mendeley workshop and installing the Mendeley tool. With limited seats available, registration is mandatory on a first-come-first-serve basis. Don't miss this opportunity to enhance your referencing and citation management skills

**.Guest/Speakers' Profile:** Dr. Raja Sankaran, PhD in Marketing from IIM Ranchi, brings over 32 years of industry and teaching experience as an Associate Professor at CMS Business School, JAIN (Deemed-to-be University). With a background in multinational companies and extensive managerial roles, he has implemented six-sigma projects, conducted 100+ corporate training globally, and published in ABDC-ranked journals. Holding certifications such as Mendeley Advisor and Business Analytics FDP from IIM Bangalore, his research interests include mobile technology, consumer behavior, and cryptocurrency. Dr. Sankaran's impactful workshops and FDPs have reached participants from esteemed institutions worldwide, reflecting his commitment to knowledge dissemination and skill development.

**5. Summary and Key Learnings of the session:**

The session offered invaluable insights into the intricacies of populating a Mendeley Library and mastering referencing techniques. Participants gained practical skills in inserting citations and creating bibliographies in Word. Dr. Sankaran's wealth of experience, spanning over three decades, and his engaging teaching approach enriched the understanding of research methodology and various subjects in Marketing Management, International Business, and Strategic Management. The session not only enhanced participants' proficiency in research and writing but also provided a holistic perspective on the application of these skills in real-world scenarios. Overall, the workshop contributed significantly to participants' knowledge and skill development in the realm of academic research and analytics

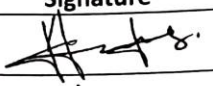

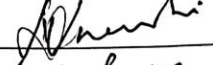
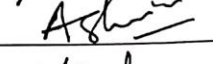
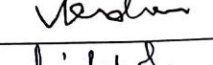





**6. Participant details:**

The Analytics students of the IV semester and the students who opted to specialize in Business Analytics.

**7. Details of Winners (if applicable): -NA**

**8. Details of the judges (if applicable): -NA**

**9. Attendance records:**

ATTENDANCE				
Sl.No	USN	NAME	Section	Signature
1	22MBAR0009	Ashutosh kumar	BA1	
2	22MBA20805	AMAN YADAV	BA1	
3	22MBA20098	K NEELESH	BA1	
4	22MBA20010	ASHVIN SHINDE	BA1	
5	22MBA20634	VEDANT SINGH	BA1	
6	22MBA20028	NIKHIL K	BA1	
7	22MBAR0343	Aartha Sinha	BA1	
8	22MBAR0566	Shiladitya Bhallachoojya	BA1	
9	22MBAR0048	Ankan Choudhury	BA1	
10	22MBAR0035	MUPPALLA RUPESH	BA1	

ATTENDANCE				
Sl.No	USN	NAME	Section	Signature
1	22MBAR0421	Ujjayam Sharma	FBA	<i>Ujjayam Sharma</i>
2	23MBAR0088	Nicha P	CF4	<i>Nicha P</i>
3	23MBAR0123	Joshika K.R.	FBA	<i>K.R. Joshika</i>
4	23MBAR0944	Rajeshharshini S	FBA	<i>S. Rajeshharshini</i>
5	23MBAR0374	Ashik-Kushwaha	FBA	<i>Ashik Kushwaha</i>
6	23MBAR0414	Shantanu Kundu	FBA	<i>Shantanu Kundu</i>

**10. Participants' Feedback, Feedback Analysis, and Attainment Calculation: NA**

Questions to Map Pos	List of Pos & PSOs	Wt Score ▶					Wt. Score				Max score	%age
		5 Strongly Agree	4 Agree	3 Neutral	2 Disagree	1 Strongly Disagree						
The Workshop helped me to learn new / Improve new skill and competency	PO1 PO7 PSO1PSO2PSO3	13	8	1	0	0	100				110	91%
The workshops objectives wre clearly stated and achieved	PO1 PO3 PO4 PO5 PSO2PSO3	13	9	0	0	0	101				110	92%
The workshops content & coverage was relevant	PO1 PO3 PSO2PSO3	16	6	0	0	0	104				110	95%
The time was well managed during the workshops	PO1 PO3	13	9	0	0	0	101				110	92%
The facilitator of the workshop was knowledgabel & resourceful	PO1 PO3	10	12	0	0	0	98				110	89%

**Workshop**

POs	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Captured By	Total Attainment Score	Level Achieved
PO1	91%	92%	95%	92%	89%						Q1 Q2 Q3 Q4 Q5	92%	3
PO2													
PO3		92%	95%	92%	89%						Q2 Q3 Q4 Q5	92%	3
PO4		92%									Q2	92%	3
PO5		92%									Q2	92%	3
PO6													
PO7	91%										Q1	91%	3
PSO1	91%										Q1	91%	3
PSO2	91%	92%	95%								Q1 Q2 Q3	92%	3
PSO3	91%	92%	95%								Q1 Q2 Q3	92%	3

**11. Proposals for the Event/Programme:**

To,  
The Programme Coordinator for kind approval,

Sub: Managing References & Citations with Mendeley

The purpose of the workshop is to offer students specific inputs and practical exposure to "Managing References & Citations with Mendeley." The workshop, planned for two hours, is scheduled for February 22, 2024, from 02:05 pm to 4:05 pm, providing a hands-on learning experience for effective reference and citation management using Mendeley.

Respected Programme Coordinator your kind approval is requested for the same.

The Dean has recommended this proposal.

Kind Regards,

Faculty Coordinator  
Business Analytics Area  
Signature

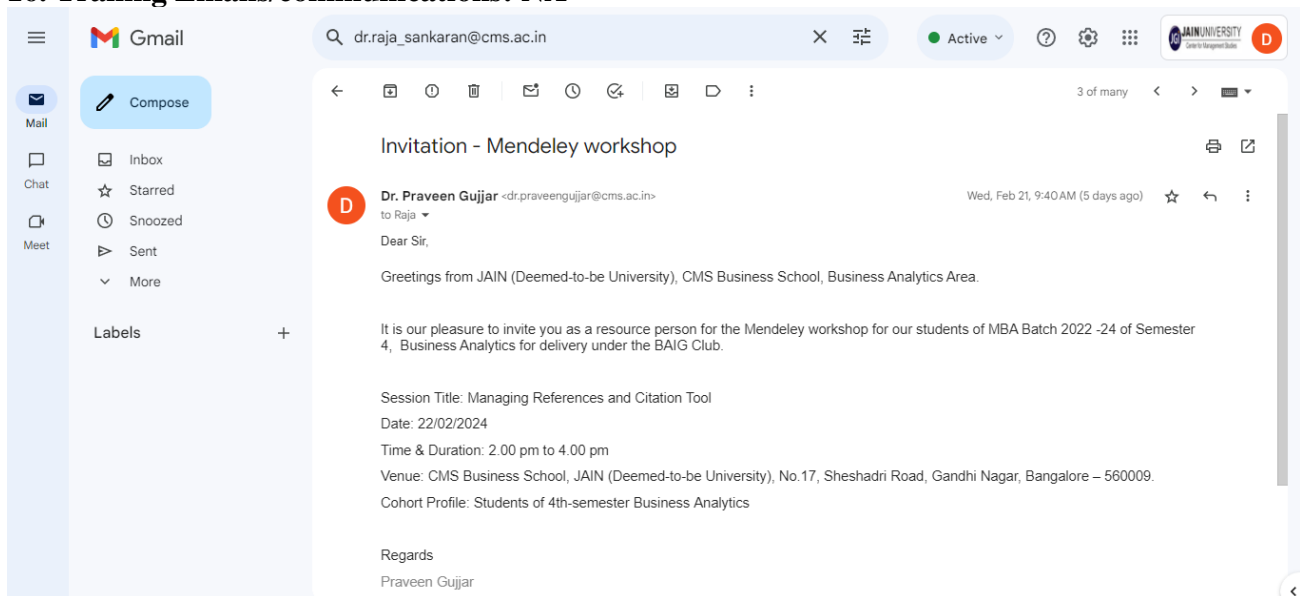
Program Coordinator  
Approval Authority  
Signature

## 12. Minutes of Meetings:

<b>Meeting Title</b>	Planning to organize a workshop on Managing References & Citations with Mendeley	
<b>Date of Meeting</b>	15 February, 2024	
<b>Meeting Venue</b>	Lecture Hall - 409	
<b>Meeting Agenda</b>	To distribute the tasks	
<b>In Attendance</b>	Name	Title/Department/Organization
1	Dr. Praveen Gujjar	B Business Analytics
2	Dr. Moovendhan	Bu Business Analytics
3	Dr. Syed Shahid Raza	Business Analytics
4	Dr. Avinash Rana	Business Analytics
5	Dr. Lakshmi S	Business Analytics
6	Prof. Naveen Kumar V	Business Analytics
<b>Key Meeting Outcomes</b>		
	<ul style="list-style-type: none"> <li>Meeting focused on task allocation for the "Managing References &amp; Citations with Mendeley" workshop.</li> <li>Roles clarified for seamless coordination among team members.</li> <li>Workshop date set for 22nd February 2024 in Lecture Hall - 306.</li> <li>Defined objectives emphasize practical skills in using Mendeley for reference and citation management.</li> </ul>	
<b>Action Plans, if any (along with the First Person Responsible)</b>		
	<ul style="list-style-type: none"> <li>NA</li> </ul>	

## 13. Budget: - NA

## 16. Trailing Emails/communications: NA



The screenshot shows a Gmail inbox on the left with a 'Compose' button. The main email content is as follows:

Search: dr.raja\_sankaran@cms.ac.in

Invitation - Mendeley workshop

Dr. Praveen Gujjar <dr.praveengujjar@cms.ac.in> to Raja

Wed, Feb 21, 9:40AM (5 days ago)

Dear Sir,

Greetings from JAIN (Deemed-to-be University), CMS Business School, Business Analytics Area.

It is our pleasure to invite you as a resource person for the Mendeley workshop for our students of MBA Batch 2022 -24 of Semester 4, Business Analytics for delivery under the BAIG Club.

Session Title: Managing References and Citation Tool  
 Date: 22/02/2024  
 Time & Duration: 2.00 pm to 4.00 pm  
 Venue: CMS Business School, JAIN (Deemed-to-be University), No.17, Sheshadri Road, Gandhi Nagar, Bangalore – 560009.  
 Cohort Profile: Students of 4th-semester Business Analytics

Regards  
 Praveen Gujjar

**14. Brochure:**

## Managing References & Citations with Mendeley

### Dr. Raja Sankaran

Associate Professor  
CMS Business School  
JAIN (Deemed-to-be University)



**Date:** 22<sup>nd</sup> February 2024 | **Time:** 02:05 PM - 04:05 PM | **Venue:** Lecture Hall - 306

#### Focus Points:

- Importance of referencing & APA referencing style
- How to populate Mendeley Library?
- How to insert citations and bibliography in Word?

#### Participants:

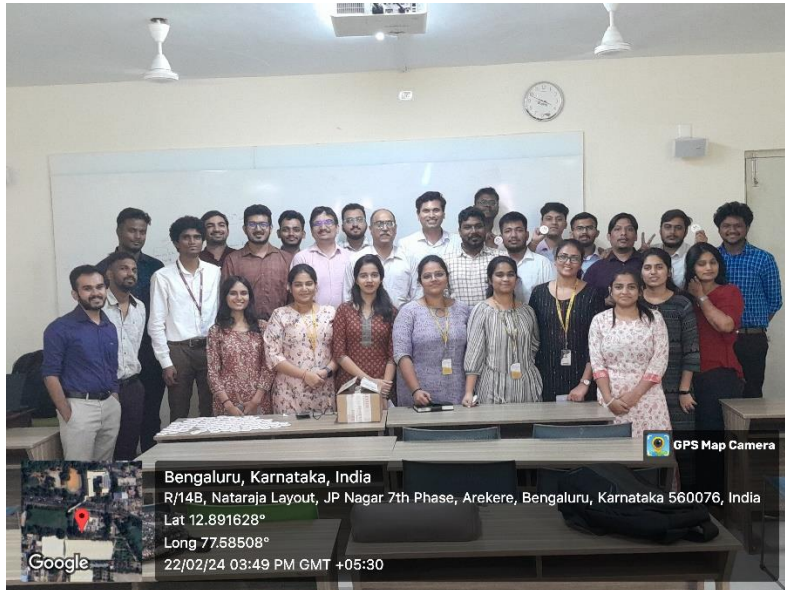
MBA Business Analytics Students of CMS Business School, JAIN (Deemed-to-be University)

#### Pre-requisites:

- a) All participants to Register for the Mendeley workshop
- b) installation of Mendeley (an auto email will be sent when you register for the workshop)

Registration is mandatory and on a first-come-first-serve basis. **Limited Seats - so register early.**

**15. Pictures for the Event:**



**Capturing the culmination! Team joy after a successful 'Managing References & Citations with Mendeley' workshop. Cheers to everyone's efforts on 22nd February 2024 in Lecture Hall - 306. Venue: CMS Business School, Sheshadri Road, Bengaluru**







**Capturing the culmination! Team joy after a successful 'Managing References & Citations with Mendeley' workshop. Cheers to everyone's efforts on 22nd February 2024 in Lecture Hall - 306. Venue: CMS Business School, Sheshadri Road, Bengaluru**

