



# INDIAN ASSOCIATION OF SECRETARIES AND ADMINISTRATIVE PROFESSIONALS

CIRCULAR  
NOV 2019

Dear Members,

This month we bring forth an hour long interactive session with Ms. **Neha Ratnakar - a Personal Image and Employee Branding Coach**, about the knowns and unknowns of Social Media and its impact on us -especially on our body image and confidence.

## Topics covered :

- Is social media bad for you?
- What are the most positive aspects of social media for working women?
- What we must know about using Facebook, Whatsapp and LinkedIn?

**Since the session is an interactive session on Social Media usage and its impacts you can bring along with you guest above 18 yrs.**

Date & Time : Friday 22<sup>nd</sup> November, 2019 at 1830 hrs.

Topic : **“Image on Social Meida and Body Language.”**

Venue : Royal Connaught Boat Club (Lagoon Hall)  
Boat Club Road, Pune – 411 001

RSVP : [dilnawaz15@gmail.com](mailto:dilnawaz15@gmail.com) / 90113 54955 - Dilnawaz Nekoo  
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***(Please send your RSVP before Tue. 19<sup>th</sup> Nov., 2019)***

Warm Regards,

**Uma Nandedkar**  
Chairperson



**Indian Association of Secretaries and Administrative Professionals (IASAP)**  
**PUNE CHAPTER**  
**Mobile No – 9922950140**