



Indian Association Of Secretaries And Administrative Professionals Brain And Brawn

April to
June
2022

MANAGING COMMITTEE

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BAKHTAWAR BATTIWALLA
9890175552

VICE CHAIRPERSON
MONICA D'SOUZA
9850152385

HONORARY SECRETARY
ASSUNTA CHRISTY
9850893540

HONORARY TREASURER
ANNABELLA SALIS
9822895157

COMMITTEE MEMBERS

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9922933387

RATIKA KHENAT
9970067693

DAISY D'SOUZA
7057465475

IMMEDIATE PAST CHAIRPERSON
BEROZE DIVECHA
9763708722

FROM THE CHAIRPERSON'S DESK....



Dear All,

A saying goes ...“If you take responsibility for your-self you will develop a hunger to accomplish your dreams.”

I truly believe that no vision can be achieved by a single person. It is actually a combined effort of all the team members. I am indeed proud to be associated with IASAP. It is my desire to encourage others to join this association and to do my little bit in helping them to grow too. Thank you, Past and Present Committee and all my dear members, for the confidence and trust in me to appoint me as your Chairperson.

This association has helped me grow as an assertive person and has always offered guidance to boost my confidence as a person that I am today.

My Dynamic Committee with their confidence, enthusiasm, go-getter attitude will be an asset to our IASAP Pune Chapter. We look forward to your support to learn and grow with as a team. Do feel free to come to contact any of us for help whenever you need it - we're here for you!"

WE CARE...AND SO DOES IASAP !
Always there !

Bakhtawar Rumi Battiwalla
Chairperson



FROM THE EDITOR'S DESK.....

Dear All,

I was reading an article in a travel magazine and the quote caught my eye *"What makes humankind so powerful is our sense of curiosity. We push the boundaries and discover new things. Personal experience enriches us more than any amount of money. Documenting them and sharing adventure stories has been a way of spreading knowledge. That is why true heartfelt stories matter a lot"*. So true, isn't it?

For me, vacation is the best time of the year. Short trips to the bucket list destinations are extremely exciting and rejuvenating. Like school children, I too wait for vacations ☺ and like all other working people, I too keep an eye on the long weekends. As the calendar for the New Year is out, I begin spotting the long weekends that fall during that year. ☺

My recent travel to Leh Ladakh and Meghalaya made me realise how tiny I am, and my problems are. Leh has magnificent mountain ranges and valleys, stunning scenic beauty, Buddhist temples, monasteries and pristine environment. We were lucky it snowed twice while we were at Leh. Watching the snowflakes falling from the sky was a spectacular sight. Meghalaya with its beautiful waterfalls, forests, treks, trails, caves and living root bridges are mesmerizing (not to miss hot spicy Maggi noodles ☺). These places were full of adventure and new experiences.

Traveling builds human connections with one another by learning about culture, food, new sites, music, and the way people live their day to day lives in different parts of our country. It's the best on-site learning a person can get. Chit-chat with the locals and their stories makes you sit down with a steaming cup of *chai and pakoras*. One more insight from my travel diary, I would like to mention is that there are people who make your journey comfortable. From flight / train attendants to hotel staff / home stay hosts, cab drivers, tour guides and of course, travel buddies. My gratitude to all of them for making my journey comfortable. I too will ensure that I travel responsibly, being mindful of people and environment.

Travel unlocks a new perspective, enhances our thought process and expands the horizon. Travelling to different places gives me a feeling of joy and content. As quoted by Ralph Waldo Emerson **"Life is a journey, not a destination"**. Don't wait; travel, explore new places, gather memories and enjoy your journey.... Incredible India is waiting to be explored.... (refer last page)

Signing off as Editor to take on new responsibilities and my travel journey continues....☺

Kind regards, Assunta



Certain things
capture the eye but
pursue only those
that capture the
heart.





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April 2022

On 23rd April 2022, IASAP Pune Chapter celebrated the Administrative Professional Day at Poona Club.

Ladies dressed in Floral prints participated enthusiastically in Tambola and all the fun games. Bollywood party numbers got everyone to the dance floor. Sumptuous lunch was enjoyed by one and all. Attendees went back home with a lovely gift.

Happy to meet old friends and make new friends..... Pictures speaks it all!!



Continued....



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**17th National Convention Hosted by Tamil Nadu Chapter
Radisson Blu Temple Bay, Mamallapuram - 28th April to 1st May 2022**

The Theme for the Convention was **Restore, Renew, Revive**. 15 delegates from Pune Chapter participated in the Convention.



Inaugural speech and various sessions by eminent speakers arranged were focused on the theme. Fostering Entrepreneurship, Sustainable Living - Climate Change, Body and Mind wellness were a few topics. The difficult topics like Smart Financial Planning and Community/ Social Projects were made simple to understand. The Chapter cultural performances, folk dance and Retro night were clear example of Unity in Diversity. The new Best Practice Contest (BPC), seemed to be a baby step for social cause, nevertheless saw each Chapter's initiatives and explanations as giant steps. The short tour to Mahabalipuram known for temples and monuments, amazed the delegates by the combination of architecture, vast casuarinas trees and of silver sandy beaches.

The amazing host, Tamil Nadu Chapter along with Radisson Blu Temple Bay ensured to give the delegates memorable experience. Delegates thanked the host for insightful session, impeccable arrangements, hospitality and loads of take away gifts. Looking forward to Kolkata Convention in 2024.





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May 2022

On 21st May 2022, virtual session was arranged on Career Navigation for Women by Ms. Rochelle Rodrigues. Ms. Rochelle Rodrigues is a Career Advancement Coach and HR Professional. She helps working MILLENNIALS discover and build a meaningful career. Enables aspiring LEADERS realize their fullest potential. Empowers WOMEN to be the Superheroes of their Career story.

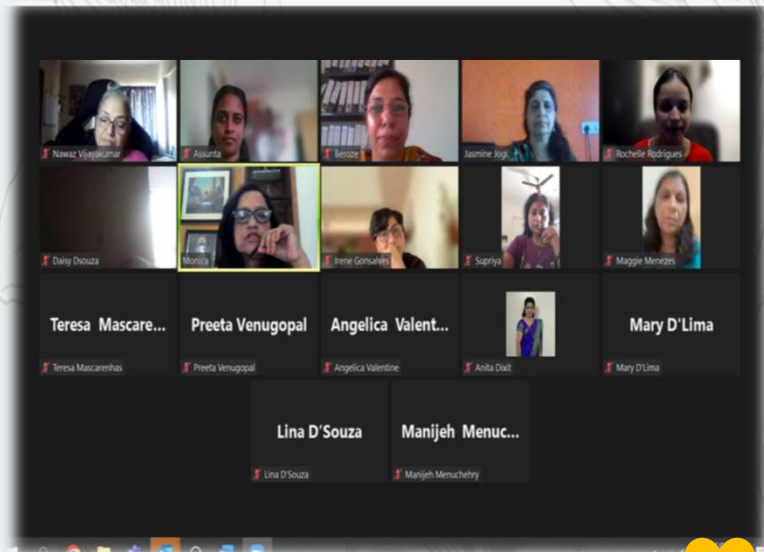
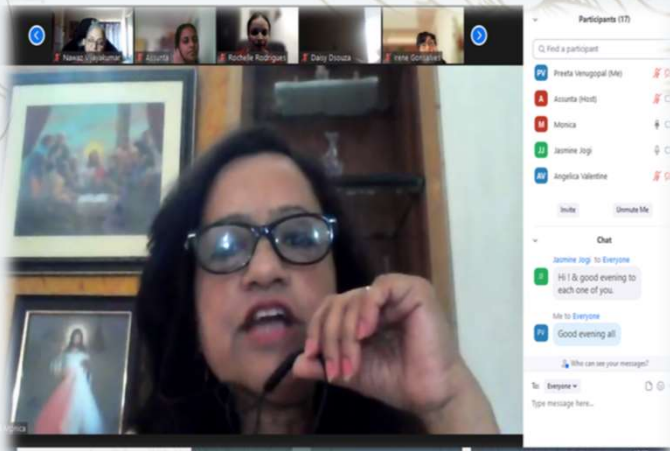
Ms. Rodrigues covered the following points in the webinar:
6 deadly career traps women fall into, The need for periodic Career Audits, Navigating career transitions, Self Advocacy and being a Career Champion, Personal Branding, Other Career Navigation strategies

The key take away from the session was - be a keen listener and stay curious to feedback. Design a brand for your self by what makes us unique also keeps us authentic. Stay bold and be compelling. Show up - to strengthen your brand. Seek a mentor to guide you. Wishing each one a successful career.



Stay Relevant in an ever-changing career landscape

- Always ask 'What Next' - Make Upskilling your Mantra
- Being CURIOUS is better than being SMART
- Success is outside the 'Comfort Zone' - Try something new
- Get comfortable with being uncomfortable
- Don't be afraid to write and re-write your career story



JUNE 2022

The 35th Annual General Meeting of IASAP Pune Chapter was held on 5th June 2022 at Poona Club. Meeting proceedings were satisfactorily conducted under the presence of All India President Ms. Kashmira Gamadia from Mumbai Head Quarters.



Returning Officer - Ms. Anubha Ramgopal declared the new managing committee team for the year 2022-2023. Bakhtawar Battiwalla - Chairperson, Monica D'souza- Vice Chairperson, Assunta Christy - Honorary Secretary, Annabella Salis - Honorary Treasurer, Preeta Venugopal, Daisy D'souza and Ratika Khenat as Committee Members and Beroze Divecha - Immediate Past Chairperson.

Members present for the AGM congratulated and wished a successful tenure to Bakhtawar Battiwalla and her team.



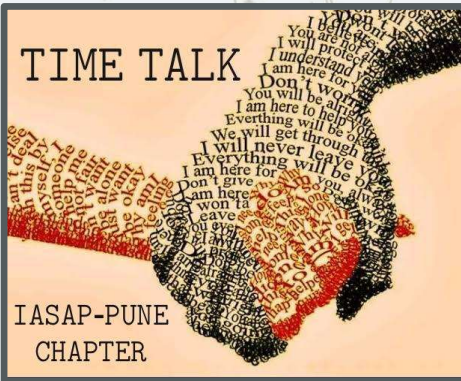


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Virtual Session arranged by other IASAP Chapters

4th April 2022 - Mumbai Head Quarter organised a virtual session - **Cyber Fraud** by Rakshit Tandon. In the virtual world, attackers like to exploit unauthorized products having weak security controls in the corporate cloud. One must be aware and careful of activities including crimes like identity theft, phishing, and other hacking activities designed to scam people out of money. For safety purposes follow 2-step verification. Always monitor the digital diet of children. Be vigilant, Be safe.



IASAP - Pune's first INFORMAL Interactive Group "TIME TALK"- Totally Innovative Motivating Exchanges. This group is exclusively for all IASAP PUNE members on WhatsApp. This group is an official group of IASAP, incorporated to allow members to chat, greet, post general jokes, messages, news or information worth improving our profession. Ladies, do enjoy the forum, share your innovative thoughts and stay connected..

JUNE ACTIVITY: Winners of STRIKE A POSE - YOGA DAY CONTEST 2022



Uma Nandedkar



Veena Bengle



Nawaz Vijaykumar



Kalpana Shetty



Suchita Kadam



Shanta Mohan



When you perform yoga,
you establish a connect between
your body and mind and become
more aware of yourself.

Happy
Yoga Day



IASAP - BEST PRACTICES CONTEST (BPC) - Updates

The Objective of BEST PRACTICES CONTEST (BPC) is to focus on help/initiatives extended to needy women or the girl child for their betterment/empowerment. This initiative not only keeps us in line with contemporary initiatives, but it also aligns with the vision, mission and aims of IASAP India and the ASA. This is also a new challenge for us to renew our initiatives, perspectives and approach towards social service at IASAP - Pune Chapter.



1. Support to **Sakshi Jhangam** to pursue her higher education in Computer Engineering. Sponsored a laptop and annual fees. Sakshi is associated with Sunrise Candles Moleshwar <https://sunrisecandles.in/> - provides skill development and employment opportunities to underprivilege and special children.



2. Support to **Dnyaneshwari Sonawane** to pursue her school education. A brilliant child aims to pursue higher education and give back to society. Sponsored her annual fees. Dnyaneshwari is an inmate at Snehalaya Institute for Children with Cerebral Palsy and Multiple Disabilities, Wagholi. www.snehalayapune.in.



Snehalaya




3. Support to **SOFOSH** at Sassoon Hospital, Pune. SOFOSH - <http://www.sofosh.org/> is a child-care institute providing shelter, care, education and renders all possible support for parents who are interested in adoption. IASAP Committee members gifted the tiny tots with comforters and bedsheets. To express their gratitude to the many benefactors, IASAP Pune gifted them hand-painted greetings cards made by our very own members Veena Bengle, Saroj Paranjape and Gracy D'souza.



Thank you, dear members, for making a difference through your compassion and generosity. For more details regarding the projects contact the Managing Committee.



Of academic excellence and failures, the life of kottist well elaborated 

When I returned home with the SSLC-failed result, I found my father waiting at home. I was ready to take some rebukes but surprisingly, irrespective of the result, father was more concerned what I should do next. "Go to Muruga Typewriting Institute in the town. I have already registered your name there", he said. "Whether you pass or fail in SSLC, your only option is Stenography". That was the message. The situation was more or less similar in all Brahmin families down South those days and those who had the potential to become Journalists, Accountants, Professors, Lawyers or Doctors were all uniformly trained to become Stenographers. It is a different matter that their inherent qualities surfaced later and there were many cases of Stenographers becoming Chief Executives, Journalist and Engineers. But when I came to father after completing my Stenography course, I was fortunate because this time he gave me two options. "Calcutta or Mumbai; choose whichever you like", he had said. I had no idea of either Calcutta or Mumbai. Dadar, or Matunga to be precise, was the most preferred destination those days. My friends said that even if the Board of Secondary Education has failed you, Bombay would never fail you. It is believed that whoever lands at the abode of Goddess Mahalakshmi would definitely get placement somewhere. When I was contemplating on the possibility of going to Bombay, something quite unbelievable happened. A well-wisher from Calcutta had said that he was prepared to provide me a shelter. That settled the issue and I landed at Howrah station one fine evening. Years later, I realized that Rasogulla tasted more delicious than Mumbai's Vada Pav, Ma Kali was equally generous as Mahalakshmi and tram-ride was more peaceful than 9 o'clock fast from Kalyan.



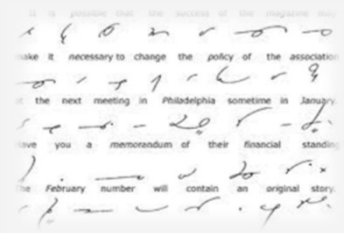
Coming back to our central question, Stenography, I must say that it is used not only as a means but an end in itself. There were many who used Stenography as a ladder, climbed up and occupied high position of power. There were also others who became Stenographer par excellence and stuck to its profession just for the love of it. That reminds me of a candidate, Ramakrishnan. When the interviewer asked him what his higher aim was, prompt came his reply: "120/60". When the puzzled interviewer asked him to explain, our man replied: "It is my life's ambition to write Shorthand at 120 words per minute and Typewriting at 60 words per minute". Observing the man's obsession with his profession, he was readily offered the job. But Ramakrishnan was not alone. There were many like Ramakrishnan's caliber in South India and most of the advertisements in national dailies appeared like: "Wanted Stenographer, preferably South Indians..." "What exactly is Stenography?" Some of the present IT professionals might ask. Stenography can be defined as an art of converting speech into strokes, dots and dashes and transcribing them in good typed order. It was Sir Isaac Pitman (1813-1897) who invented the system of Shorthand. Perhaps, he would never have dreamt that far and far away from his land of England, there would be innumerable South Indians to perfect this art and perform it successfully in the corporate world. One can never under-estimate the power of a Stenographer. This is evident from an instance where the Stenographer even over-ruled a Supreme Court Judgement. The judge convicted an accused and pronounced his judgement thus: "Hang him; not leave him". But the Stenographer at the Court did not agree with the judgement, and he typed: "Hang him not, leave him". The clever usage of coma by the Stenographer saved the life of a human.



Continued....



Stenography may have flourished in Calcutta or Bombay but it was Madras which provided a foundation to it. Madras had the unique distinction of fulfilling the 80% of Stenographic requirements of the country, followed by Palakkad and other towns of Kerala. The Stenographers' Guild at T. Nagar at Madras is a living testimony to the dedication shown by Stenographers. The hall always used to reverberate with speeches of great leaders being dictated to students at varying speed. The sound emanated from the Typewriters there was music to the ears of all. The Stenographer's Guild at T. Nagar continued to give quality education to all the aspiring students. Few years before, the Guild organized a grand function to mark the 107th death anniversary of Pitman, the Creator of Shorthand and invited his great grandson, Mr. Christopher Miller to preside over the function. Mr. Miller was too willing to oblige, and he came all the way from England to Madras, the land of Shorthand lovers. "It is an extra ordinary situation in India" Mr. Miller said addressing the gathering. "While in England, the birth-place of Pitman, most people have forgotten him and his invention, it is rejuvenating to note that far from England, here in South India, there are people who continue to patronize Pitman passionately and keep his memories and works alive", he added. It is a different matter that even Mr. Miller did not learn Shorthand and is actively engaged in stock-broking business now. The Stenographer's Guild had all the qualifications to be declared as a Deemed University but then the tragedy occurred. The IT Tsunami came and swept away all Stenographers. While some notable Stenographers who participated even in major decision-making of the company quietly withdrew from the scene, some others threw away their note-book and pencil and opted for mouse. When the young professionals, carrying a bundle on their back, came to the centre stage and indulged in mysterious applications like Java and Oracle, the Stenographers have become the endangered species. But Stenography not a dying art. It is at the base of all professions. The act of dictation and transcribing takes place in some form or other. In retrospect, I thank my father who guided me to Muruga Institute of Typewriting that day; the decision which made my career very satisfying. I also thank Lord Ganesha, the first Stenographer, who took down what Veda Vyasa dictated and presented to the posterity an invaluable treatise called: Mahabharatam.



This Grand Post is a testimony to Stenographers.

What is Stress:

One Golgappa in mouth..
One Golgappa in hand..
One Golgappa ready in your katori....
and....
One Golgappa ready in hand of the Golgappewala...
waiting for you to finish!
If you can manage this stress
without any Golgappa breaking
or the
pani spilling
or you choking in your throat,
you are good enough to manage any kind
of stress in life!!!! 😊😊😊

On a lighter note...
Humor in management 👍

Shared by Irene Gonsalves



Shared by Annabella Salis



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HAPPY BIRTHDAY



Meena Kapoor	3/Jul
Supriya Panchal	3/Jul
Muriel Christy	4/Jul
Elizabeth Fernandes	8/Jul
Geeta Rao	8/Jul
Zeeba Irani	8/Jul
Gracy D'souza	9/Jul
Suchitra Gokhale	9/Jul
Hetal Negandhi	11/Jul
Monica Mangal	15/Jul
Shanta Mohan	15/Jul
Sandra Rebello	16/Jul
Elizabeth Daniel	19/Jul
Anita Martyres	22/Jul
Cynthia Sangale	31/Jul
Pushpa Gonal	31/Jul

Joanet Lobo	2/Aug
Anita Nair	3/Aug
Sita Muralidharan	6/Aug
Marie Menezes	8/Aug
Maria Sequeira	9/Aug
Nirmala Rawat	13/Aug
Juhi Sadhwani	15/Aug
Tesie Mony	16/Aug
Helen Netto	18/Aug
Saroj Paranjape	20/Aug
Preety Vaz	24/Aug
Kamla Ramanathan	25/Aug

Geeta Sadhwani	1/Sep
Shernaz Kutar	2/Sep
Ratika Khenat	6/Sep
Aparna Deshpande	7/Sep
Preeta Venugopal	9/Sep
Vrishali Dalvi	11/Sep
Lakshmi Narayan	15/Sep
Angelica Valentine	16/Sep
Padmaja Avachat	21/Sep
Bella Lemos	21/Sep
Surekha Deshpande	22/Sep
Ashwini Agnihotri	25/Sep
Nawaz Vijaykumar	25/Sep

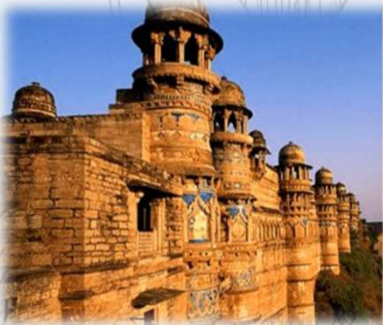


follow
your
dreams



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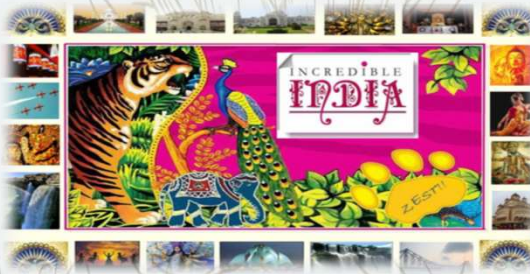
April to
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2022



“
India feels like
some kind of
special creature with
one foot in the
history and one firmly
in the future.
”
MAJOR LAZER



Monuments



Yoga and Spirituality

*"India — The land of Vedas,
the remarkable works contain not only religious
ideas for a perfect life, but also facts
which science has proved true. Electricity, radium,
electronics, airship, all were known to the seers
who founded the Vedas."*

— Ella Wheeler Wilcox



Cuisine



Art and Culture



Nature and Wildlife

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