

A
Report
On
Personality Development Program

From

Oct 21 ,2024 - Oct 26,2024

Organized by

Training and Placement Department

Shri Guru Ram Rai University

by

Naandi Foundation

Personality Development Program Notice

Oct 15, 2024

**Training and Placement Cell
Soft Skill Training Program
Organized by Training & Placement cell
Supported by Nandi foundation**

NOTICE

This is to inform that we are starting PDP batches from Oct 21,2024 for interview preparation of students. The classes will be conducted for Six days from 10.00 am to 5.00 pm. This program is for all school students and for all batches.

We need the following details

- 1. Student Name**
- 2. Branch**
- 3. Adhaar card No.**
- 4. Contact No.**
- 5. Email Id**
- 6. Date of Birth**

Interested students can register on the link below:

https://docs.google.com/forms/d/e/1FAIpQLSdQfaTMg96aP2Q9eQvaexhHIWMkgmc_QdHSypskRmXUzKgHAw/viewform?usp=pp_url

The Mahindra Pride Classroom aims to help students to:

- Develop an identity and improve their self-esteem.
- Manage emotions and overcome obstacles.
- Build relationships and polish their interpersonal skills.
- Enhance and improve employability skills.
- Improve personal and professional effectiveness

What does the Mahindra Pride Classroom programme consist of?

- Life Skills - compassion, respect, gratitude, being a responsible global citizen
- Soft Skills - grooming, body language, teamwork, time management, social manners, etc.
- Communication Skills - functional English and the ability to express themselves clearly in the local language
- Presentation Skills - speaking clearly, coherently and confidently.
- Interview Skills - resume preparation, interview questions, mock interviews

The colleges will source the students for the training program by providing necessary filters to select deserving students.



- a.) They will be grouped into batches of maximum 50.
- b.) The students will be trained on the skills suggested in the plan accordingly.
- c.) After the session a post assessment test will be conducted
- d.) Trainers will be deployed by Mahindra Pride Classroom depending on the number of batches.
- e.) Naandi will conduct '*Train the Trainers*' before the start of the program.
- f.) Distance tracking reports and daily attendance will be administered.
- g.) Classes shall be conducted within the premises either in class rooms or in the Soft Skills lab.

h.) For English sessions, Naandi Foundation shall use the Language lab and the Computer lab available in the college.

i.) Project should be completed just before the placement drive starts for effective results.

j.) Mahindra Pride Classrooms **shall not charge any fee** for the program since it is part of the CSR program of the Mahindra and Mahindra Group.

k.) Mahindra Pride Classroom will provide training certificates to the candidates.

				
Framework for 40 hours - Offline Sessions				
Program Goal	1. To help students overcome their fear of speaking in English			
	2. To instill confidence in students and make them socially aware and responsible citizens			
	3.To equip learners with the necessary skills and knowledge required to enhance their employability and succeed in the job force			
	4. To increase students employability quotient			
Day	Sl.No.	Session Title	Duration	Skill
1	1	I am Unique	2 hrs	Life Skill
	2	Body Language& Professional grooming	2 hrs	Soft Skill
	3	Model to Mould	2 hrs	Interview Skill
2	4	English - Language for Career	2 hrs	Communication Skill
	5	Digital Identity	2 hrs	Life Skill
	6	My favorite Teacher!	2 hrs	Soft Skill
3	7	Creating a PPT	2 hrs	Soft Skill
	8	Group Discussion	2 hrs	Interview Skill
	9	Embracing Change	2 hrs	Life Skill
4	10	Art of Speaking	2 hrs	Soft Skill
	11	Creativity & Innovation	2 hrs	Life Skill
	12	Problem Solving	2 hrs	Life Skill
5	13	PPT Presentation	2 hrs	Presentation Skill
	14	Handling workplace conflict	2 hrs	Life Skill
	15	Emotional Intelligence	2 hrs	Soft Skill
5 days 20 Sessions 40hours				

In Life Skills training, following topics are covered:

1. Organizational Structure
2. Public Speaking
3. Presentation Skills
4. E-mail Etiquette
5. Grooming
6. Group Discussion
7. Personal Interview
8. Assessment will be conducted on Group Discussion and Personal Interview.

There is no fee for this training program.

For any queries , you are requested to contact undersigned.

Thanks and Best Regards
Dr. Manisha Maiduly
Associate Professor - SMCS

Glimpse of Personality Development Program

