

Notice No. 345 / Dt. 29-02-24 /

Employability Skill Training Programme for *Girl Students* of 2nd year & 3rd year of this institution is going to be conducted from 11.03.2024 to 16.03.2024 as per the module attached, by **Naandi Foundation- Mahindra Pride Classrooms** in the Smart Classroom of this institution. Interested final year Boy Students may attend the training, however they won't get any course completion certificate.

Framework for 36 hours - Offline Sessions

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|---|---|---------------------------------------|----------|------------------------------|
| Programme Goal | 1. To help students overcome their fear of speaking in English | | | |
| | 2. To instil 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 | English - Language for Career | 2 hrs | Communication Skill |
| 2 | 4 | Art of Speaking | 2 hrs | Interview Skill |
| | 5 | Goal setting & Time Management | 2 hrs | Soft Skill |
| | 6 | Job Opportunity | 2 hrs | Interview Skill |
| 3 | 7 | Interview Preparation 1 | 2 hrs | Interview Skill |
| | 8 | Professional Communication | 2 hrs | Communication Skill |
| | 9 | Acing a Group Discussion | 2 hrs | Interview Skill |
| 4 | 10 | Professional Ethics | 2 hrs | Soft Skill |
| | 11 | Critical Thinking | 2 hrs | Life Skill |
| | 12 | Presenting a Project | 2 hrs | Soft Skill |
| 5 | 13 | Interview Preparation 2 | 2 hrs | Life Skill - Interview skill |
| | 14 | Group Presentation | 2 hrs | Presentation Skill |
| | 15 | Digital Identity | 2 hrs | Life Skill |
| 6 | 16 | Art of Speaking - Assessment | 2 hrs | Interview Skill |
| | 17 | Problem solving | 2 hrs | Soft Skill |
| | 18 | Money Management | 2 hrs | Soft Skill |
| 6 days 18 Sessions 36hours | | | | |


 Principal
 Govt. Polytechnic Koraput

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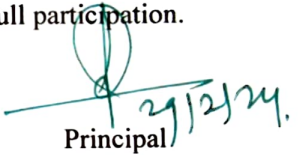
Memo no.: 346 Date: 29-02-2024

Copy to Institution Notice Board / Hostel notice board (Both Boys' and Girls') / Institution website for information of students.


Principal
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Memo no.: 347 Date: 29-02-2024

Copy to OIC Smart Classroom for information and necessary action, HODs (Electrical/ Civil/ Mechanical), they are requested to circulate above information among their branch students to ensure full participation.


Principal
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