



V.V.COLLEGE OF SCIENCE & TECHNOLOGY
(AFFILIATED TO UNIVERSITY OF CALICUT)
Chullimada,Kanjikode - 678621

COMMUNICATION SKILL TRAINING
SOFT SKILL

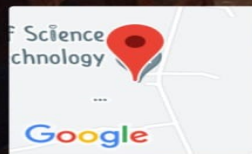
(Annual Report 2021-2022)

SELF MANAGEMENT/ SELF AWARENESS / SELF REGULATION - 14/10/2021

“You cannot continuously improve interdependent systems and processes until you progressively perfect interdependent, interpersonal relationships.” – Stephen Covey

Soft skill training was conducted on Self Management, Self Awareness and Self Regulation by **Dr. P RAMACHANDRAN** ,Trainer,SGECT,Pune on 14th October,2021-10.30AM .

Total of 150 students participated In the training. He highlighted why learning self-awareness is critical and how it relates to our personal and professional lives and enact everyday strategies to build self-awareness within yourself. He motivated students to generate ways they can modify the strategy project for their own use in order to create a lasting impact on how their students approach learning and also Should engage in some amount of direct instruction, teaching students what good self management looks like in terms of desirable behaviors and useful strategies for managing their time, workload, behavior, and emotions. Students must also have opportunities to practice their self-management skills with instructor support and to receive feedback on their performance. It was an interactive session with activities.



Kanjikode, Kerala, India
RQ7P+P5V, Kanjikode, Kerala 678621, India
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14/10/21 11:51 AM



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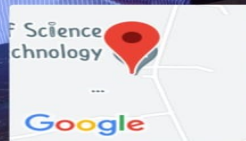
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SOCIAL INFLUENCE OF THINKING / PERSUASION CONFORMITY / PREJUDICES - 12/11/2021

“Not every innovation in transportation is going to come from government or even a large enterprise. There are smart people out there with tools and skills to come up with great ideas.”

- *Anthony Foxx*

Soft skill training was conducted on Social Influence of thinking, Persuasion Conformity and Prejudices by **Ms. GIRIJA PRASAD**, Trainer, SGECT, Pune on 12th November, 2021-11.30AM. Total of 165 students participated in the training. She expressed in her talk how social influence interferes with critical thinking in a blended learning environment and to what extent student engagement and the promotion of critical thinking skills can moderate against social influence and also she expressed in her talks the reduction of negative attitudes toward one group and also the reduction of related phenomena like stereotyping, discrimination, intolerance, and negative emotions toward another group. In her talks she cultivate students' intellectual curiosity and their capacity for critical analysis and interdisciplinary thought, while also supporting them as they acclimate to college-level learning. She interacted with the students and appreciated their views. This session has got good response as many participants have asked the doubts & also got satisfactory answers for the same. The programme wrapped up around 1 PM



Kanjikode, Kerala, India
RQ7P+P5V, Kanjikode, Kerala 678621, India
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TIME MANAGEMENT SKILLS & SELF AWARENESS - 10/12/2021

"It is not the strongest or most intelligent who will survive but those who can best manage change." – Charles Darwin

Soft skill training was conducted on Time Management Skills & Self Awareness by **Ms.SHEEJA R**,Trainer,SGECT,Pune on 10th December,2021-11.00 AM .Total of 145 students participated in the training. She highlighted upon the importance of Time Management and ways to manage them exemplifying the best practices for prioritizing task, overcoming procrastination, improving your concentration and dealing with frequent distractions.

This session has got good response as many students have asked the doubts & also got satisfactory answers for the same. The training session ended up around 12.30 PM.





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EVERY DAY ENGLISH / ENGLISH FOR PRESENTATION / ENGLISH FOR EMAILS / E-RESUME - 14/ 01/2022

“Peace is not the absence of conflict but the ability to cope with it.” – Mahatma Gandhi

Soft skill training was conducted on every day English, English for presentation, English for Emails & E-Resume by **Ms.SURABHILA**, Trainer, SGET, Pune on 14th January, 2022-10.00 AM. Total of 180 students participated in the training. She discussed to develop competence in using plain English for effective and clear communication to write an effective speech or presentation to speak effectively to any size group of listeners, in a believable and credible way to be more confident by overcoming fear and nervousness. During her talk she makes aware of the discourse markers and functional language structures necessary in business writing. Participants will be guided on clarity in speech, voice projection and confidence building. She helped the students to understand do's and don'ts in a Resume. In addition to this, different sections of a resume that one needs to format and types of format were discussed.

This session has got good response as many students have asked the doubts & also got satisfactory answers for the same. The training session ended up around 11.30 AM.





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COUNSELING IN SPECIAL SETTINGS (Child,School,Family, Career & Life Long Diseases) - 28/ 01/2022

"People who wish to go into the future should have two skills to succeed – the ability to deal with people and the ability to sell." – Shiv Khera

Soft skill training was conducted on COUNSELING IN SPECIAL SETTINGS (Child,School,Family, Career & Life Long Diseases) by **Ms.MEERA M NAIR** ,Trainer,SGECT,Pune on 28th January,2022-10.30 AM .Total of 165 students participated in the training. She motivated students to be self managed and to manage time effectively so as to participate in extracurricular activities while keeping their grades on the higher side. She inspired students to stay focused on their goals and to never stop learning. She also laid stress on the right combination of subjects as per their aptitude which should be reflected in their academic performance She suggested many such life style constructive changes that can make one brighter and more successful to tackle life long diseases. By giving many examples, She encouraged the students to innovate, learn and Inculcate a thinking process. she urged students to set goals for success.

Overall, the session was very informative and the students were very happy to listen to her. The training session ended up around 12.00 PM.





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VENN DIAGRAM / BAR DIAGRAM / PIE DIAGRAM / PROBABILITY - 11/ 02/ 2022

“Take advantage of every opportunity to practice your communication skills so that when important occasions arise, you will have the gift, the style, the sharpness, the clarity, and the emotions to affect other people.” – Jim Rohn

Soft skill training was conducted on Venn Diagram, Bar Diagram, Pie Diagram & Probability by **Ms.PRASEEJA T**, Trainer, SGECT, Pune on 11th Febuary, 2022-2.00 PM. Total of 145 students participated in the training. She after explaining the purpose of the exercise to participants (objectives) and asked the participants to list the various institutions, individuals, and groups they want to analyze – encouraged them to then write and/or depict them on small cards. Have them place the cards on one of the aspects being studied (such as perceived importance of the institutions, in descending order). She highlighted in her views that every adult person should be able to effectively process the large amounts of information encountered every day. Such information is frequently presented in graphical form with, for example, businesses, government, and the news media, all utilizing graphs to display information.

Overall, the session was very informative and the students were very happy to listen to her. The training session ended up around 3.15 PM.





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TYPES OF COMMUNICATION (VERBAL, NON VERBAL & ELECTRONIC COMMUNICATION) - 04/ 03/ 2022

“Things you don't expect come up, and you have to adapt. You can't let it throw you off. You have to cope. Those are all really valuable skills, in life and racing.”- *Harvey Mackay*

Soft skill training was conducted on Types of Communication by **Ms.SOUMYA** Trainer,SGECT,Pune on 4th March,2022-11.00 PM .Total of 175 students participated in the training.

She elaborated on the importance of Communication, especially official communication at the workplace. She further elaborated on communication being a systematic and continuous process of learning and mutual understanding. She concluded that official communication is a two-fold process, including Communication through letters, Requests, Memorandums, Circulars, Emails from Departmental heads to subordinates, Meetings, etc. and hence it being pertinent to learn the basic communication skills.

She emphasizing on the importance for every human being to develop effective communication skills: written, oral and non-verbal; as the amalgamation of it all is the basis of growth and development

Overall, the session was very informative and the students were very happy to listen to her. The training session ended up around 12.00 PM.

