



Department of Training & Placement

1.2.2 Add-On Course 2016 – 2017

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DEPARTMENT OF TRAINING AND PLACEMENT

ACADEMIC YEAR 2016-2017

ADD ON PROGRAM REPORT

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL SECOND YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 471

NAME OF THE RESOURCE PERSON: SOFT SKILLS – Mr.K.SUDHAKAR & Mr.B.SURESHBABU

The department of training and placement is conducting Soft skills and Aptitude training sessions as a separate Certificate Program along with the regular academic schedules of every semester for all the students of II, III and IV Year. The aim of the program is to enhance the students' potential to match with the industry requirements in interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, analytical abilities and etc. A separate syllabus and course plan is prepared and distributed branch wise for both ODD and EVEN semester.

For the Academic year 2016-2017 Soft skills sessions were handled as per the syllabus framed by the T&P department. Thirty hours of training material to the II, III and final year students are well prepared to enrich the students' potential on communication skills, interpersonal ability, problem solving skills and analytical ability. Intensive class room activities and home work are given to improve the students' employability skills.

ASSESSMENT PROCEDURE

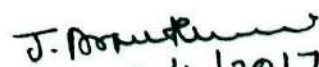
- Frequent Assessment tests are conducted on communication skills, body language and interview skills
- Mock Interview and Group discussion are conducted for the final year students
- Quantitative aptitude test conducted on various topics data interpretation, percentage, number series, arithmetic aptitude, profit and loss, simple and compound interest and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.


VP/HEAD-T&P


20/4/2017
PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFT SKILLS – II YEAR (Fourth Semester)

1. **Communication Skills Verbal - Oral Communication & Written Communication** (3)
 Listening, Reading, Speaking, Writing, Letter Writing, Resume' Building, Tips on improved Written Communication
Work up Exercise – Speak Out five lines about the person who inspired you, Test your hand writing
2. **Body Language** (3)
 Body talk – Forms of body language- Parts of Body Language – Types of Body language – Improving your body Language – Gestures and Body movement
Work up Exercise – Interpreting Body Language
3. **Priority Management & Time Management** (3)
Class Participation – List your priorities in life
Time Management - Availability of time – “Time” Resource -Become a Time Manager – resolve conflict between Urgent tasks & important tasks.
Work Up Exercise – Calculation of your one day routine- How you spend & How to spend
4. **Group Discussions** (3)
 Need & Scope- Characters tested in a GD- Tips on GD – Types of GD – Skills required in a GD- Behavior in GD- Essential elements – GD Etiquette – Non verbal communication in a GD
Work up Exercise – Group Discussion

Text Book: Soft Skills – Know yourself and the world – Dr.K.Alex- S.chand & Co. Ltd

[Signature]
 B. Rm
 15/11/2016
STAFF INCHARGE

[Signature]

[Signature]
 15/11/2016
VP/HEAD(T&P)



SYLLABUS SOFTSKILLS - II YEAR (Third Semester)

Introduction to soft skills & hard skills

Need for Soft Skills – Employability Skills – Need for Observation – Positive Attitude. 4

Break the ice berg – FEAR

Overcoming Fear 5 Life changing keys to overcome FEAR – Anglophobias. 4

Self Development – Etiquette & Manners

Become a Learner Cycle – Process of managing self

Etiquette – Classification of Etiquette – Personal, Business, Social, Dinner, Interview, Telephone interview, professional, work. 6

Manners – Exerscise good manners, manners at wheel, in flight, professional manners & Social Manners.

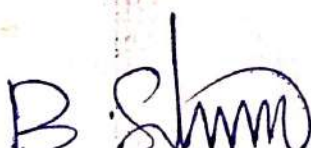
Resume Building

Difference between Bio – data, CV, Resume – CV writing tips – Dos & Don'ts in CV writing – Designs of CV – Content, Sequence – Electronic CV tips – Cover letter – CV samples. 6

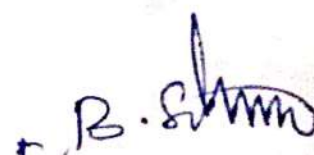
Book for Reference:

Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

I Just Love my Job – Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto
Library


STAFF INCHARGE

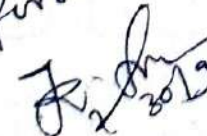



HOD

Attendance and Assessment Record

Name of the Staff : K. Subramaniam Dept T&E
 Name of the Subject : Soft skills Code _____
 Branch : II Civil 'A'
 Semester : III Year II
 Date of Commencement : 01/02/16 Last Working Day 22/06/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	07	06	30%	 6/3/16
End of the Second Month	08	05	25%	 31/3/16
End of the Third Month	05	06	100%	 10/4/16
End of the Fourth Month				

Portions Covered

 2/3/16

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	04	05	11	18	20	25	27	01	03	08
			07	07	07	07	07	07	07	08	08	08
			6	2	6	5	2	25	2	6	2	6
1	ABARNA	-K	/	/	/	/	/	/	/	/	/	/
2	AISWARYA	-A	/	/	/	/	/	/	/	/	/	/
3	AJAY KRISHNA	-U	/	R	a	/	/	/	/	/	/	/
4	AJITH	-S	/	/	a	a	/	a	/	/	/	a
5	AJITH KUMAR	-M	/	A	a	/	/	/	/	/	/	/
6	AKILAN	-J	/	/	/	/	/	OD	/	A	a	/
7	AMAR SELVAN	-S	/	M	/	/	/	OD	/	S	/	/
8	ANURUTHRA	-Y	/	/	/	/	/	/	/	S	/	/
9	ANUSHIYA	-A	a	J	/	/	/	/	a	T	/	/
10	ANUSREE	-T	/	/	/	/	/	/	a	/	/	/
11	ARAVINDHAN	-A	/	A	a	/	/	/	OD	/	T	/
12	AROCKIA SUSAIRAJ	-S	a	/	a	a	/	/	/	a	E	/
13	ARTHI	-A	/	N	/	/	/	/	OD	a	S	/
14	ARUN	-R	/	/	a	a	/	/	a	/	T	/
15	ARUNKUMAR	-G	/	H	a	/	/	/	a	/	/	/
16	ASHWIN	-S.T	/	O	a	/	/	/	a	/	/	/
17	ASWINI	-R	/	L	/	/	/	/	a	/	/	/
18	ATCHAYA	-A	/	/	/	/	/	/	/	/	/	/
19	BALACHANDAR	-K	/	D	/	/	/	/	/	/	/	/
20	BALAMURUGAN	-S	a	A	a	/	/	/	/	a	/	a
21	BACASUBRAMANIAM	-A.G	/	Y	a	/	/	/	/	/	/	/
22	BARCUNAESHWARAN	-P	/	S	/	/	/	/	/	a	/	/
23	BHUVANESHWARI	-R	/	/	a	/	/	/	/	/	/	/
24	DHANALAKSHMI	-A	/	/	/	/	/	/	/	/	/	/
25	DHINYA PRIYA	-D	/	/	/	/	/	5	/	/	/	/

Roll No.	10	24	31	12	19	20	28	21	21
	08	08	08	09	09	09	09	09	09
	2	2	2	5	5	1	5	2	6
1	/	/	/	/	/	/	/	/	00
2	/	/	/	/	/	/	/	/	/
3	/	/	/	a	/	/	/	/	/
4	/	/	/	/	/	/	/	/	a
5	/	a	a	/	/	/	/	/	a
6	/	a	/	/	/	/	/	/	/
7	/	/	/	/	/	/	/	00	a
8	/	/	/	a	/	/	/	/	/
9	/	/	/	/	/	/	/	/	/
10	/	/	/	/	/	/	/	/	/
11	/	/	/	/	/	/	/	/	/
12	/	/	/	a	/	/	/	a	a
13	/	/	/	/	/	/	/	/	/
14	a	/	a	/	/	/	/	a	a
15	/	/	a	a	/	/	/	/	a
16	/	/	a	/	/	/	/	/	/
17	/	/	/	/	/	/	/	/	/
18	/	/	/	/	/	/	/	/	/
19	/	/	/	/	/	/	/	/	/
20	/	/	/	a	/	/	/	/	a
21	/	/	/	a	a	/	/	/	/
22	/	/	/	a	/	/	/	/	/
23	/	/	/	/	/	/	/	/	/
24	/	/	/	a	/	/	/	/	/
25	/	/	/	/	/	/	/	/	/

Attendance Particulars													
Roll No.	Name	Date	04	05	11	18	20	25	27	01	03	05	
		Month	07	07	07	07	07	07	07	08	08	08	
		Period	6	2	6	5	2	6	2	6	2	6	
26	EZHIL MANICKAM B.R.		/	a	/	/	/	/	/	/	/	/	
27	EZHIL RAJ R		/	a	a	/	/	/	/	/	/	/	
28	GANESH ADHITHYA K		/	R	a	/	/	/	oo	/	/	/	
29	GIRIPRASATH D		/	A	a	a	/	a	a	/	/	/	
30	GOPINATH M		/	M	a	/	/	/	/	/	/	/	
31	GOWTHAM T.S.		a	J	a	/	/	a	a	/	A	/	
32	HARI HARAN J		/	A	/	/	/	oo	a	/	S	/	
33	HUMAIRA JASIM M.R.		/	N	/	/	/	/	/	/	S	/	
34	ISHWARIYA E		/	/	a	/	/	/	/	/	T	/	
35	ISWARYA C		a	H	/	/	/	/	/	/	/	/	
36	JAMES MAHAJAN S		/	/	a	/	/	/	/	a	T	/	
37	JANSIRANI M		/	O	/	/	/	/	/	/	E	/	
38	JAYALAKSHMI C		/	/	/	/	/	/	/	/	S	/	
39	JAYA PRAKASH R		/	L	a	/	/	/	/	/	T	/	
40	JOHN G		/	/	a	/	/	a	/	/	/	/	
41	KALAI SURYA K		/	/	a	/	/	oo	a	/	/	a	
42	KALITHASAN P		a	/	/	/	/	/	a	/	/	a	
43	KAMALA KEERTHANA T		/	D	/	/	/	/	/	/	/	/	
44	KANNAN S		/	/	a	/	/	/	a	a	/	a	
45	KARTHI R		a	A	a	a	a	/	/	a	/	/	
46	KRISHNA DASAN M		/	/	a	/	/	/	/	a	/	/	
47	MADHUMATHI B		/	Y	/	/	/	/	/	/	/	a	
48	MANIKANDAN D		a	/	a	a	a	a	a	a	/	a	
49	MOHAMED HALITH T		a	S	/	/	/	/	/	a	/	a	
50	MOHAMED HUSSAIN R		/	a	/	/	/	/	/	a	/	/	

Roll No.	10	11	12	19	00	20	21	21	
	08	08	08	09	09	09	09	9	
	2	2	2	6	6	1	5	2	6
26	/	/	/	/	/	/	/	/	/
27	/	a	a	a	/	/	/	/	a
28	/	/	/	a	/	/	/	/	/
29	/	a	a	a	/	/	/	a	/
30	/	/	/	/	/	/	/	/	/
31	/	/	/	/	/	/	oo	oo	/
32	/	/	/	/	/	/	oo	oo	/
33	/	/	/	/	/	/	/	/	/
34	/	/	/	/	/	/	/	/	/
35	/	/	/	/	/	/	/	/	/
36	/	/	/	a	a	a	a	a	a
37	/	/	/	a	/	/	/	/	/
38	/	/	/	a	/	/	/	/	/
39	/	/	/	/	/	/	/	/	/
40	/	/	/	a	/	/	/	/	oo
41	/	/	/	a	a	a	/	oo	oo
42	/	/	/	a	/	/	a	a	/
43	/	/	/	/	/	/	/	/	/
44	/	/	/	a	a	a	a	/	/
45	/	/	/	a	a	/	/	/	/
46	/	/	/	a	/	/	/	/	/
47	/	/	/	/	/	/	/	/	/
48	/	/	/	a	/	/	/	/	/
49	oo	a	/	a	/	/	/	/	/
50	/	/	/	/	/	/	/	/	/

Attendance Particulars													
Roll No.	Name	Date	04	05	11	18	20	25	27	01	03	08	
		Month	07	07	07	07	07	07	07	08	08	08	
		Period	6	2	6	5	2	6	2	6	2	6	
51	MOHAMED IRFAN	H	a	R	a	/	/	/	/	a	/	a	
52	MOHAMED SHAKEER	A	a	A	a	/	a	a	a	a	/	a	
53	MULLESWARAN	M	/	M	a	/	/	/	/	/	/	/	
54	MUTHUKRISHNAN	M	/	J	a	a	a	a	a	a	A	a	
55	NEKA	A	/	A	/	/	/	/	/	/	S	/	
56	NIKITTA	C	/	N	/	/	/	/	/	/	S	/	
57	JAYABHARATHI	B	/	H	/	a	/	/	/	/	T	/	
58	MUTHU		a	O	a	/	/	a	a	/	T	/	
59	RAJUL	V	a	L	/	/	/	/	a	/	E	/	
60	SWARAJANI	S	-	/	/	/	/	/	/	/	S	/	
61	VINESH	D	-	D	a	a	/	a	a	a	T	a	
62	VIGNANESWARAN	S	-	A	/	/	/	/	/	/	2	/	
63	SAMEERUDEEN	S	-	Y	a	/	/	/	/	/	/	/	
64			-	S	/	/	/	/	/	/	/	/	
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	46	-	29	54	59	53	48	63	-	50	
		Absent	13	-	33	10	05	11	10	19	-	13	
		Staff Signature	[Signatures]										

Roll No.	10	24	31	12	19	20	20	21	21	
	08	5	8	9	9	09	09	09	09	
	2	2	2	6	6	1	5	2	6	
51	/	a	/	a	/	/	/	/	a	
52	a	a	a	a	/	a	a	a	a	
53	/	/	a	a	/	/	/	/	/	
54	a	/	/	a	/	a	a	/	a	
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56	/	/	/	/	/	/	/	00	/	
57	/	/	/	/	/	/	/	/	/	
58	/	/	/	/	/	/	/	/	/	
59	/	/	/	/	/	/	/	/	/	
60	/	/	/	a	/	/	/	/	/	
61	/	/	/	/	/	/	/	/	/	
62	/	/	/	/	/	a	a	a	a	
63	/	/	/	a	/	a	a	a	a	
64	/	/	/	/	/	/	/	/	/	
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
Pr	60	52	52	52	59	57	56	52	52	
Ab	04	07	13	08	06	07	06	06	06	
Sig.	[Signatures]									

Attendance and Assessment Record

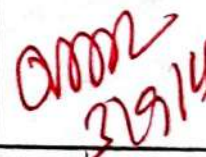
Name of the Staff : K. Sudhakar Dept T & P

Name of the Subject : Soft Skills Code _____

Branch : II Civil 'B'

Semester : III Year II

Date of Commencement : 01/07/15 Last Working Day 22/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	08	06	75%	 06/07/15
End of the Second Month	08	06	30%	 30/07/15
End of the Third Month	07	07	100%	 10/08/15
End of the Fourth Month				

Portions covered
K. Sudhakar
30/09

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	06	07	13	14	20	21	27	02	04	10
		Month	07	07	07	07	07	07	07	08	08	08
		Period	3	5	5	5	3	5	3	3	5	3
1	Nirmal Deeds . P		↑	/	/	a	/	/	/		/	/
2	Nithya . C . G		R	/	/	/	/	/	/		/	/
3	Parameshwaran . D		A	/	/	a	/	/	/		/	/
4	Parithra . K		M	/	/	/	/	/	/		/	/
5	Porchezhayan . V		J	/	a	/	a	a	/	V	/	/
6	Prasanna . G		A	/	/	/	/	/	/	A	/	/
7	Prasath . N		N	/	/	/	/	/	/	S	a	/
8	Praveen . K			/	/	/	/	/	a	S	/	a
9	Praveen Kumar . R		H	a	/	a	/	/	/	T	a	/
10	Priya . L		O	/	/	/	/	/	/		/	/
11	Ragunath . R		L	/	/	/	/	/	/	T	/	/
12	Ragupathi . M		I	/	/	/	/	/	/	E	/	/
13	Ram Kumar . M		D	/	/	/	a	a	/	S	/	/
14	Ramya Priya . G		A	/	/	/	/	/	/	T	/	/
15	Ranjith . R		Y	/	/	/	/	/	/		/	/
16	Ranjitha . K			/	/	/	a	/	/	2	/	/
17	Rasika . K			/	a	a	/	/	/	↑	/	/
18	Ravikumar . S			/	/	/	/	/	/		/	/
19	Sahana . P			/	/	/	/	/	/		/	/
20	Sambasiram . S			/	/	/	/	a	/		/	/
21	Santhosh . M . C			a	/	a	a	/	/		/	/
22	Santhesh Kumar . S			/	/	a	/	/	/		/	/
23	Saath Kumar . R			/	/	a	a	/	/		/	/
24	Saravanan . G			/	/	/	/	/	/		/	/
25	Saravanan . J			a	/	a	a	a	/		a	/

Roll No.	11	18	24	31	01	08	14	15	21	22
	08	08	08	08	09	09	09	09	09	09
	5	5	3	3	5	5	3	5	3	5
1	a	/	/	a	/	a	/	/	/	a
2	/	/	/	/	/	/	/	OD	/	/
3	/	/	/	/	/	/	/	/	/	/
4	/	/	/	/	/	/	/	/	/	/
5	/	/	a	/	a	a	/	/	/	a
6	/	a	a	/	/	a	/	OD	/	a
7	a	/	a	a	/	a	/	/	a	a
8	/	/	a	a	/	a	/	/	/	/
9	/	/	a	a	a	a	a	a	a	a
10	/	/	/	/	/	/	/	/	/	/
11	/	/	/	a	a	/	/	/	/	/
12	/	/	/	/	a	/	/	/	/	/
13	a	/	/	a	/	a	/	/	/	/
14	/	/	/	/	/	/	a	/	/	/
15	/	/	/	/	/	/	/	/	/	a
16	/	/	/	/	/	/	/	/	/	/
17	/	/	/	a	/	a	/	/	OD	/
18	/	/	/	/	a	/	/	a	a	/
19	/	/	/	/	/	a	/	OD	/	/
20	/	a	/	/	/	a	/	a	OD	/
21	/	/	a	a	/	/	/	a	a	a
22	/	a	/	a	/	a	OD	OD	a	OD
23	/	/	/	/	/	/	/	/	/	/
24	/	/	/	/	a	a	/	/	/	/
25	a	/	a	a	a	a	/	/	a	a

Attendance Particulars

Roll No.	Name	Date	06	07	13	14	20	21	27	03	04	10
		Month	07	07	07	07	07	7	7	08	08	08
		Period	3	5	3	5	3	5	3	3	5	3
26	Sagaravan. T		↑	a	/	a	/	/	/	↓	/	/
27	Sathya. k		R	/	/	/	/	/	/	↓	/	/
28	Sathya Priya. v		A	/	/	/	/	/	/	A	/	/
29	Sathya Raj. R		M	/	/	/	/	/	/	S	/	/
30	Sathya Seelan. G		J	/	/	/	a	/	/	S	/	/
31	Shalini devi. P		A	/	/	/	/	/	/	T	/	/
32	Shanthini. A		N	/	/	/	/	/	/		/	/
33	Sirajul Firthousi. M			a	/	/	/	/	/	T	/	a
34	Sugapriya. B		H	/	/	/	/	/	/	E	/	/
35	Susuthi. R		O	/	/	/	/	/	/	S	/	a
36	Swaya Kumar. K		L	/	/	/	/	/	/	T	/	/
37	Suretha. P. S.		/	/	/	/	/	/	/	2	/	/
38	Tamil Elakkiya. R		D	/	/	/	/	/	/		/	/
39	Tamil Kani. K		A	/	/	/	/	/	/		/	/
40	Tamil mani. k		/	/	/	/	/	/	/		/	/
41	Vasanth. S		/	/	/	/	/	/	/		/	/
42	Vasantha Kumar. v		/	a	/	/	/	/	/		/	/
43	Veera Selvan. N		/	a	/	/	/	/	/		a	/
44	Venkatesan. M		/	a	/	/	/	/	/		o	/
45	Venkateshwaran. M		/	/	/	a	/	/	/		/	/
46	Vidhiya Sagar. B		/	/	/	/	/	/	/	a	/	/
47	Vignesh. M		/	/	/	/	/	/	/	/	/	/
48	Vignesh Kumar. R		/	a	o	a	/	/	/	/	/	/
49	Vinoliya. P		↓	/	/	/	a	a	/	/	/	/
50	Vinoth. V		/	/	/	/	/	/	/	✓	/	/

Roll No.	11	18	24	31	01	08	14	15	21	22
	08	08	08	08	09	09	09	09	09	09
	5	5	3	5	5	3	5	5	5	5
26	/	a	a	/	/	a	/	a	/	a
27	/	/	/	/	/	/	/	/	/	/
28	/	/	/	/	/	/	/	/	/	/
29	/	/	/	/	/	/	/	/	/	/
30	/	/	/	/	/	/	/	/	/	/
31	/	/	/	/	/	/	/	/	/	/
32	/	/	/	/	/	/	/	/	/	/
33	/	/	/	/	/	/	/	/	/	/
34	/	/	/	/	/	/	/	/	/	/
35	a	/	/	/	/	/	/	OD	/	/
36	/	/	/	/	/	a	/	/	/	/
37	/	/	/	a	/	a	/	/	/	/
38	/	/	/	/	/	/	/	OD	/	a
39	/	/	/	/	/	a	/	/	/	a
40	/	/	/	/	/	a	/	/	/	/
41	/	a	a	/	/	/	/	OD	/	a
42	/	/	/	/	/	/	/	/	/	/
43	/	/	/	/	/	a	/	a	/	a
44	/	/	/	a	/	a	/	/	/	a
45	/	a	a	/	/	/	/	/	/	a
46	/	/	/	/	/	a	a	/	/	/
47	/	a	/	/	/	/	/	/	/	/
48	/	/	/	/	/	/	/	/	/	/
49	/	/	/	a	/	/	/	/	OD	/
50	/	/	/	/	/	/	/	/	/	/

Attendance Particulars												
Roll No.	Name	Date	06	07	13	14	20	21	27	03	04	10
		Month	07	07	07	07	07	07	07	08	08	08
		Period	3	5	7	5	3	5	3	3	5	3
51	Vinotha. S		R	/	/	/	/	/	/	/	/	/
52	Vinoth Kumar. K		A	/	/	/	/	/	/	/	/	/
53	Vishvasaj. E		M	/	/	/	/	/	00	/	/	/
54	Vivek. S		J	/	/	/	a	/	00	a	/	/
55	Jaya Prakash. R		A	a	/	/	/	/	/	/	/	/
56	Parthiban. S		N	a	a	a	a	a	a	a	a	a
57	Sivagama Sundari. P		H	a	/	/	a	a	a	a	a	a
58	Tharmalingam. N		O	a	/	/	/	/	/	/	/	/
59	Vignesh. V		L	/	/	/	/	a	/	/	/	/
60	Parameswari. S		I	/	/	/	/	/	/	/	/	/
61	Manikandan	R	D	-	a	/	/	/	/	/	/	/
62	Jayabal	K	A	-	/	/	a	a	/	/	/	a
63	Harshan	S	Y	-	/	/	/	/	/	/	/	/
64	Srinipriyan	M	↓	-	-	/	/	/	/	/	/	/
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	-	51	58	58	52	54	60	-	56	58
		Absent	-	09	05	05	12	10	04	-	08	06
		Staff Signature	-							-		

Roll No.	11	18	24	31	01	08	14	15	21	22
	08	08	08	08	09	09	09	09	09	09
	5	5	3	3	5	5	3	5	3	5
51	/	/	/	/	/	/	/	/	/	/
52	/	/	/	/	/	/	/	/	/	/
53	/	/	/	/	/	/	00	00	/	a
54	/	/	/	/	/	/	/	/	/	a
55	/	/	/	a	a	/	a	/	/	/
56	a	a	a	a	a	a	a	a	a	a
57	a	/	a	a	a	a	a	a	a	a
58	/	/	/	/	/	/	/	/	/	/
59	/	/	/	/	/	/	/	a	/	/
60	/	/	a	/	/	/	/	a	/	/
61	/	/	/	/	/	/	/	/	/	/
62	/	/	/	a	a	/	a	/	/	/
63	/	/	/	/	/	/	/	/	a	a
64	/	/	/	/	/	/	/	/	/	/
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
Pr	57	57	50	67	54	31	00	00	57	46
Ab	07	07	08	17	10	07	08	08	10	19
Sig.										

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept T&P
 Name of the Subject : Soft Skills Code _____
 Branch : CSE
 Semester : III Year II
 Date of Commencement : 01.07.16 Last Working Day 22.9.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	07	07	35%	<i>[Signature]</i>
End of the Second Month	09	06	30%	<i>[Signature]</i>
End of the Third Month	09	$\frac{04}{17}$	35%	<i>[Signature]</i>
End of the Fourth Month				

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	6	7	13	14	20	21	27	28	03	4
		Month	7	7	7	7	7	7	7	7	8	8
		Period	2	3	2	2	2	2	2	2	2	2
1	Arathy . M											
2	Abinaya . A											
3	Abinaya . R											
4	Anandhi . R											
5	Arthala paia . A											
6	Arusha . K											
7	Arachana . U											
8	Atchaya . A											
9	Balachandaz . V											
10	Dhivyabharathi . C											
11	Dhivyabharathi . K											
12	Elakkiya . M											
13	Eestus Deva paian . J.D											
14	Guna . K											
15	Jagulin Diana . A											
16	Jayaprakash . B											
17	Karthika . P											
18	Karthikeyan . C											
19	Kayalvizhi . S											
20	Karthika . M											
21	Manimozhi . K											
22	Manimozhi . B											
23	Mithradulni . S.I											
24	Mohamed Ali . M.J											
25	Mohan Kumar . S											

Roll No.	10	17	18	24	25	31	14	15	21	22
	8	8	8	8	8	8	9	9	9	9
	2	2	2	2	2	2	2	2	2	2
1	/	/	/	/	/	/	a	/	/	/
2	/	/	/	OD	/	/	/	/	/	/
3	/	/	/	/	/	/	/	/	/	/
4	/	/	/	/	/	/	/	/	/	/
5	/	/	/	/	/	/	/	/	/	/
6	/	/	/	/	/	/	/	/	/	/
7	/	/	a	a	/	/	/	/	/	/
8	/	/	/	OD	/	/	a	/	/	/
9	/	/	/	/	/	a	a	a	/	/
10	a	/	/	/	/	/	a	a	/	/
11	/	OD	OR	/	/	/	/	/	/	/
12	/	/	/	/	/	/	/	/	/	/
13	/	/	/	OD	/	/	/	a	/	/
14	/	/	/	/	/	/	/	/	/	/
15	/	/	/	/	/	/	/	/	/	/
16	/	/	/	/	/	/	/	/	/	/
17	/	/	/	/	/	/	/	/	/	/
18	/	/	/	/	/	/	a	a	/	a
19	/	/	/	/	/	a	/	/	/	/
20	/	/	/	OD	/	/	/	/	/	/
21	/	OD	OR	/	/	/	/	/	/	OR
22	/	/	/	/	/	/	/	/	/	/
23	/	/	/	/	/	/	a	/	/	/
24	/	/	/	/	/	/	a	a	/	/
25	/	a	a	/	/	/	/	a	a	/

Attendance Particulars												
Roll No.	Name	Date	6	7	13	14	20	21	27	28	3	4
		Month	7	7	7	7	7	7	7	7	8	8
		Period	13	2	3	2	2	2	2	2	2	2
26	Nandha Kumar. S			a	1	a	1	1	1	1	1	1
27	Notnaji. T. S			1	1	a	1	1	1	1	1	1
28	Pavitha. C			1	1	1	1	1	1	1	1	1
29	Pavithra. M			1	1	1	1	1	1	1	1	1
30	pragadeshwari. M			1	1	1	1	1	1	1	1	1
31	piyadharashini. S			1	1	1	1	1	1	1	1	1
32	piyanga. S			1	1	1	1	1	1	1	1	1
33	Raguel. R			1	1	1	1	1	a	a	5	5
34	Rajalakshmi. A			1	1	1	1	1	1	1	5	5
35	Rajavanshini. B			1	1	1	1	1	1	1	5	5
36	Ranjith. A			a	1	1	1	1	1	1	5	5
37	Rawla Afroz. S			1	1	1	1	1	1	1	1	1
38	Samaya. G			1	1	1	1	1	1	1	5	5
39	Santhosh ram. D			1	1	1	1	1	1	1	2	2
40	Sarathkumar. P			a	1	a	a	a	a	a	5	5
41	Sathya			1	1	1	1	1	1	1	5	5
42	Shiyamala. B			1	1	1	1	1	1	1	1	1
43	Sivabalan. R			1	1	a	1	1	1	1	5	5
44	Sowmya. P			1	1	a	1	1	1	1	5	5
45	Subash chandra Bose. R			a	a	a	1	1	1	1	5	5
46	Sugapriya. S			1	1	1	1	1	1	1	5	5
47	Surya. V			1	1	1	1	1	1	1	5	5
48	Sushman. S			1	1	1	1	1	1	1	1	1
49	Suvarnaprabha. P			1	1	1	1	1	1	1	1	1
50	Tamilarasan. M			a	1	1	1	a	1	1	1	1

Roll No.	10	17	18	24	25	31	14	15	24	22
	8	8	8	8	8	8	9	9	9	9
	2	2	2	2	2	2	2	2	2	2
26	1	1	a	1	1	1	a	a	1	1
27	1	1	0	1	1	1	1	1	1	1
28	1	1	0	1	1	1	1	1	1	1
29	1	1	1	1	1	1	1	1	1	1
30	1	1	1	1	1	1	1	1	1	1
31	1	1	1	1	1	1	1	1	1	1
32	1	1	1	1	1	1	1	1	1	1
33	1	1	1	1	1	1	1	a	1	1
34	1	1	1	1	1	1	1	1	1	1
35	1	1	1	1	1	1	a	1	1	1
36	a	a	a	1	1	a	a	1	1	1
37	1	1	0	1	1	1	1	1	1	1
38	1	1	1	1	1	1	1	1	1	1
39	1	1	1	1	1	1	a	1	1	1
40	a	a	a	a	a	a	a	a	a	a
41	1	1	1	1	1	1	1	1	1	1
42	1	1	0	1	1	1	1	1	1	1
43	1	1	a	1	1	1	a	a	1	1
44	1	1	1	1	1	1	1	1	1	1
45	1	1	1	1	1	1	a	a	1	1
46	1	1	1	1	1	1	1	1	1	1
47	1	1	1	1	1	1	1	1	1	1
48	1	1	1	1	1	1	1	a	1	1
49	1	1	0	1	1	1	1	1	1	1
50	1	1	1	1	1	1	1	a	1	1

Attendance Particulars												
Roll No.	Name	Date	6	7	13	14	20	21	27	28	3	5
		Month	7	7	7	7	7	7	7	7	8	8
		Period	2	2	2	2	2	2	2	2	2	2
51	Thenmozhi . P		1	1	1	1	1	1	1	1	1	1
52	veeramani . T		a	1	1	1	1	1	1	1	1	1
53	Vidhya . A		1	1	1	1	1	1	1	1	1	1
54	Vipoash . V		1	1	1	1	1	1	1	1	1	1
55	yamuna . K		a	1	1	1	1	1	1	1	1	1
56	yuvalakshmi priya . S		a	1	1	1	1	1	1	1	1	1
57	priyadharshini		1	a	a	a	a	a	a	a	a	a
58	Bhuvameshwari . S					1	1	1	1	1	1	1
59	N. Naveen							1	1	1	1	1
60	G. Chakravarthi							1	1	1	1	1
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	57	55	49	53	55	57	53			
		Absent	14	02	01	02	03	03	07			
		Staff Signature										

Roll No.	10	17	18	24	25	31	14	15	21	22
	8	8	8	8	8	8	8	8	8	8
	2	2	2	2	2	2	2	2	2	2
51	1	1	1	1	1	1	1	1	1	1
52	1	1	1	1	1	1	1	1	1	1
53	1	1	1	1	1	1	1	1	1	1
54	1	1	1	OD	1	1	1	1	1	1
55	1	1	1	OD	1	1	1	1	1	1
56	1	1	1	1	1	1	1	1	1	1
57	a	a	a	a	a	a	a	a	a	a
58	1	1	1	1	1	1	1	1	1	1
59	1	1	1	1	1	1	1	1	1	1
60	1	1	1	1	1	1	1	1	1	1
61										
62										
63										
64										
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
Pr	56	54	52	55	57	55	54	53	57	56
Ab	04	04	05	05	05	05	14	17	08	04
Sig	10	10	10	10	10	10	10	10	10	10

Attendance and Assessment Record

Name of the Staff : J. SUDHAKAR Dept TSP
 Name of the Subject : Soft Skills Code —
 Branch : II ECE
 Semester : III Year II
 Date of Commencement : 01/07/2016 Last Working Day 22/09/2016

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	07	35% 70%	J. S. S. S. 6/8/16
End of the Second Month	08	06	30%	J. S. S. S. 9/9/16
End of the Third Month	06	05	100%	J. S. S. S. 8/11/16
End of the Fourth Month				

Portions Completed
 J. S. S. S.

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	Month	Period	04	06	11	13	18	20	25	27	04	07
					07	07	07	07	07	07	07	07	08	08
					2	7	2	7	2	7	2	7	2	7
1	AJAY	M			/	/	/	/	/	/	/	/	/	/
2	ANANDHARAJ	N			/	/	/	/	/	/	/	/	/	/
3	ANBUSELVI	P			/	/	/	/	/	/	/	/	/	/
4	ANITHA	G			/	/	/	/	/	/	/	/	/	/
5	ARAVINDH KUMAR	S			/	/	/	/	/	/	/	/	/	/
6	ARTHIKA	B			/	/	/	/	/	/	/	/	/	/
7	ASHIGA	S			/	/	/	/	/	/	/	/	/	/
8	BALAKUMAR	G			/	/	/	/	/	/	/	/	/	/
9	BAVADHARINI	M			/	/	/	/	/	/	/	/	/	/
10	BERKMAANZ	S			/	/	/	/	/	/	/	/	/	/
11	BHARATHI	T			/	/	/	/	/	/	/	/	/	/
12	CHOZHARAJAN	P			/	/	/	/	/	/	/	/	/	/
13	DHANALAKSHMI	M			/	/	/	/	/	/	/	/	/	/
14	DHINESH PRIYA	C			/	/	/	/	/	/	/	/	/	/
15	DHIVYA DARSHINI	J			/	/	/	/	/	/	/	/	/	/
16	DIVYA	K			/	/	/	/	/	/	/	/	/	/
17	DURGA 08/03/1998	S			/	/	/	/	/	/	/	/	/	/
18	DURGA 10/06/1998	S			/	/	/	/	/	/	/	/	/	/
19	ELAKIYA	P			/	/	/	/	/	/	/	/	/	/
20	EZHILABASI	R			/	/	/	/	/	/	/	/	/	/
21	GAYATHRI	J.S			/	/	/	/	/	/	/	/	/	/
22	GAYATHRY	K			/	/	/	/	/	/	/	/	/	/
23	HARI PRAKASH	PA			/	/	/	/	/	/	/	/	/	/
24	HARITHA	S			/	/	/	/	/	/	/	/	/	/
25	JAISHREES	K			/	/	/	/	/	/	/	/	/	/

Roll No.	08	22	24	29	31	7	12	19	21	28
1	/	/	/	/	/	/	/	/	/	/
2	/	/	/	/	/	/	/	/	/	/
3	/	/	/	/	/	/	/	/	/	/
4	/	/	/	/	/	/	/	/	/	/
5	/	/	/	/	/	/	/	/	/	/
6	/	/	/	/	/	/	/	/	/	/
7	/	/	/	/	/	/	/	/	/	/
8	/	/	/	/	/	/	/	/	/	/
9	/	/	/	/	/	/	/	/	/	/
10	/	/	/	/	/	/	/	/	/	/
11	/	/	/	/	/	/	/	/	/	/
12	/	/	/	/	/	/	/	/	/	/
13	/	/	/	/	/	/	/	/	/	/
14	/	/	/	/	/	/	/	/	/	/
15	/	/	/	/	/	/	/	/	/	/
16	/	/	/	/	/	/	/	/	/	/
17	/	/	/	/	/	/	/	/	/	/
18	/	/	/	/	/	/	/	/	/	/
19	/	/	/	/	/	/	/	/	/	/
20	/	/	/	/	/	/	/	/	/	/
21	/	/	/	/	/	/	/	/	/	/
22	/	/	/	/	/	/	/	/	/	/
23	/	/	/	/	/	/	/	/	/	/
24	/	/	/	/	/	/	/	/	/	/
25	/	/	/	/	/	/	/	/	/	/

Attendance Particulars

Roll No.	Name	Date	04	06	11	13	18	20	25	27	01	03
			07	07	07	07	07	07	07	07	08	08
			2	7	2	7	2	7	2	7	2	7
26	JANAKIRAMAN	-M	a	a	/	a	/	/	/	/	/	/
27	JANANI	-G	/	/	/	/	/	/	/	/	/	/
28	JOTHI	-S	a	a	a	a	a	a	a	a	a	a
29	KANISHKA HARINI	P.S	/	R	/	/	a	/	/	/	/	/
30	KAVI BALA	-S	/	/	/	/	/	/	/	/	/	/
31	KAVI BHARATHI	-K	/	A	/	/	/	/	/	/	/	/
32	KRITHICA	-M	/	/	/	/	/	/	/	/	/	/
33	LANJER NISHA	-S	/	M	/	/	/	/	/	/	/	/
34	LAVANYA	-J	/	/	/	/	/	/	/	/	/	/
35	MAHALAKSHMI	-K	/	J	/	/	/	/	/	/	/	/
36	MAHALAKSHMI BAI	-R	/	/	/	/	/	/	/	/	/	/
37	MAHESWARI	-G	/	A	a	/	/	/	/	/	/	/
38	MALATHI	-P	a	/	/	/	/	/	/	/	/	/
39	MANISHA	-S	/	N	a	/	/	/	/	/	/	/
40	MANIVANNAN	-G	/	a	/	/	/	a	/	/	/	/
41	MANMATHARAJAN	-D	/	H	/	/	a	/	/	/	/	/
42	MONISHA	-A	/	O	/	/	/	/	/	/	/	/
43	MONISHA REETA	-B	/	L	/	/	/	/	/	/	/	/
44	MOWLI	-L	/	I	/	/	/	/	/	/	/	/
45	NANDHINI	-Y	/	D	/	/	/	/	/	/	/	/
46	NARENDRAN	-C	/	A	a	/	/	/	oo	oo	/	/
47	NATHIYA	-K	/	y	/	/	/	/	a	/	/	/
48	TIYYAPPAN	-P	/	/	a	/	/	/	/	/	/	/
49	NANDHINI	-G	/	/	/	/	/	a	/	/	/	/
50	KAMESWARAN	-S	/	/	/	/	/	a	/	/	/	/

Roll No.	08	22	24	25	31	07	12	19	21	28
	08	08	08	08	08	09	09	09	09	9
	2	2	7	2	7	7	2	2	7	7
26	a	/	/	/	a	/	/	/	/	/
27	/	/	/	/	/	/	/	/	/	/
28	a	a	a	a	a	a	a	a	a	a
29	/	/	/	a	/	/	/	/	/	/
30	/	/	/	/	/	/	a	/	/	/
31	/	/	a	/	a	/	/	/	/	/
32	/	/	/	a	/	/	/	/	/	/
33	/	/	/	/	/	/	/	/	/	/
34	/	/	/	/	/	a	a	oo	/	/
35	/	/	/	/	/	/	/	/	/	/
36	/	/	/	/	/	/	/	/	/	/
37	/	/	/	/	/	/	/	/	/	/
38	/	/	/	/	/	/	/	/	a	/
39	/	/	/	/	/	/	a	oo	/	/
40	/	/	/	/	/	a	/	/	/	/
41	/	/	/	/	a	/	/	/	/	/
42	/	/	/	/	/	/	/	/	/	/
43	/	/	/	/	/	/	/	/	/	/
44	/	/	/	a	/	/	/	/	/	/
45	/	/	/	/	/	/	/	/	/	/
46	/	/	/	/	/	/	/	/	/	/
47	/	/	/	/	/	/	/	/	/	/
48	/	a	/	/	/	/	a	/	/	/
49	/	a	/	/	/	/	a	/	/	a
50	/	a	/	/	/	/	a	/	/	/

Attendance Particulars												
Roll No.	Name	Date	04	06	11	13	18	20	25	27	01	03
		Month	07	07	07	07	07	07	07	07	08	08
		Period	2	7	2	7	2	7	2	7	2	7
51	PRITYA DHARSHINI		-	-	-	-	1	1	1	1	↓	0
52			*	*	*	*	*					
53												
54												
55												
56												
57												
58												
59												
60												
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	46	-	39	46	50	55	46	50	-	48
		Absent	03	-	10	04	05	06	05	01	-	03
		Staff Signature										

Roll No.	08	22	24	29	31	07	12	19	21	28
	18	08	08	08	08	09	09	09	09	09
	2	2	7	2	7	2	2	2	7	2
51	1	1	1	1	1	0	0	1	1	1
52										
53										
54										
55										
56										
57										
58										
59										
60										
61										
62										
63										
64										
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
Pr	47	47	48	48	44	46	39	50	49	50
Ab	04	03	03	06	07	05	12	01	07	04
Sig.										

Attendance and Assessment Record

Name of the Staff : J. Sunthakar Dept T & P
 Name of the Subject : Soft Skills Code _____
 Branch : II ECE "B"
 Semester : III Year II
 Date of Commencement : 01/07/2016 Last Working Day 22/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	9	8	40%	J. Sunthakar 6/8/16
End of the Second Month	7	5	85%	J. Sunthakar 9/9/16
End of the Third Month	4	3	100%	J. Sunthakar 8/11/16
End of the Fourth Month	Portions Covered			

Note:

J. Sunthakar

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	02	
		Month	07	07	07	07	07	07	07	07	07	08	
		Period	3	3	3	3	3	3	3	3	3	3	
1	NIRANJANI	C.S	///	1	OD	1	1	1	1	1	1		
2	NITHYA	M		1	1	1	1	1	1	1	1		
3	NIVETHITHA	D		1	1	1	1	1	1	1	1		
4	OVIYA	B		1	OD	1	1	1	1	1	1		
5	PADMA DHARANI	M		1	a	a	a	1	1	1	1	A	
6	PARAME SWART	M	✓	a	a	a	Long Absent						S
7	PAVITHRA	B	Σ	1	1	1	1	1	1	a	1	S	
8	PAVITHRA	K	<	1	a	1	1	1	a	1	1	T	
9	PAVITHRA	P	x	a	a	a	Te						
10	PAVITHRA	P	U	1	1	1	1	1	1	1	1	T	
11	PAVITHRA	S		1	OD	1	1	1	1	1	1	E	
12	DRADEEP	E	7	1	OD	1	1	1	1	a	1	S	
13	DRADEESWARA	J	7	1	a	a	a	a	1	1	1	T	
14	PREETHI	G	-	a	a	a	1	1	1	1	1	1	
15	PREETHI	S	U	1	1	1	1	1	1	a	1	1	
16	PREETHI	S	K	1	a	1	1	a	1	1	1		
17	PRIYA	P	U	1	1	a	1	1	1	1	1		
18	PRIYANKA	K	7	1	1	1	1	1	1	1	1		
19	PRIYANKA	K	-	1	a	1	1	1	1	1	1		
20	PUNISHA	R	Z	1	OD	1	1	1	1	1	1		
21	RANGEELA SUBRAJA	S	7	1	a	1	1	1	1	1	1		
22	RASIKA	K		1	1	1	1	1	1	1	1		
23	RATHEESWARAN	M		1	1	a	1	1	a	1	1		
24	ROSLIN MARY	S	7	1	OD	1	1	1	1	1	1		
25	SANTHIYA	S	7	1	a	1	1	1	1	1	1		

Roll No.												
	05	12	16	19	23	26	9	20	23			
	08	08	08	08	08	08	9	09	09			
Period			3	3	3	5	3	3	3	3	3	3
1		1	1	1	1	1	1	1	1	1	1	1
2		1	a	1	1	1	1	1	1	1	1	1
3		1	1	a	1	1	1	1	1	1	1	1
4	A	1	1	OD	1	1	1	1	1	1	1	1
5	S	1	1	a	1	1	1	1	1	1	1	1
6	S	a	a	a	a	a	a	a	a	a	a	a
7	T	1	1	1	1	1	1	1	1	1	1	1
8		1	1	1	1	1	1	1	1	1	1	1
9	T	a	a	a	a	a	a	a	a	a	a	a
10	E	1	1	1	1	1	a	1	1	1	1	1
11	S	1	1	1	1	1	1	1	1	1	1	1
12	T	1	1	1	1	1	a	a	1	1	1	1
13	2	1	1	1	1	1	a	a	1	1	1	1
14	↑	1	1	1	1	1	a	a	a	1	1	1
15		1	1	1	1	1	1	1	1	1	1	1
16		1	1	1	1	1	1	1	1	1	1	1
17		1	1	1	1	1	1	1	1	1	1	1
18		1	1	1	1	1	1	1	1	1	1	1
19		1	1	1	1	1	a	a	1	1	1	1
20		1	a	1	1	1	1	1	1	1	1	1
21		1	1	1	1	1	1	1	1	1	1	1
22		1	1	1	1	1	1	1	1	1	1	1
23	a	1	1	1	1	1	a	a	1	1	1	1
24		1	1	1	1	1	1	1	1	1	1	1
25		1	1	1	1	1	a	1	1	1	1	1

Attendance Particulars												
Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	02
		Month	07	07	07	07	07	07	07	07	07	08
		Period	3	3	3	3	3	3	3	3	3	3
26	SARA MARIUM	V	/	a	/	/	/	/	/	/	/	/
27	SARAN KUMAR	S	/	a	/	/	/	/	/	/	/	/
28	SHANMUGA PRIYA	S	/	a	a	/	/	/	/	/	/	/
29	SHANMUGA PRIYA	R	/	a	/	/	/	/	/	/	/	/
30	SHENBA GAVEANI	S	X	OD	/	/	/	/	/	/	/	/
31	SHRISURUTHI	G	X	/	a	/	/	/	/	/	/	/
32	SIVABHARATHI	T	X	a	a	a	a	a	a	a	a	a
33	SRIVITHYA	G	X	/	OD	/	/	/	/	/	/	A
34	SUBASH	K	W	OD	/	/	/	/	/	/	/	S
35	SUBASHINI	C	/	/	/	/	/	/	/	/	/	S
36	SUGANYA	C	/	a	a	/	/	/	/	/	/	T
37	SURRIYA	S	/	a	/	/	OD	/	OD	OD	/	/
38	SWETHA	T	/	/	/	/	/	/	/	/	/	T
39	TAMIL SELVAN	J	/	a	/	/	/	/	/	/	/	E
40	UTHRASRI	V	X	OD	a	a	a	/	/	/	/	S
41	VAINIYA	S	/	a	a	/	/	/	/	/	/	T
42	VASANTHI	R	/	/	/	/	/	/	a	/	/	I
43	VIGNESHWAR	N	/	a	a	a	a	/	a	/	/	T
44	VIMALA	S	/	OD	/	/	/	/	/	/	/	/
45	VINITHA	P	/	/	/	/	/	/	/	/	/	/
46	VINITHA	K	/	/	/	/	/	/	/	/	/	/
47	ARUNTHAVASELVAN	S	/	/	/	/	/	/	/	/	/	/
48	KARTHIKEYAN	K	X	a	a	/	/	/	/	/	/	a
49	VINOTHINI	T	X	/	/	/	/	/	/	/	/	/
50	VINNESH	M	X	/	/	/	/	/	/	/	/	/

Roll No.	05	12	16	19	23	26	09	20	23	
	08	08	08	08	08	08	09	09	09	
	3	3	3	5	03	03	03	03	03	
26	/	/	/	/	/	/	/	/	/	
27	/	/	OD	/	/	a	/	/	/	
28	/	/	/	/	/	a	/	/	/	
29	/	/	/	/	/	/	/	/	/	
30	/	/	/	/	/	/	/	/	/	
31	/	/	OD	/	/	/	/	/	/	
32	a	/	/	/	/	a	a	/	/	
33	a	/	/	/	/	/	/	/	/	
34	/	/	/	/	/	a	a	/	/	
35	/	/	/	/	/	/	/	/	/	
36	/	/	/	a	/	/	/	/	a	
37	/	/	/	/	/	/	/	/	/	
38	/	/	/	/	/	/	/	/	/	
39	/	/	OD	/	/	/	/	/	/	
40	/	/	/	/	/	/	/	/	/	
41	/	a	/	/	/	/	/	/	/	
42	a	/	/	/	a	a	/	/	/	
43	/	/	/	/	/	a	a	a	/	
44	/	/	/	/	/	/	/	/	/	
45	/	/	/	/	/	/	/	/	/	
46	/	/	/	/	/	/	/	/	/	
47	/	/	/	/	/	/	a	/	/	
48	a	/	a	/	/	a	a	/	/	
49	/	/	/	/	/	/	/	/	/	
50	a	/	/	/	/	a	a	/	/	

Attendance Particulars												
Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	04
		Month	07	07	07	07	07	07	07	07	07	07
		Period	3	3	3	3	3	3	3	3	3	3
51	ELUMAIAT	J	-	+	-	-	1	1	2	1	1	
52	MOHAMED YUSUF	H	-	+	-	-	1	1	1	1	1	
53	NARESH PRADHAN M.R.		-	1	-	-		1	2	2	1	
54												
55												
56												
57												
58												
59												
60												
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	47	28	37	45	47	46	49	49	-	-
		Absent	03	22	13	07	05	07	08	04	-	-
		Staff Signature										

Roll No.	05	12	16	19	23	26	9	20	23
	08	08	08	08	08	08	9	09	09
	3	3	3	5	3	3	3	3	3
51		1	1	1	1	1	2	2	2
52		1	2	1	1	1	2	2	2
53		2	2	1	1	1	2	2	2
54									
55									
56									
57									
58									
59									
60									
61									
62									
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
Pr	-	44	46	49	50	49	36	32	46
Ab	-	09	07	04	03	04	17	10	07
Sig.	-								

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept TEP
 Name of the Subject : Soft Skills Code _____
 Branch : EEE
 Semester : III (ODD) Year 2016-17 IInd
 Date of Commencement : 01.7.16 Last Working Day 22.9.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	08	07	35%	
End of the Second Month	08	06	80%	
End of the Third Month	08	$\frac{07}{20}$	100%	
End of the Fourth Month				


PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	5	7	12	14	20	21	26	28	2	4
		Month	7	7	7	7	7	7	7	7	8	8
		Period	8	6	4	6	3	6	4	4	8	6
1	Akalya . T			1	1	1	1	1	1	1	1	1
2	AKASH . R			1	a	1	1	1	1	1	1	1
3	Akilandecurari . S			1	1	1	1	1	1	1	1	1
4	Balakrishnam . R			1	a	a	a	1	OD	OD	1	1
5	Baramika . R			1	1	1	1	1	1	1	1	1
6	Brindha . M			1	a	1	1	1	1	1	1	1
7	Deepakraj . S			1	a	1	1	1	1	1	1	1
8	Dheerthi . S			1	1	1	1	1	1	1	1	1
9	Dhinesh . J			1	a	1	1	1	1	a	1	1
10	Divya . K			1	1	1	1	1	1	1	1	1
11	Elakkiya . E			1	1	1	1	1	1	1	1	1
12	Ganesh Kumar . P			1	a	1	1	1	1	1	1	1
13	Harikrishnan . G			a	a	a	a	a	a	a	a	a
14	Harini . K			1	1	1	1	1	1	1	1	1
15	Harish Babu . R			1	a	a	1	1	1	1	1	1
16	Karaiyaras . D			1	a	1	1	1	1	1	1	1
17	Kayalvizhi . R			1	1	1	1	1	1	a	1	1
18	Mathiraman . M			a	a	a	a	a	a	a	a	1
19	Muthumeena . K			1	1	1	1	a	1	1	1	1
20	Nalini . N			1	1	1	1	1	1	1	1	1
21	Parthasarathi . R			1	a	1	1	1	1	1	1	1
22	Prakash . M			1	a	1	1	1	1	1	1	1
23	Prakash . T			1	1	1	1	1	1	1	1	1
24	Prakash . S			1	a	1	1	1	1	a	a	1
25	Prakash . T			a	a	a	a	1	a	a	a	1

Roll No.	5	7	12	14	20	21	26	28	2	4
	7	7	7	7	7	7	7	7	8	8
	8	6	4	6	3	6	4	4	8	6
1	1	1	1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1	1	1	1
3	1	1	1	1	1	1	1	1	1	1
4	1	1	1	1	1	1	1	1	1	1
5	1	1	1	1	1	1	1	1	1	1
6	1	1	1	1	1	1	1	1	1	1
7	1	1	1	1	1	1	1	1	1	1
8	1	OD	1	1	1	1	1	1	1	1
9	1	a	1	a	1	1	1	1	1	1
10	1	OD	1	1	1	1	1	1	1	1
11	1	1	1	1	1	1	1	1	1	1
12	1	1	1	1	1	1	1	1	1	1
13	a	a	a	a	a	a	a	a	a	a
14	1	1	1	1	1	1	1	1	1	1
15	1	1	1	1	1	1	1	1	1	1
16	1	1	1	1	1	1	1	1	1	1
17	1	a	1	1	1	1	1	1	1	1
18	a	a	a	a	a	a	a	a	a	a
19	1	1	1	1	1	1	1	1	1	1
20	1	1	1	1	1	1	1	1	1	1
21	1	1	1	1	1	1	1	1	1	1
22	1	1	1	1	1	1	1	1	1	1
23	1	1	1	1	1	1	1	1	1	1
24	1	a	1	1	1	1	1	1	1	1
25	1	1	1	1	1	1	1	1	1	1

Attendance Particulars

Roll No.	Name	Date	5	7	12	14	20	21	26	28	2	4
		Month	7	7	7	7	7	7	7	7	7	7
		Period	8	8	8	8	3	8	8	4	8	8
26	Premkumar. P		1	a	1	1	1	00	00	a	1	
27	Raguraman. R		a	1	1	1	1	1	a	a	1	
28	Ramkumar. P		1	a	a	1	1	1	1	1	1	
29	Ramu. P		1	1	1	1	1	1	1	1	1	
30	Sakthivel. M		1	1	1	1	1	1	1	a	1	
31	Sandra. K		1	1	1	1	1	1	1	1	1	
32	Santhoshkumar. R		a	1	1	1	a	1	1	1	1	
33	Santhoshgami. R		1	a	1	1	1	1	a	1	1	
34	Sathish. M		1	a	a	a	1	1	1	a	1	
35	Shanthi. R		1	1	1	1	1	1	1	1	1	
36	Sirakumar. S		1	1	1	1	1	1	1	1	1	
37	Sowmya. S		1	1	1	1	1	1	1	1	1	
38	Srikanth. R		1	a	a	1	1	1	1	1	1	
39	Sundar. R		1	1	1	1	1	1	1	1	1	
40	Suriya prakash. M		1	a	a	1	1	1	1	1	1	
41	Tamil Selvan. T		a	1	1	1	1	1	1	1	1	
42	Vic toriya. P		1	1	1	1	1	1	1	1	1	
43	Pradeepkumar. D		1	1	1	1	a	1	a	1	1	
44	Vibinraj. N		1	1	1	1	1	1	1	1	1	
45	S. Mohanraj		1	1	1	1	1	1	1	1	1	
46	R. Snehan		1	1	1	1	a	1	a	1	1	
47	R. Karthikeyan		1	1	1	1	1	1	1	1	1	
48	D. Dimeshkumar		1	1	1	1	1	1	1	1	1	
49	S. Shela		1	1	1	1	1	1	1	1	1	
50	R. Rajadurai		1	1	1	1	1	1	1	1	1	

Roll No.	9	4	18	29	1	6	15	20	22	27
	8	8	8	8	9	9	9	9	9	9
	8	8	8	3	8	8	8	8	8	8
26	1	1	1	1	1	1	1	1	1	1
27	1	1	1	1	1	1	1	1	1	1
28	1	1	1	1	1	1	1	1	1	1
29	1	1	1	1	1	1	1	1	1	1
30	1	a	1	1	1	1	1	1	1	1
31	1	1	1	a	1	1	1	1	1	1
32	1	1	1	1	a	1	1	1	1	1
33	1	1	1	1	1	a	1	1	1	1
34	1	a	a	1	1	1	1	1	1	1
35	1	1	a	1	1	1	1	1	1	1
36	1	1	1	1	1	1	1	1	1	1
37	1	1	1	1	1	1	1	1	1	1
38	1	1	1	1	1	1	1	1	1	1
39	1	1	1	1	1	1	1	1	1	1
40	1	a	1	1	1	1	1	1	1	1
41	1	a	1	1	1	1	1	1	1	1
42	1	1	1	1	1	1	1	1	1	1
43	1	1	1	1	1	1	1	1	1	1
44	1	a	1	1	1	1	1	1	1	1
45	1	1	1	1	1	1	1	1	1	1
46	1	a	1	1	1	1	1	1	1	1
47	1	1	1	1	1	1	1	1	1	1
48	1	1	1	1	1	1	1	1	1	1
49	1	1	1	1	1	1	1	1	1	1
50	1	1	1	1	1	1	1	1	1	1

Attendance Particulars

Roll No	Name	Date											
		Month											
		Period											
51	M. Veeramani	5	7	12	14	19	21	26	28	2	4		
52	P. Ramkumar	7	7	7	7	7	7	7	7	8	8		
53		8	2	8	2	2	2	1	1	1	1		
54													
55													
56													
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71													
72													
73													
74													
75													

No. of Students

Present

Absent

Staff Signature

46 47 46 A3 40 48
05 04 06 08 11 04
2 07 07 11 11 11

27

27

Roll No.	Date											
	Month											
	Period											
51	9	14	18	29	1	6	18	20	22	27		
52	8	8	8	8	9	9	9	9	9	9		
53	8	8	8	3	2	8	2	8	2	8		
54	1	1	1	1	1	1	1	1	1	1		
55	1	1	1	1	1	1	1	1	1	1		
56												
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67												
68												
69												
70												
71												
72												
73												
74												
75												
Pr	45	40	40	42	45	43	10	12	47	42		
Ab	03	12	10	10	07	09	12	02	05	05		
Sig.	m	m	m	m	m	m	m	m	m	m		

27

27

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept T&P
 Name of the Subject : Soft Skills Code _____
 Branch : Mechanical
 Semester : III Year II
 Date of Commencement : 1.7.16 Last Working Day 22.9.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	09	45%	
End of the Second Month	08	07	40%	
End of the Third Month	10	05	15% 100%	
End of the Fourth Month				

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	01	01	8	8	15	22	22	29	29
		Month	07	07	7	7	7	7	7	7	7
		Period	5	6	5	6	5	6	5	6	5
1	ANITH. A			1	2	2	1	1	1	1	1
2	ALEX RATA. G			1	1	1	1	1	1	1	1
3	ANANDH. C			1	2	2	2	2	1	2	2
4	ARAVINTH. S			1	1	1	1	1	2	2	1
5	ARUL SELVAN. R			1	2	2	1	1	1	1	1
6	ARUN KUMAR. B			1	1	1	1	1	1	1	1
7	ARUN KUMAR. K			1	1	1	1	1	1	1	1
8	ARUN PANDIYAN. S			1	1	1	2	2	2	2	1
9	ASITHARAN. N			1	1	1	1	1	1	1	1
10	BALA SUBRAMANIAN. R			1	1	1	2	2	1	1	1
11	BAZEER. E			1	1	1	2	2	2	2	1
12	BHARANIDHARAN. V			1	1	1	1	2	2	2	2
13	BHARATHI. N			1	1	1	1	2	2	1	1
14	DEEPAN. S			1	1	1	1	1	1	1	1
15	DHARMARAJ. T			1	1	1	1	1	1	1	1
16	DHINESH. T			1	1	1	1	1	1	1	1
17	DINESH. M			2	2	1	1	1	2	2	1
18	FAHAD HUSSAIN. M			2	2	1	1	1	2	2	2
19	GOWTHAMAN. S			2	2	1	1	1	1	2	2
20	GOWTHAM KRISHNAN. A			2	2	1	1	1	1	1	1
21	GUNASEKAR. R			1	1	1	1	1	1	1	1
22	GURUDEV. A			1	1	1	1	2	2	2	2
23	HARI MURUGAESH. M			1	2	2	1	1	2	2	2
24	HARI SHANKAR. D			2	2	1	1	1	1	1	1
25	JAGANNATHAN. S			1	1	1	1	1	1	1	1

Roll No	5	5	12	12	19	19	26	26	26	26	26
1	1	1	1	1	1	1	1	1	1	1	1
2	1	1	1	1	1	1	1	1	1	1	1
3	2	2	1	1	1	1	1	1	1	1	1
4	1	1	1	1	2	2	1	1	1	1	1
5	1	1	1	1	1	1	1	1	1	1	1
6	1	1	2	2	2	2	2	2	2	2	2
7	1	1	1	1	1	1	1	1	1	1	1
8	2	2	1	1	1	1	1	1	1	1	1
9	1	1	1	1	1	1	1	1	1	1	1
10	1	1	1	1	1	1	1	1	1	1	1
11	1	1	1	1	1	1	1	1	1	1	1
12	1	1	2	2	2	2	1	1	1	1	1
13	2	2	1	1	1	1	1	1	1	1	1
14	1	1	1	1	1	1	1	1	1	1	1
15	1	1	1	1	1	1	1	1	1	1	1
16	1	1	1	1	1	1	1	1	1	1	1
17	2	2	2	2	2	2	1	1	1	1	1
18	1	1	2	2	2	2	1	1	1	1	1
19	1	1	1	1	2	2	1	1	1	1	1
20	1	1	1	1	1	1	1	1	1	1	1
21	1	1	1	1	1	1	1	1	1	1	1
22	1	1	2	2	2	2	1	1	1	1	1
23	1	1	2	2	2	2	1	1	1	1	1
24	1	1	1	1	1	1	1	1	1	1	1
25	1	1	1	1	1	1	1	1	1	1	1

Attendance Particulars

Roll No.	Name	Date	01	01	08	08	15	15	22	22	29	29
		Month	07	07	07	07	07	07	07	07	07	07
		Period	5	6	5	6	5	6	5	6	6	7
26	JAIKUMAR. T		/	/	/	/	/	/	/	/	/	/
27	KAVIYARASAN. M		/	/	/	/	/	/	/	/	/	/
28	KAMALESH. R		/	/	/	/	/	/	/	/	/	/
29	KARTHIK. K		/	/	/	/	/	/	/	/	/	/
30	KARTHIKEYAN. S		/	/	/	/	/	/	/	/	/	/
31	KAVIMANI. B		/	/	/	/	/	/	/	/	/	/
32	KAVIVENTHAN. M		/	/	/	/	/	/	/	/	/	/
33	KISHORE. S		/	/	/	/	/	/	/	/	/	/
34	KISHORE KUMAR. P		/	/	/	/	/	/	/	/	/	/
35	LAKSHMANAN. N		/	/	/	/	/	/	/	/	/	/
36	LEANDER INFANT RAT. G		/	/	/	/	/	/	/	/	/	/
37	LOKESH. A		/	/	/	/	/	/	/	/	/	/
38	MADHAN. R		/	/	/	/	/	/	/	/	/	/
39	MAHESHWARAN. T		/	/	/	/	/	/	/	/	/	/
40	MOHAMED ARIF. L		/	/	/	/	/	/	/	/	/	/
41	MOHAMED SALIM. A		/	/	/	/	/	/	/	/	/	/
42	MOHAMED THARIK. K		/	/	/	/	/	/	/	/	/	/
43	MUKESH KANNAN. R		/	/	/	/	/	/	/	/	/	/
44	MUKUNTHAN. M		/	/	/	/	/	/	/	/	/	/
45	MULLAISELVAN. M		/	/	/	/	/	/	/	/	/	/
46	MUTHUNAVAMANI. K		/	/	/	/	/	/	/	/	/	/
47	NARESH KUMAR. N		/	/	/	/	/	/	/	/	/	/
48	NAVANEETHA KRISHNAN. K		/	/	/	/	/	/	/	/	/	/
49	PAZHANIMECHAN. L		/	/	/	/	/	/	/	/	/	/
50	PRADHEEPAN. B		/	/	/	/	/	/	/	/	/	/

Roll No.	Name	01	01	08	08	15	15	22	22	29	29	29
		07	07	07	07	07	07	07	07	07	07	07
		Period	5	6	5	6	5	6	5	6	6	7
26	JAIKUMAR. T		/	/	/	/	/	/	/	/	/	/
27	KAVIYARASAN. M		/	/	/	/	/	/	/	/	/	/
28	KAMALESH. R		/	/	/	/	/	/	/	/	/	/
29	KARTHIK. K		/	/	/	/	/	/	/	/	/	/
30	KARTHIKEYAN. S		/	/	/	/	/	/	/	/	/	/
31	KAVIMANI. B		/	/	/	/	/	/	/	/	/	/
32	KAVIVENTHAN. M		/	/	/	/	/	/	/	/	/	/
33	KISHORE. S		/	/	/	/	/	/	/	/	/	/
34	KISHORE KUMAR. P		/	/	/	/	/	/	/	/	/	/
35	LAKSHMANAN. N		/	/	/	/	/	/	/	/	/	/
36	LEANDER INFANT RAT. G		/	/	/	/	/	/	/	/	/	/
37	LOKESH. A		/	/	/	/	/	/	/	/	/	/
38	MADHAN. R		/	/	/	/	/	/	/	/	/	/
39	MAHESHWARAN. T		/	/	/	/	/	/	/	/	/	/
40	MOHAMED ARIF. L		/	/	/	/	/	/	/	/	/	/
41	MOHAMED SALIM. A		/	/	/	/	/	/	/	/	/	/
42	MOHAMED THARIK. K		/	/	/	/	/	/	/	/	/	/
43	MUKESH KANNAN. R		/	/	/	/	/	/	/	/	/	/
44	MUKUNTHAN. M		/	/	/	/	/	/	/	/	/	/
45	MULLAISELVAN. M		/	/	/	/	/	/	/	/	/	/
46	MUTHUNAVAMANI. K		/	/	/	/	/	/	/	/	/	/
47	NARESH KUMAR. N		/	/	/	/	/	/	/	/	/	/
48	NAVANEETHA KRISHNAN. K		/	/	/	/	/	/	/	/	/	/
49	PAZHANIMECHAN. L		/	/	/	/	/	/	/	/	/	/
50	PRADHEEPAN. B		/	/	/	/	/	/	/	/	/	/

Attendance Particulars													
Roll No.	Name	Date	01	01	08	08	15	15	22	22	29	29	
		Month	07	07	07	07	07	07	07	07	07	07	
		Period	5	6	5	6	5	6	5	6	5	6	
51	PRANEEN KUMAR. M		/	/	/	/	/	/	/	/	/	/	
52	PRAVIN. R. R		/	OP	OP	/	/	OP	OP	OP	OP	OP	
53	PRAVIN IMMANUEL. S		a	/	/	/	/	/	/	/	/	/	
54	PRITHVI RAJ. D		/	/	/	/	/	/	/	/	/	/	
55	RAGHUL. TJ		/	/	/	/	/	/	/	/	/	/	
56	RAJA DURAL. C		/	/	/	/	/	OP	OP	OP	OP	OP	
57	RAJA RASAN. R		/	/	/	/	/	/	/	/	/	/	
58	ALITH. R. M.		/	/	/	a	a	a	a	a	/	/	
59	Kabilan. M		a	/	/	/	/	/	/	/	/	/	
60	Lokesh. M		a	/	/	/	/	/	/	/	/	/	
61	Mamikantham. S		a	/	/	/	/	/	/	/	/	/	
62	Muthukumar. S		a	/	/	/	/	/	/	/	/	/	
63	Aravindh. B		/	/	/	/	/	/	/	/	/	/	
64	S. Prageetha Kumar		/	/	/	/	/	/	/	/	/	/	
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	49	61	61	58	54	35	35	45	45	45	
		Absent	15	03	03	06	06	09	09	19	19	19	
		Staff Signature											

Roll No.														
	05	05	12	12	19	19	26	26	26	26	26	26	26	26
	08	08	08	08	08	08	08	08	08	08	08	08	08	08
51	/	/	/	/	/	/	/	/	/	/	/	/	/	/
52	/	/	OP	OP	OP	OP	OP	OP	OP	OP	OP	OP	OP	OP
53	/	/	/	/	a	a	/	/	/	/	/	/	/	/
54	/	/	/	/	a	a	/	/	/	/	/	/	/	/
55	/	/	/	/	a	a	/	/	/	/	/	/	/	/
56	a	a	OP	OP	OP	OP	/	/	/	/	/	/	/	/
57	/	/	/	/	a	a	/	/	/	/	/	/	/	/
58	/	/	/	/	a	a	/	/	/	/	/	/	/	/
59	/	/	/	/	/	/	/	/	/	/	/	/	/	/
60	/	/	a	a	a	a	/	/	/	/	/	/	/	/
61	/	/	OP	OP	/	/	/	/	/	/	/	/	/	/
62	/	/	/	/	/	/	/	/	/	/	/	/	/	/
63	/	/	/	/	/	/	/	/	/	/	/	/	/	/
64	a	a	/	/	/	/	/	/	/	/	/	/	/	/
65														
66														
67														
68														
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71														
72														
73														
74														
75														
Pr	OP	52	52	52	52	52	52	52	52	52	52	52	52	52
Ab	12	12	12	12	12	12	12	12	12	12	12	12	12	12
Sig.														

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept TSP
 Name of the Subject : Soft Skills Code _____
 Branch : Mechanical
 Semester : IV Year II
 Date of Commencement : 1.7.16 Last Working Day 22.9.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	08	40%	
End of the Second Month	08	05	25%	
End of the Third Month	10	02	35% 100%	
End of the Fourth Month				

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date										
		Month										
		Period	01	02	03	04	05	06	07	08	09	10
26	Sivameesh . V		01	02	03	04	05	06	07	08	09	10
27	Siraprasath . R		01	02	03	04	05	06	07	08	09	10
28	Srinanth . S		01	02	03	04	05	06	07	08	09	10
29	Srinivasan . M		01	02	03	04	05	06	07	08	09	10
30	Sriram . M		01	02	03	04	05	06	07	08	09	10
31	Sriram . S		01	02	03	04	05	06	07	08	09	10
32	Stephen Stanky . M		01	02	03	04	05	06	07	08	09	10
33	Sunder . B		01	02	03	04	05	06	07	08	09	10
34	Sundaramoorthi . J		01	02	03	04	05	06	07	08	09	10
35	Sureshkumar . B		01	02	03	04	05	06	07	08	09	10
36	Suriya . B		01	02	03	04	05	06	07	08	09	10
37	Suriya . V		01	02	03	04	05	06	07	08	09	10
38	Suriya Kumar . J		01	02	03	04	05	06	07	08	09	10
39	Suriya Raji . R		01	02	03	04	05	06	07	08	09	10
40	Tamil Selvan . S		01	02	03	04	05	06	07	08	09	10
41	Thamizharani . R		01	02	03	04	05	06	07	08	09	10
42	Thangadurai . A		01	02	03	04	05	06	07	08	09	10
43	Vandhiya Jeyan . M . S		01	02	03	04	05	06	07	08	09	10
44	Vasaramani . S		01	02	03	04	05	06	07	08	09	10
45	Veereshwaran . B		01	02	03	04	05	06	07	08	09	10
46	Venkatesh . A		01	02	03	04	05	06	07	08	09	10
47	Venkateshan . M		01	02	03	04	05	06	07	08	09	10
48	Venkatesh Kumar . P		01	02	03	04	05	06	07	08	09	10
49	Vettuvai . S		01	02	03	04	05	06	07	08	09	10
50	Vidhya . G		01	02	03	04	05	06	07	08	09	10

Roll No.										
26	5	12	12	12	12	12	12	12	12	12
27	8	8	8	8	8	8	8	8	8	8
28	3	2	3	3	2	3	2	3	2	3
29										
30										
31										
32										
33										
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48										
49										
50										

Attendance Particulars													
Roll No.	Name	Date	01	01	8	8	15	22	22	29	29	5	
		Month	07	07	7	7	7	7	7	7	7	8	
		Period	02	03	3	3	3	3	3	3	3	2	
51	Vignesh. A												
52	Vignesh. K												
53	Vignesh. K												
54	Vignesh. R												
55	Vijay. V												
56	Vinod. T												
57	Vageshwaran. K												
58	Nishaanth. T												
59	Sivasunya. R												
60	Ragul. S												
61	Thamilmaran. T.T												
62	Balaji. A												
63	Om prakash												
64	Murugesanathan. R												
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	2		58	54	40	32	31	61			
		Absent	0		04	06	09	25	23	09	09		
		Staff Signature			m	m	m	m	m	m	m		

Roll No.	5	12	12	19	26	26	26	26	26	26	26	26	26
	8	8	8	8	8	8	8	8	8	8	8	8	8
	2	2	3	2	2	3	2	3	2	3	2	3	2
51													
52													
53													
54													
55													
56													
57													
58													
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71													
72													
73													
74													
75													
Pr													
Ab													
Sig.													



DEPARTMENT OF TRAINING AND PLACEMENT

ACADEMIC YEAR 2016-2017

ADD ON PROGRAM REPORT

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL THIRD YEARS / ODD (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 353

NAME OF THE RESOURCE PERSON: APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

The department of training and placement is conducting Soft skills and Aptitude training sessions as a separate Certificate Program along with the regular academic schedules of every semester for all the students of II, III and IV Year. The aim of the program is to enhance the students' potential to match with the industry requirements in interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, analytical abilities and etc. A separate syllabus and course plan is prepared and distributed branch wise for both ODD and EVEN semester.

For the Academic year 2016-2017 quantitative aptitude sessions were handled as per the syllabus framed by the T&P department. Thirty hours of training material to the II, III and final year students are well prepared to enrich the students' potential on communication skills, interpersonal ability, problem solving skills and analytical ability. Intensive class room activities and home work are given to improve the students' employability skills. A well prepared quantitative aptitude exercises given to the students on various topics such as data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest and age problems.

ASSESSMENT PROCEDURE

- Frequent Assessment tests are conducted on communication skills, body language and interview skills
- Mock Interview and Group discussion are conducted for the final year students
- Quantitative aptitude test conducted on various topics data interpretation, percentage, number series, arithmetic aptitude, profit and loss, simple and compound interest and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.

VP/HEAD-T&P

J. Muthu
20/4/2017
PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE – III YEAR (Sixth Semester)

Time & Distance - Introduction, important formulas and condition and types of Time and Distance problems – same direction, opposite direction – concepts and its problems 2

Chain Rule - Definition & Direct proportion conditions and its problems – Indirect proportion conditions and its examples – Difference between direct and Indirect proportion 2

Problems on Trains – Introduction, important condition and types of train problems – same direction, opposite direction – concepts and formulas for slower train, faster train. 2

Height & Distance – Definition, important facts and formulas of height and distance and trigonometric identities – Angle of Elevation and angle of Depression and its Problems 2

Odd man out series – Concepts and conditions of odd man out series – types of odd man out series, number and alphabetical series 2

Permutation & Combination – Definition, Factorial notation and examples, Difference between Permutation and Combination – Number of combinations and its types of problems 2

Probability – Definitions and conditions of coins, dice, and cards, Sample space and Probability formulas – Problems of coins, dice, cards examples 2

Average – Definition and formula of Average – Types of numbers, speed and biological problems 2

Discussion Problems – Time and Distance, Chain rule, Problems on Trains, Height and Distance 2

Discussion Problems – Odd man out series, Permutation and Combination, Probability, Probability, Average 2

P. Rm.

STAFF INCHARGE

For
HOD/T&P 23/11/20

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T&P
 Name of the Subject : Aptitude Code _____
 Branch : Civil
 Semester : V Year III
 Date of Commencement : 01/07/16 Last Working Day 29/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	7	35%	<i>[Signature]</i> 06/08/16
End of the Second Month	8	8	40%	<i>[Signature]</i> 06/09/16
End of the Third Month	5	5	25%	<i>[Signature]</i> 10/11/16
End of the Fourth Month				

PRINCIPAL

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
1	Abdul Hakkim . S	
2	Abdul Wahab . S	
3	Abinaya . M	
4	Ajith . C	
5	Ajith . N	
6	Ajith Kumar . R	
7	Ajith Kumar . A	
8	Ajith Kumar . C	
9	Ajith Kumar . K	
10	Anand . A	
11	Ananth . C	
12	Anbarasan . S	
13	Arun . K	
14	Arun . T	
15	Arun Kumar . R	
16	Balaji . R	
17	Bala Kumaran . R	
18	Balasubramanian . P	
19	Bharathi . E	
20	Bharathi . L	
21	Dharaneswar . S	
22	Dinesh . B	
23	Durgadevi . A	
24	Edhaya . G	
25	Gopikrishnan . M	

Attendance Particulars

Roll No	Name	Date
		Month
		Period
26	Guna Seelan. G	
27	Gunaseelan. k	
28	Guru Prabhakaran. K.R.	
29	Hasihara Sundhan. C	
30	Harikrishnan. V	
31	Indira Kumar. M	
32	Joelrojan. D	
33	Kalaiselvi. R	
34	Kamal Raj. M	
35	Kari Priya. D	
36	Kishore. S	
37	Manikandan. P	
38	Manimuthu. K	
39	Maniraja. G	
40	Mathumitha. B	
41	Mohamed Ashiq. Z	
42	Mohamed Azamutheen. A	
43	Mohan Raj. K	
44	Menish. G. K.	
45	Mukilan durai	
46	Mukil Kumar. M	
47	Nandhini. S	
48	Nethaji. M	
49	Nindhiya. D	
50	Nithika Charan. P	

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
51	Nivas Sudhan. R	
52	Pandiyan. M	
53	Pavithras. T	
54	Prabhakar. N	
55	Pragadeesvaran. S	
56	Prakash Raj. R	
57	Prasanna Venkatesh. S	
58	Prasanth. D	
59	Prasath. M	
60		
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62		
63		

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch : Civil 'B'

Semester : V Year III

Date of Commencement : 01/07/16 Last Working Day 27/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	7	35%	 06/08/16
End of the Second Month	9	9	45%	 6/9/16
End of the Third Month	4	4	20%	 10/11/16
End of the Fourth Month				

PRINCIPAL

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
1	Preethi. A	
2	Priyadharshini. D	
3	Purusotham. P	
4	Ragavi. B	
5	Raguvaran. S	
6	Rahul. S	
7	Rajasri. G	
8	Rajesh Kumar. M	
9	Ranjana Devi. T	
10	Prabhakaran. R	
11	Sailaja. M	
12	Sakthi Kumar. M	
13	Salaimanimagudam. M.P.	
14	Sathish. K	
15	Satyanarayanan. R.S.	
16	Senthil Kumar. U	
17	Shobanasri. K	
18	Sibiselvan. S	
19	Siddharth. B	
20	Sindhu. R	
21	Sindhya. S	
22	Subasri. P	
23	Suji. U	
24	Suriya. T	
25	Suryanarayanan. M.	

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
26	Swathika. K	
27	Thangapandian. R	
28	Thangapandiyan. D	
29	Thendral. M	
30	Thirunavukarasu. R	
31	Thirupathy. M	
32	Venkateshwaran. R	
33	Vignesh. P	
34	Vignesh. R (24. 06. 1997)	
35	Vignesh. R (13. 07. 1997)	
36	Vignesh. V	
37	Vigneshwaran. K	
38	Vijay. B	
39	Vijayalayacholan. V	
40	Vinothini. G	
41	Vishali. K	
42	Yogesh Raj. B	
43	Ajith. A	
44	Akash. R	
45	Arunmozhi. K	
46	Gunasheelan. B	
47	Jayarajman. D	
48	Kapil Dev. P	
49	Karthick. S	
50	Manikandan. K	

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
51	Manimaran. M	
52	Maniyarasan. K	
53	Moham. K	
54	Ranjith Kumar. M	
55	Saravanan. K	
56	Sriram. R	
57	Sundhar. B	
58	Vignesh. R	
59	Manikandan. M. S.	
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Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch : CSE

Semester : V Year III

Date of Commencement : 01/07/16 Last Working Day 21/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	7	5	25%	<i>S. S. 6/8</i>
End of the Second Month	7	7	35%	<i>S. S. 14/14</i>
End of the Third Month	7	5	40%	<i>S. S. 7/10</i>
End of the Fourth Month				

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
1	A. Abiheal	
2	J. Abinaya	
3	B. Abirami	
4	D. Abirami	
5	A. Adalexu	
6	S. Aishwarya	
7	V. Anbuviya	
8	G. Anusuya	
9	M. Azul jothi	
10	M. Basanitharan	
11	J. Bhoopathi Raj	
12	M. Deivanai	
13	P. Gayathri	
14	S. Madhavan	
15	R. Nagarajan	
16	K. Ragunathan	
17	R. RajaPrasanth	
18	M. Ramesh Kumar	
19	T. Shalini	
20	S. Shangeetha	
21	R. Sirasangari	
22	V. Subatra	
23	J. Sudharsan	
24	H. Sudin Sudharsan Rao	
25	K. Suvitha	

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
26	N. Tamil Neethi	
27	S. Thirumugan	
28	R. Varshini	
29	S. Vijayaravind	
30	R. Vijay	
31	S. Vikram	
32	K. Yogeshwari	
33	T. Yurarani	
34	S.R. Banumathi	
35	S. Dhirakar	
36	T. Ramya	
37		
38		
39		

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T&P

Name of the Subject : Aptitude Code _____

Branch : EcE

Semester : V Year III

Date of Commencement : 01/07/16 Last Working Day 28/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	7	7	35%	J. Ramana 8/8/16
End of the Second Month	8	7	35%	J. Ramana 8/9/16
End of the Third Month	6	6	30%	J. Ramana 8/11/16
End of the Fourth Month				

PRINCIPAL

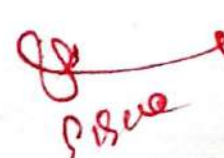
Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
1	N. Abenayarasbandevi	
2	G. Abinaya	
3	G. Abinaya	
4	M. Abinaya	
5	K. Abirami	
6	A. Akalya	
7	N. Aravind	
8	A. Aravind Armstrong	
9	M. Aravirith	
10	S. Balaji	
11	S. Devayani	
12	P. Dhananeeswari	
13	S. Dhiryalakshmi	
14	K. Divya Bharathi	
15	S. Indhumathi	
16	K. Janani	
17	M. Jeyar Robinson	
18	K. Kasthick	
19	V. Kasthick	
20	K. Kiruthika	
21	A. Madhumitha	
22	A. Mahibalan	
23	S. Manikandan	
24	S. Mohanlalalitha	
25	A. Mukesh	

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
26	A. Ponni	
27	S. Priyadharshini	
28	A. Ravichandran	
29	P. Sagundhala Devi	
30	R. Saranya	
31	S. Saravana Bhavan	
32	M. Sathya Priya	
33	S. Seetha	
34	T.R. Shanthini	
35	K. Suga Priya	
36	R. Swathi Priya	
37	K. Swathi Priya	
38	A. Valarmathi	
39	K. Venkatesh	
40	T. Venkatramani	
41	G. Bhakyalakshmi	
42	R. Devasena	
43	R. Ranjitha	
44	R. Saranya	
45	M. Siva Sathyan	
46		

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P
 Name of the Subject : Aptitude Code _____
 Branch : EEE
 Semester : V Year III
 Date of Commencement : 01/07/16 Last Working Day 28/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	7	7	35 %	
End of the Second Month	8	7	35 % (cum 70 %)	
End of the Third Month	6	6	30 %	
End of the Fourth Month				

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
1	S. Ajith Kumar	
2	S. Amarnath	
3	K. Dharun	
4	B. Insathullah	
5	S. Kalishvaran	
6	S. Kanimozhi	
7	S. Karthik	
8	V. Karthik	
9	R. Kishore Kumar	
10	S. Krithika	
11	K. Meena Kumari	
12	R. Musugasaj	
13	K. Nithya	
14	I. Parithsa	
15	S. Permani	
16	R. Preethi	
17	G. Santhesh	
18	P. Santhosh	
19	P. Santha Singh	
20	S. Sowmiya	
21	U.R. Umakanth	
22	M. Vijay Chandran	
23	V. Vivek	
24	K. Yuvraj	
25	G. Archana	

Attendance Particulars													
Roll No.	Name	Date	5	6	12	13	19	22	26	27	3	9	
		Month	7	7	7	7	7	7	7	7	8	8	
		Period	4	4	4	4	4	2	4	4	4	4	
26	K. Manivannan	a			/	/	/	/	/	/	/	/	
27	S. Sivasankar	/	R	a	/	/	/	/	/	/	/	/	
28	G. Srinivasan	/	A	a	/	/	a	/	/	/	/	/	
29			M										
30			Z										
31	Present	26	A	15	22	25	27	27	27	27	27	28	
32	Absent	02	N	13	06	03	01	01	01	01	01	-	
33	Staff Signature	B		B	B	B	B	B	B	B	B	B	
34													
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Roll No.	11	16	17	23	24	30	2	6	7	13	
	8	8	8	8	8	8	9	9	9	9	
	5	4	4	4	4	4	4	4	4	4	
26	/	/	C	/	/	/	/	/	/	B	
27	/	/	C	/	/	/	/	/	/	A	
28	/	/	M	a	/	a	/	/	/	K	
29										R	
30										I	
31	28	26		26	25	25	25	25	25	D	
32	-	02		02	03	03	03	03	03		
33	B	B		B	B	B	B	B	B	B	
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Attendance and Assessment Record

Name of the Staff : B. BARAN KUMAR Dept MGT. STUDIES

Name of the Subject : TSP (APTITUDE) Code -

Branch : III MECHANICAL

Semester : V Year III

Date of Commencement : 01/07/2016 Last Working Day 01/10/2016

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	10	40%	✓
End of the Second Month	08	08	40%	✓
End of the Third Month	08	08	20%	✓
End of the Fourth Month				

PRINCIPAL

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
1	Ajeeth Kumar. C	
2	Ajeeth Kumar. E	
3	AKbar Ali. I	
4	Akilan Amigearaj. H.A	
5	Alogasamy. V	
6	Aldert Gerald. F	
7	Ananthan. A	
8	Anbazhagan. J	
9	Amuth Raj. A	
10	Aravindan. M.	
11	Ariva Bhagen. R	
12	Arun. A	
13	Arun. K.S	
14	Adunachalam. S	
15	Arwin. D	
16	Avinash. S	
17	Beigavaramoorthy. A	
18	Belaji. A	
19	Belaji. M	
20	Belaji. R	
21	Belaji. R	
22	Belasubramanian. S	
23	Belavignesh. B	
24	Bhaskar. M	
25	Devan. M	

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
26	Sathish Kumar. B	
27	Sheikhabdulla. A	
28	Stephen Raj. D	
29	Subash. K	
30	Sudya. L	
31	Sudya. L	
32	Sudya. N	
33	Tamil Mathes. N	
34	Thiruvadasan. R	
35	Thomas Anthony. Sany	
36	veera. M. Sany	
37	velusamy. L	
38	vengadesh. L	
39	vengadesh. S	
40	veer vendhan. M	
41	vignesh. M	
42	vignesh. N	
43	vignesh. R	
44	vigneshan. A	
45	Vinikh. R	
46	Vinodhagan. V	
47	Vinath. A	
48	Vinokh Kumar. S	
49	Vinath Raja. R	
50	Barakaprice	

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
51	Baein Lade. M	
52	Chinnabhembi. P	
53	Dinesh. J	
54	Kamesh. R	
55	Kabbick. E	
56	Kabbick. S	
57	Kabbick. S	
58	Kabbikayan. G	
59	Kabbick Royce. Z	
60	Maheswadeen. V	
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Attendance and Assessment Record

Name of the Staff : B. BARAN KUMAR Dept MOUNT STUDIES

Name of the Subject : TRP CAPTIVITY Code -

Branch : III MECHANICAL

Semester : V Year IV

Date of Commencement : 01/07/2016 Last Working Day 01/10/2016

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	10	40%	82
End of the Second Month	08	08	40%	82
End of the Third Month	08	08	80%	82
End of the Fourth Month				

Portion completed
B. Baran Kumar

PRINCIPAL

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	Duseimubayan. D		
2	Elaguabhadrahi. K		
3	Ezhiladasan. K		
4	Oranatham. P		
5	Orunaseelan. M		
6	Harikaran. S		
7	Jegadeesan. M		
8	Jee Vignesh. E		
9	Jalaludeen. H		
10	John paulkash. P		
11	Sothi Batu. S		
12	Kalai Selvan. V		
13	Karthick. K (28/11/96)		
14	Karthick. K (12/5/1997)		
15	Karthick Raja. R		
16	Karthiravan. A		
17	Kaviyadasan. N		
18	Kishore Kumar. A		
19	Kumaraavel. G		
20	Kubaladasan. G		
21	Lokesh. G		
22	Mahabhar Marbob. A		
23	Manikandan		
24	Manimaran. R		
25	Mohamed Manifa. T		

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
26	Mohamed yasar	Asaf	
27	Mukilan.	A	
28	Murugan.	A	
29	Nasendran.	M	
30	Navaneetha Krishnan.		
31	Nirmal Raj.	K	
32	partha sathya.	A	
33	poovenn.	M	
34	pravin kumar.	V	
35	pushpanathan.	K	
36	Raja kumaran.	R.	
37	Rajan.	B	
38	Rajesh.	K	
39	Rajkumar.	R	
40	Ramagopal.	K	
41	Ram Kumar.	A	
42	Ram Kumar.	M	
43	Subashinathan.	R	
44	Santhosh.	S	
45	Sathya.	S	
46	Sathis.	T	
47	Sathish Kumar.	G	
48	Sathish Kumar.	R	
49	Maniandan.	R	
50	Mohamed Imran.		

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
51	Naveen . S	
52	Radhakrishnan . S	
53	Rajaji . G	
54	Raj Kumar . M	
55	Sathish Kumar . S	
56	Sathish Kumar Kalai	
57	Udhaya Krishnan . S	
58	Vengateshwaran . R	
59	Rajmudugan . K	
60	Arubaseen . C	
61	Deepraj . S	
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DEPARTMENT OF TRAINING AND PLACEMENT

ACADEMIC YEAR 2016-2017

ADD ON PROGRAM REPORT

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL FINAL YEARS / ODD (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 442

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU
APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

The department of training and placement is conducting Soft skills and Aptitude training sessions as a separate Certificate Program along with the regular academic schedules of every semester for all the students of II, III and IV Year. The aim of the program is to enhance the students' potential to match with the industry requirements in interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, analytical abilities and etc. A separate syllabus and course plan is prepared and distributed branch wise for both ODD and EVEN semester.

For the Academic year 2016-2017 Soft skills and quantitative aptitude sessions were handled as per the syllabus framed by the T&P department. Thirty hours of training material to the II, III and final year students are well prepared to enrich the students' potential on communication skills, interpersonal ability, problem solving skills and analytical ability. Intensive class room activities and home work are given to improve the students' employability skills. A well prepared quantitative aptitude exercises given to the students on various topics such as data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest and age problems.

Additionally, the final year students will undergo a week-long intensive training program on aptitude, soft skills, and technical skills as well as campus interviews. Efforts are made to ensure that students join the companies in time to benefit both the company and the students.

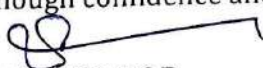
ASSESSMENT PROCEDURE

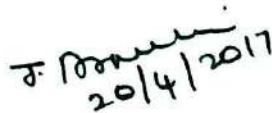
- Frequent Assessment tests are conducted on communication skills, body language and interview skills
- Mock Interview and Group discussion are conducted for the final year students
- Quantitative aptitude test conducted on various topics data interpretation, percentage, number series, arithmetic aptitude, profit and loss, simple and compound interest and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.


VP/HEAD-T&P


20/4/2017
PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS – IV YEAR (Eight Semesters)

1. Interview Skills**4**

A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.

2. Group Discussion**4**

Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in A GD.

3. Etiquette and Manners**2**

Etiquette – Introduction, Classification. Manner – Introduction practicing good manners, Professional manners – Corporate grooming tips.

Total Periods: 10

A handwritten signature in blue ink, appearing to read 'B. Srinivas'.

STAFF INCHARGE

A large, stylized signature in green ink, possibly reading 'H. J.' or similar.

A handwritten signature in blue ink, appearing to read 'B. Srinivas'.

HOD/T&P



SYLLABUS

QUANTITATIVE APTITUDE – IV YEAR (Eighth Semester)

Problems on numbers - Introduction, types of numbers , test of divisibility – numbers based company question papers 2

Problems on age – Introduction, types of forward and backward problems on age 2

Seating Arrangement – Definition and conditions of seating arrangements – Circular arrangements based company question paper 2

Reasoning – Introduction, types of reasoning, reasoning based company question paper 2

Data Interpretation – Definition, Tabulation, Bar diagram, Line diagram, Pie diagram 2

Total Periods: 10

P. An-
P. An-
STAFF INCHARGE

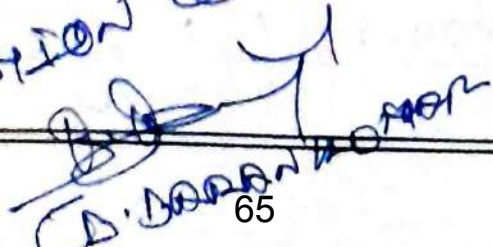
[Handwritten signature in green ink]

For 13.8.11
HOD/T&P 23/11

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept T&P
 Name of the Subject : Soft skills Code _____
 Branch : civil
 Semester : III (O.D) Year IV (2018-19)
 Date of Commencement : 01.7.18 Last Working Day 1.10.18

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	SS:-04 AP:-04	03 03	30 30	 06/08/18
End of the Second Month	SS:-02 AP:-05	02 05	30% 50% [80%]	 09/09/18
End of the Third Month	SS:-06 AP:-03	06 03	40% [60%] 80% [100%]	 07/10/18
End of the Fourth Month				

PORTION COMPLETED

 B. Suresh Babu

PRINCIPAL

B. SUBASH BABU
SOFT SKILL

Attendance Particulars												
Roll No	Name	Date	7	14	21	28	5	12	19	26	3	10
		Month	7	14	21	28	5	12	19	26	3	10
		Period	3	3	3	1	3	3	3	2	3	3
1	Abdur Rahim . M		a	a	1			1	1	2	1	1
2	Ajith kumar . R		a	a	1			1	1	1	1	1
3	Anupriya . K		a	1	1			1	OP	1	a	1
4	Anwar Basha . M		a	1	1			1	1	1	1	1
5	Aravindan . N		1	1	1			1	1	1	a	1
6	Aravinthan . N		1	a	1			OP	1	OP	a	1
7	Ashok sabapathy . A		1	1	1			1	1	a	1	1
8	Attvani . G		1	a	1			1	1	1	1	1
9	chandru . G		1	1	1			1	1	1	1	1
10	chathurang singha . T		1	1	1			OP	1	a	1	1
11	Dinesh . R		1	1	1			a	OP	1	1	1
12	Dirya . S		1	1	1			1	1	1	1	1
13	Gayathri . S		1	1	1			1	1	1	1	1
14	Gunashree . S		1	1	1			1	1	1	1	1
15	Hari prakash . P		1	1	1			1	1	a	a	1
16	Jayasurya . P		1	1	1			1	1	1	1	1
17	Kalarithi . S		1	a	1			1	1	a	1	1
18	Karthika . L		1	1	1			1	OP	1	1	1
19	Kaushik raj . A . P		1	1	1			1	1	1	1	1
20	Keerthana . K		1	1	1			OP	1	a	1	1
21	Keerthana . P . S		1	1	1			1	1	a	1	1
22	Leo Mathan . P		a	1	1			a	1	1	1	1
23	Maheswari . M		1	1	1			OP	1	1	1	1
24	Mani Ragavendran . S		1	1	1			a	1	a	1	1
25	Marikkannu . K		a	a	a			1	1	a	a	1

B. BARAN KOMAR
APTITUDE

Roll No		5	12	19	26	2	9	16	23	30	6
		7	7	7	7	8	8	8	8	8	9
		8	8	8	8	8	8	8	8	8	8
1		A	A	1		A	A	1	1	1	1
2		1	A	1		A	A	1	1	1	1
3		1	1	1		1	1	1	1	1	1
4		1	A	1		1	1	A	1	1	1
5		1	1	1		1	1	1	1	1	1
6		A	A	A		1	1	1	OP	1	A
7		1	1	1		1	1	1	1	1	1
8		A	A	1		A	1	A	1	A	A
9		1	1	1		1	1	A	1	1	1
10		1	1	1		2	1	A	1	1	A
11		1	A	1		2	A	A	1	1	1
12		1	1	1		1	1	1	1	1	1
13		1	1	1		1	1	1	1	1	1
14		1	1	1		1	1	1	1	1	1
15		1	1	1		1	1	1	1	1	1
16		1	1	1		1	1	A	1	1	1
17		A	A	1		2	A	A	A	1	1
18		1	1	1		1	1	1	1	1	1
19		1	A	1		1	1	A	1	1	1
20		1	1	1		A	1	1	1	1	1
21		1	1	1		1	1	1	1	1	1
22		1	1	1		1	1	1	1	1	1
23		1	1	1		1	1	1	1	1	1
24		1	A	1		1	1	1	1	1	1
25		A	A	A		A	A	A	A	A	A

Attendance Particulars

Roll No.	Name	Date	7	M	21	28	4	18	15	22	27	27
		Month	7	7	7	7	8	8	9	9	9	9
		Period	3	3	3		3	3	3	3	2	3
26	Mohan Raj. N.		1	1	1			1	1	1	2	3
27	Nivetha Lakshmi. K		1	1	1			08	1	1	1	1
28	Pragadeesh. S		1	1	1			08	08	2	1	1
29	Pradeeswar. B		1	1	1			1	1	1	1	1
30	Preethi. T		1	1	1		2	1	1	1	1	1
31	Pritya. M		1	1	1		1	08	1	1	1	1
32	Purith Gokul. N		2	1	1		6	2	1	2	1	1
33	Ragavi. M		1	1	1		5	08	1	1	1	1
34	Raghul. R		1	2	1	4	4	1	2	1	2	1
35	Rahul. M		2	2	2	5	6	08	1	2	2	1
36	Rajarethinam. T. B		2	2	2	5		2	1	1	1	1
37	Ramprakash. B		1	1	1	6	6	2	1	2	2	1
38	Ramprakash. L		1	1	1	6	7	2	08	6	1	1
39	Ranjitha. S		1	1	1	6	4	1	1	1	2	1
40	Renistan. S		2	1	1	7	7	2	1	2	1	1
41	Sachin kumar. V		1	1	1			1	1	1	1	1
42	Sakthivel. A		2	2	1	6	5	1	1	1	1	1
43	Santhosh. S		2	2	1	5	4	2	1	2	2	1
44	Saranya. P		1	1	1	6	5	1	1	1	1	1
45	Sathish kumar. T		1	1	1	5	5	08	1	1	1	1
46	Sathiyaraj. R		1	1	1	5	2	1	2	1	1	1
47	Savithashree. V. G		1	1	1			1	1	1	1	1
48	Soundarya. P		1	1	1			1	1	1	1	1
49	Sowmiya. R		1	1	1			1	1	1	1	1
50	Suhasini. T		1	1	1				1	1	1	1

APTITUDE

Roll No.	5	12	19	26	29	16	23	30	6
	7	7	7	7	8	8	8	8	8
	8	8	8	8	8	8	8	8	8
26	1	2	1		1	1	1	2	A
27	1	1	1		1	1	1	1	1
28	1	1	1		A	1	1	A	A
29	1	1	1		1	1	1	1	1
30	1	1	1		1	1	1	1	1
31	1	1	1		1	1	A	1	1
32	1	1	1		1	1	1	1	1
33	1	1	1		1	1	1	1	1
34	1	A	1	2	1	A	1	1	1
35	A	2	1	2	A	1	1	1	1
36	1	A	1	2	A	A	A	1	A
37	1	A	1	1	1	1	1	1	1
38	1	1	A		1	1	1	1	1
39	1	1	1	1	A	1	1	1	1
40	1	A	1	1	1	1	A	1	1
41	1	1	1	2	1	1	A	1	1
42	1	A	1		1	1	A	1	A
43	1	A	1		1	1	A	A	1
44	1	1	1		1	1	1	1	1
45	1	A	1		1	1	1	1	A
46	1	1	1		1	1	A	A	1
47	1	1	1		1	1	1	1	1
48	1	1	1		1	1	1	1	1
49	1	1	1		1	1	1	1	1
50	1	1	1		1	1	1	1	1

Attendance Particulars									
Roll No.	Name	Date							
		Month							
		Period							
51	Sumeha. P.S	7	14	21	28	4	18	15	22
52	Swathi. K	7	7	7	7	8	8	9	9
53	Tamilselvan. B	3	3	3		3	3	3	9
54	Venmukilan. K	1	1	1			1	1	1
55	Vignesh. A.J	1	1	1			1	1	1
56	Vignesh Raja. N	1	1	1			1	1	1
57	Vijay. N	1	1	1			1	1	1
58	Visagai. P	1	1	1			1	1	1
59	Anbalagan. M	1	1	1			1	1	1
60	Purai Thamilan. D	1	1	1			1	1	1
61	Gunaseelan. R	1	1	1			1	1	1
62	Kathiresan. G	1	1	1			1	1	1
63	Priyadharshini. E	1	1	1			1	1	1
64	Ranjith Kumar. M	1	1	1			1	1	1
65	Senthamarai Selvam. A	1	1	1			1	1	1
66	Umamaheshwari. R	1	1	1			1	1	1
67	Vignesh. V	1	1	1			1	1	1
68	Rajmohan. K.	1	1	1			1	1	1
69									
70									
71									
72									
73									
74									
75									
No. of Students		Present	53	51	65		60	64	50
		Absent	15	17	03		08	04	14
		Staff Signature	PV	M	B		N	N	N

APTITUDE:-									
Roll No.									
51	5	12	14	26	2	9	16	23	30
52	7	7	7	7	8	8	8	8	9
53	8	8	8	8	8	8	8	8	8
54	1	1	1	1	1	1	1	1	1
55	1	1	1	1	1	1	1	1	1
56	1	1	1	1	1	1	1	1	1
57	1	1	1	1	1	1	1	1	1
58	1	1	1	1	1	1	1	1	1
59	1	1	1	1	1	1	1	1	1
60	1	1	1	1	1	1	1	1	1
61	1	1	1	1	1	1	1	1	1
62	1	1	1	1	1	1	1	1	1
63	1	1	1	1	1	1	1	1	1
64	1	1	1	1	1	1	1	1	1
65	1	1	1	1	1	1	1	1	1
66	1	1	1	1	1	1	1	1	1
67	1	1	1	1	1	1	1	1	1
68	1	1	1	1	1	1	1	1	1
69									
70									
71									
72									
73									
74									
75									
Pr	50	43	65	56	57	57	52	60	62
Ab	9	25	3	12	11	12	16	8	6
Sig									

Attendance and Assessment Record

Name of the Staff : K. Subhaikar Dept T & P
 Name of the Subject : Soft Skills Code —
 Branch : IV CSE
 Semester : VII Year IV
 Date of Commencement : 01/07/16 Last Working Day 27/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
SS End of the First Month	06	04	50%	S S 6/8
Apti	04	04	40%	
SS End of the Second Month	04	04	40%	S S 3/4
Aptitude	04	04	40%	
SS End of the Third Month	04	04	100%	S S 7/10
Aptitude	02	02	20%	
End of the Fourth Month				

Portions covered

27/9/2019

Soft Skills

PRINCIPAL

Attendance Particulars										Soft Skills	
Roll No.	Name	Date	01	8	15	22	29	05	12	19	
		Month	07	07	07	07	07	08	08	08	
		Period	4	4	4	4	4	4	4	4	
1	ABDUL RAHMAN M.A		/	/	/		/	/	/	OD	
2	ABDUL SALAM A		/	/	a		/	/	/	a	
3	ABDUR RAHMAN M.		/	a	a	G	/	/	/	a	
4	ABINAYA M.		/	a	/	U	/	/	/	/	
5	ABIVARMAN R.		/	/	a	E	/	/	OD	OD	
6	AJITHKUMAR V		ab	a	/	S	/	/	/	a	
7	AKSHAYA N		/	/	/	T	/	/	/	OD	
8	ANBU VENKATESH K		ab	a	a		/	/	/	a	
9	ANUVIDHYA R.		/	/	/	L	/	/	/	/	
10	ARAVINDHAN S		/	a	/	E	/	/	/	a	
11	ARAVIND RAJA K.		/	a	/	C	/	/	/	a	
12	ARTH S		ab	/	/	T	/	/	/	/	
13	ARUNKUMAR K.		/	a	/	U	/	/	/	OD	
14	ATHEELA K.		/	a	/	R	/	/	a	OD	
15	BACKIA R.		/	a	/	E	/	/	/	/	
16	BALAMURUGAN A.		/	a	/		a	/	/	OD	
17	BEULAH K.		/	a	/		/	a	/	/	
18	BHUVANESWARI K.R.		/	/	/		/	/	/	/	
19	DIVYA RANI R.		/	/	/		/	/	/	/	
20	ELAKKIYA D.		/	a	/		/	/	/	/	
21	ELAKKIYA M.		/	a	/		/	/	/	/	
22	ESWAR S		/	/	/		/	/	/	a	
23	EUGEN A		/	/	/		/	/	/	/	
24	GAYATHRI J		/	/	/		/	/	/	OD	
25	INDHU R.		/	/	/		/	/	/	a	

2

Aptitude						
Roll No.	4	11	18	25	1	8
	7	7	7	7	8	8
	8	8	8	8	8	8
1	/	a	/	/	/	a
2	/	/	a	/	/	/
3	/	a	a	/	/	/
4	/	a	/	/	/	a
5	/	/	a	OD	OD	/
6	/	a	a	/	/	/
7	/	a	/	/	/	/
8	/	a	a	/	/	/
9	/	/	/	/	/	/
10	/	/	/	/	/	/
11	/	/	/	/	/	/
12	/	/	/	/	a	/
13	/	/	/	/	/	a
14	/	/	OD	/	/	a
15	/	/	OD	/	a	/
16	/	a	/	/	/	a
17	/	/	/	/	/	/
18	/	/	/	/	/	/
19	/	/	/	/	/	a
20	/	a	/	a	a	/
21	/	a	/	/	/	/
22	/	/	/	/	/	/
23	/	/	/	/	/	/
24	/	/	/	/	/	/
25	/	/	/	/	/	/

4

Attendance Particulars

Roll No	Name	Date	01	05	15	22	29	05	12	19	26	02
			07	07	07	07	07	08	08	08	08	09
			4	4	4	4	4	4	4	4	4	4
26	ISHWARYA	R	/	a	/		/	/	/	/	/	/
27	KANMANI	S	/	/	/		/	/	a	/	/	a
28	KARTHIKA	P	/	/	/	a	/	/	/	a	/	a
29	KARTHIKEYAN	K	/	a	a	U	/	/	a	a	/	a
30	LAKSHMI PRIYA	R	/	/	/	E	/	/	/	/	/	/
31	MAHALAKSHMI	A	/	/	/	S	/	/	/	/	/	/
32	MAHALAKSHMI	M	a	b	a	/	T	/	a	/	OD	/
33	MARUTHARASI	L	/	/	/		/	/	/	/	/	/
34	MOHAMED RISWAN	J	/	a	/	L	/	/	/	OD	/	OD
35	MOHAMED SHIRAJUDEENA	/	a	/	/	E	/	/	/	OD	/	OD
36	MONIKA	A	/	/	/	C	/	/	/	/	/	/
37	NAVEEN BABU	R	a	a	a	T	/	/	/	a	/	/
38	NAVIN	C	/	a	/	U	/	/	/	a	/	a
39	NIVETHA	D	a	a	/	R	/	/	/	/	/	/
40	PRIYANKA	S	a	/	/	E	/	/	a	/	/	a
41	RADHALAKSHMI	R.M.	/	/	/		/	/	/	OD	/	/
42	RAJKUMAR	D	/	a	a		/	/	/	a	/	a
43	RAVEENA	K.M.	/	/	/		/	/	/	/	/	/
44	SAIRREENA	V.J.	/	/	/		/	/	/	/	/	/
45	SANDHIYA	D	/	/	/		/	/	/	/	/	/
46	SARANYA	C	/	/	/		/	/	/	a	/	/
47	SARANYA	T	a	a	/		/	/	a	/	/	/
48	SARATHICUMAR	S	/	a	/		/	/	/	OD	/	/
49	SARAVANAN	S	/	a	a		/	/	/	OD	/	/
50	SHAKTHI PRIYADARSHINI	S	/	/	a		/	/	/	a	/	/

Roll No		09	20	27
		09	09	09
		4	4	4
26	/	/	a	
27	/	/	a	
28	/	/	/	
29	OD	/	/	
30	OD	/	a	
31	/	/	/	
32	OD	/	/	
33	/	OD	a	
34	OD	OD	/	
35	OD	OD	a	
36	/	OD	/	
37	/	a	a	
38	/	/	a	
39	/	a	a	
40	/	/	/	
41	/	/	/	
42	/	/	/	
43	/	/	/	
44	/	/	/	
45	/	/	/	
46	/	/	/	
47	/	/	/	
48	/	/	a	
49	OD	a	/	
50	/	/	/	

Attendance Particulars												
Roll No.	Name	Date	01	08	15	22	29	05	12	19	26	02
			07	07	07	07	07	08	08	08	08	09
			Period									
51	SHARMILA	-R	1	1	1		1	1	1	a	1	a
52	SIVA RAM	-R	1	a	a	a	1	1	1	00	a	1
53	GOURNA LAKSHMI	-P	1	1	1	0	1	1	1	a	1	1
54	SUBASHINI	-R	1	1	1	E	1	1	1	1	1	1
55	SURANYAA	-C	a	1	1	S	1	1	1	1	1	1
56	SURENDER	-K.V	1	a	a	T	1	1	1	00	1	1
57	SWATHI	-A	1	1	1	L	1	1	1	a	1	a
58	UMA MAHESWAR I.	-S	1	1	1	E	1	1	1	a	1	1
59	VAISHALI	-P	1	a	1	C	1	1	1	1	1	1
60	VELU SAMY	-M	1	a	a	T	1	1	1	a	1	1
61	VINNESH	-B	1	a	a	0	1	1	1	00	1	1
62	YOGESHWARI	-B	a	1	1	RE	1	1	1	a	1	a
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	52	32	49	-	61	60	57	39	60	49
		Absent	10	30	13	-	01	02	05	23	02	13
		Staff Signature	[Signature]									

Roll No.	092322		
	090909		
	444		
51	/ / /		
52	00 / /		
53	/ / /		
54	/ / /		
55	/ / /		
56	/ a /		
57	/ / a		
58	/ / a		
59	/ / /		
60	/ / a		
61	/ a /		
62	/ / /		
63			
64			
65			
66			
67			
68			
69			
70			
71			
72			
73			
74			
75			
Pr	60534		
Ab	090921		
Sig.	<i>[Signature]</i>		

Attendance and Assessment Record

Name of the Staff : A. Sudhakar, P. Suganya Dept T & P
 Name of the Subject : Softskills, Aptitude Code _____
 Branch : ECE 'A'
 Semester : VII Year IV
 Date of Commencement : 01/07/16 Last Working Day 27/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month <i>SS</i> <i>Apti</i>	<i>4</i> <i>4</i>	<i>4</i> <i>4</i>	<i>40%</i> <i>40%</i>	<i>J. Nani</i> <i>8/8/16</i>
End of the Second Month <i>SS</i> <i>Aptitude</i>	<i>5</i> <i>3</i>	<i>5</i> <i>3</i>	<i>50%</i> <i>30%</i>	<i>J. Nani</i> <i>8/9/16</i>
End of the Third Month	<i>03</i> <i>03</i>	<i>02</i> <i>02</i>	<i>100%</i> <i>100%</i>	<i>J. Nani</i> <i>8/11/16</i>
End of the Fourth Month				

Portions covered
8/11/16

PRINCIPAL

Soft Skills

Attendance Particulars												
Roll No.	Name	Date	05	12	19	26	02	09	16	23	30	06
		Month	07	07	07	07	08	08	08	08	08	09
		Period	7	7	7	7	7	7	7	7	7	7
1	S. Aarthi		/	/	/	/	a	/	/	/	/	/
2	R. Abarnasei		/	/	/	/	/	/	a	/	/	/
3	A. Abinavi		/	/	/	/	/	/	/	/	/	/
4	A. Abinaya		/	/	/	/	/	a	/	/	/	/
5	S. Abirami		/	/	/	/	/	/	a	/	/	/
6	A. Agasthiya		/	/	/	/	/	/	/	/	/	/
7	V. Ajeeth Kumar		/	/	/	/	/	a	/	/	/	/
8	N. Akalya		/	a	/	/	/	/	/	/	/	/
9	A. Akshaya		/	/	/	/	/	/	a	/	/	/
10	S. Anitha		/	/	/	/	/	/	/	/	/	/
11	A. Annalakshmi		/	/	/	/	/	/	/	/	/	/
12	M. Anu Rathika		a	/	/	/	/	/	/	a	/	/
13	A. Anusha		/	/	/	/	/	/	/	/	/	/
14	K. Aravind		/	/	/	/	/	/	/	/	/	/
15	R. Aravinth		/	a	/	/	/	/	/	a	/	/
16	A. Aravinth		a	a	/	/	a	/	/	/	a	/
17	R. Aravinth		a	/	/	/	/	/	/	a	/	/
18	x. Arokia Ajith Leo		/	/	/	/	/	/	a	/	/	/
19	A. Arthi		/	a	a	/	/	/	a	a	/	/
20	G. Arun Kumar		/	/	/	/	/	/	/	/	a	/
21	V. Arun Kumar		/	a	a	/	a	/	/	/	/	/
22	J. Ashiya Begum		a	/	/	/	/	/	/	/	/	/
23	M. Ashvitha		/	/	/	/	/	/	/	/	/	/
24	G. Bangari		/	/	/	/	/	/	/	/	/	/
25	S. Bashirunnisha		a	a	/	/	/	/	/	/	/	/

Roll No.	29	09	7
1	/		
2	/		
3	/		
4	/		
5	/		
6	/		
7	/		
8	/		
9	/		
10	/		
11	/		
12	/		
13	/		
14	/		
15	a		
16	a		
17	a		
18	/		
19	a		
20	/		
21	a		
22	a		
23	/		
24	/		
25	a		

Attendance Particulars

Roll No.	Name	Date	05	12	19	26	02	09	16	23	30	06
		Month	07	07	07	08	08	08	08	08	08	09
		Period	7	7	7	7	7	7	7	7	7	07
26	S. Bavatharani		/	/	/	/	/	/	/	/	/	/
27	S. Beeshman		/	a	/	/	/	/	/	/	/	/
28	A. Benita		/	/	/	/	/	/	/	/	/	/
29	C. Chandamala		/	/	/	/	/	/	/	/	/	/
30	S. Chanthiya		/	/	/	/	/	a	/	/	/	/
31	L. Deepika		/	/	/	/	/	/	/	/	/	/
32	M. Dharani		/	/	/	/	/	/	/	/	/	/
33	P. Durgadevi		/	/	/	/	a	/	/	a	/	/
34	M. Elamathi		/	/	/	/	/	/	/	/	/	/
35	T. Esther Thanisha		/	/	/	/	/	/	/	/	/	/
36	N. Faridha Naseen		/	/	/	/	/	/	/	/	/	/
37	A. Gayathri		a	a	a	a	a	a	a	a	a	a
38	A. Gowthaman		/	/	a	/	/	/	/	/	/	/
39	S. Gunaseelan		/	a	/	/	a	/	/	/	/	/
40	P. Hari Priya		/	/	/	/	/	/	/	/	/	/
41	R. Hasika Priya		/	/	/	/	/	/	/	/	/	/
42	R. Hemalatha		/	/	/	/	/	/	/	/	/	/
43	B. Ishwarya		/	/	/	/	/	/	/	/	/	/
44	K. Jasmine		a	/	/	/	/	/	/	/	/	/
45	M. Jayalakshmi		/	/	/	/	/	/	/	/	/	/
46	M. Jeeva		/	/	/	/	/	/	/	/	/	/
47	R. Kalaiyarsasi		/	/	/	/	/	/	/	/	a	/
48	R. Kasthika		/	/	a	/	/	/	/	/	a	/
49	S. Kaveri		/	/	/	/	/	a	/	/	/	/
50	R. Kavitha		/	/	/	/	/	/	/	/	/	/

Roll No.	28											
26	a											
27	a											
28	/											
29	/											
30	a											
31	/											
32	/											
33	a											
34	/											
35	a											
36	/											
37	a											
38	a											
39	a											
40	/											
41	/											
42	/											
43	/											
44	/											
45	/											
46	/											
47	/											
48	a											
49	/											
50	/											

Attendance Particulars												
Roll No.	Name	Date	05	12	19	26	02	09	16	23	30	06
		Month	07	07	07	07	08	08	08	08	08	09
		Period	7	7	7	7	7	7	7	7	7	07
51	B. Kiruthika		/	/	/	/	/	/	/	/	/	/
52	G. K. Kishore		/	/	/	/	/	/	a	/	/	/
53	S. Kaishnaveni		/	/	a	/	/	/	/	/	/	/
54	G. Lavanya		/	/	a	a	/	/	/	/	/	/
55	P. Lavanya		/	/	/	/	/	/	/	a	/	/
56	M. Madhuranthi		/	/	/	/	/	/	/	/	/	/
57	T. Aravind		/	a	/	/	a	/	/	/	/	/
58	G. Ramkumar		/	a	a	a	a	/	/	/	/	/
59	P. Shanmuga Priya		/	/	/	/	/	/	/	/	/	/
60	K. Vignesh		/	a	/	a	a	/	/	/	/	/
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	54	48	53	46	53	55	58	58	54	59
		Absent	06	12	07	04	07	05	07	06	06	01
		Staff Signature	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07	4/1/07

Roll No.	27
51	/
52	/
53	/
54	a
55	/
56	a
57	a
58	a
59	/
60	a
61	
62	
63	
64	
65	
66	
67	
68	
69	
70	
71	
72	
73	
74	
75	
Pr	4/1/07
Ab	2/1/07
Sig.	4/1/07

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu, P. Suganya Dept T&P

Name of the Subject : Soft Skills, Aptitude Code _____

Branch : ECE 'B'

Semester : VII Year IV

Date of Commencement : 01/07/16 Last Working Day 1.10.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
SS End of the First Month Aptitude	3 3	3 3	30% 30%	J. Moni 8/8/16
SS End of the Second Month Aptitude	5 5	3 3	30% 30%	J. Moni 8/9/16
SS End of the Third Month Aptitude	4 4	3 4	40% 40%	J. Moni 8/11/16
End of the Fourth Month				

PRINCIPAL

Soft Skills

Attendance Particulars												
Roll No.	Name	Date	6	13	20	27	17	24	31	7	14	21
		Month	7	7	7	7	8	8	8	9	9	9
		Period	6	6	6	6	6	6	6	6	6	6
1	J. Maha Nandhini			1	a	1	1	1	1	1	1	
2	S. Mangala Nayaki			1	1	1	1	1	1	1	1	
3	D. Manikandan			1	a	1	1	1	1	1	1	
4	H. Manjulavani			a	a	1	1	a	a	1	1	
5	B. Maruthanayaki			1	1	1	1	1	a	1	1	
6	M. Nabiniya	R		1	1	1	1	1	1	1	1	
7	J. Nadimuthu	A		a	1	1	1	1	a	a	a	
8	G. Naganandhini	M		1	1	1	1	1	1	1	1	
9	R. Nisha	Z		1	a	1	1	1	1	1	1	W
10	R. Nivetha	A		1	1	1	1	1	1	1	1	E
11	S. Noorjahan	N		1	1	1	1	1	1	1	1	
12	K. Padma Priya			1	1	1	1	1	1	1	1	
13	E. Pavithra	H		1	1	1	1	1	1	1	1	E
14	S. Pavithra	O		1	1	1	1	1	1	1	1	R
15	R. Prabha	L		1	1	1	a	1	1	1	1	
16	S. Prabhakaran			1	R	1	1	1	a	a	a	H
17	M. Preethi	D		1	1	1	1	1	1	1	1	T
18	V. Preethika	A		a	1	1	1	1	1	a	a	O
19	S. Priyadarsini	Y		1	1	1	1	1	1	1	1	R
20	A. Priyadharshini			1	1	1	1	1	1	1	1	E
21	K. Priyadharshini			1	1	1	2	1	1	1	a	2
22	V. Priyanka			1	1	1	a	1	a	1	1	
23	M. Priyanka			1	1	1	1	1	a	1	1	
24	R. Priyanka			1	1	1	1	1	1	1	1	
25	U. Priyanka			1	1	1	1	1	a	1	1	

Roll No.	28	
1	1	
2	1	
3	1	
4	1	
5	1	
6	1	
7	1	
8	1	
9	1	
10	1	
11	1	
12	1	
13	1	
14	1	
15	1	
16	1	
17	1	
18	1	
19	1	
20	1	
21	1	
22	1	
23	1	
24	1	
25	1	

Attendance Particulars

Roll No.	Name	Date	6	13	20	27	17	24	31	7	14	21
		Month	7	7	7	7	8	8	9	9	9	9
		Period	6	6	6	6	6	6	6	6	6	6
26	V. Raja Gowri			1	1	1	1	1	1	1	1	1
27	V. Rajasajan			a	a	1	1	1	a	a	1	1
28	E. Rajasri			1	1	1	1	1	a	a	1	1
29	R. Rajeshwari			1	1	1	1	1	1	1	1	1
30	K. Ramya			1	a	1	1	1	1	1	1	1
31	K. Ranjith Kumar	R		1	1	a	1	a	a	a	1	1
32	P. Roshini	A		1	a	1	1	1	a	a	1	1
33	R. Salma Begum	M		1	1	1	1	1	1	a	a	1
34	S.B. Sangeetha	Z		1	1	1	1	1	1	1	1	1
35	K. Shalini	A		1	1	1	1	1	1	1	1	3
36	R. Shanmuga Priya	N		1	1	1	1	1	a	a	1	u
37	K. Shanmuga Priya			a	1	1	a	a	a	1	1	a
38	A. Sirashankar	H		a	a	a	1	1	a	a	a	3
39	S. Shobika	O		1	1	a	1	1	a	a	1	e
40	K. Shyamala	L		1	1	1	1	1	1	1	1	R
41	S. Sindhuja			1	1	1	1	1	1	1	1	1
42	S. Sirasanjani	D		1	1	1	1	1	1	1	1	u
43	A. Sridevi	A		1	1	1	1	1	1	1	1	u
44	K. Sriharinee	Y		1	1	1	1	1	1	1	1	0
45	A. Stephygraph			1	1	1	1	1	a	a	1	R
46	E. Subbaiah			u	1	1	1	1	a	a	1	e
47	R. Surutha			1	1	1	1	1	1	1	1	N
48	R. S. Susandhiya			1	1	1	1	1	a	1	1	1
49	P. Sushmitha			1	1	1	1	1	1	1	1	1
50	K. Sinami Prabakaran			1	1	1	1	1	1	1	1	1

Roll No.	28	9	6
26	1		
27	1		
28	1		
29	1		
30	1		
31	a		
32	1		
33	1		
34	1		
35	1		
36	1		
37	1		
38	a		
39	1		
40	1		
41	1		
42	1		
43	1		
44	1		
45	1		
46	1		
47	1		
48	1		
49	1		
50	1		

Attendance Particulars												
Roll No.	Name	Date	6	13	20	27	17	24	31	7	14	21
		Month	7	7	7	7	8	8	8	9	9	9
		Period	6	6	6	6	6	6	6	6	6	6
51	R. Swathi			1	1	1	1	1	1	1	a	
52	R. Velmusugan			1	1	1	1	1	a	a	1	
53	M. Vetri Selvi			a	1	1	1	1	a	1	1	
54	U. Vignesh			a	1	1	1	1	a	a	1	
55	M. Vignesh Pandian			a	1	1	1	1	a	a	a	
56	D. Vijay	R	a	1	a	1	1	1	1	a	a	
57	S. Vijay	A	a	1	a	1	1	1	1	1	a	
58	A. Vijayalakshmi	M	1	1	1	1	1	1	1	1	1	
59	R. Pothum Selvi	Z	1	1	1	1	1	1	a	a	1	
60	R. Deepika	A	1	1	1	1	1	1	1	1	a	
61	T. Navsath Begum	N	1	1	1	1	1	1	1	1	1	
62	K. Narvesh kumar		a	a	1	1	1	1	a	a	1	a
63	M. Madhan kumar	H	a	a	1	1	1	1	a	a	1	L
64	S. Vinoth kumar	O	1	1	1	1	a	1	a	a	a	T
65		L										V
66		I										E
67		D										R
68		A										
69		Y										U
70												O
71												O
72												R
73												E
74												Z
75												
No. of Students		Present	49	54	58	60	61	38	43	52		
		Absent	15	10	06	04	03	26	19	12		
		Staff Signature										

Roll No.	28
51	1
52	1
53	1
54	1
55	1
56	1
57	1
58	1
59	1
60	1
61	1
62	1
63	1
64	1
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66	
67	
68	
69	
70	
71	
72	
73	
74	
75	
Pr	59
Ab	05
Sig.	my

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu, P. Suganya Dept T & P
 Name of the Subject : Softskills, Aptitude Code _____
 Branch : IT
 Semester : VII Year IV
 Date of Commencement : 01/07/16 Last Working Day 1.10.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
SS End of the First Month	4	4	40%	
Aptitude	4	4	40%	
SS End of the Second Month	4	3	30%	
Aptitude	4	4	40%	
SS End of the Third Month	3	3	30%	
Aptitude	2	2	20%	
End of the Fourth Month				

PRINCIPAL

Soft Skills

Attendance Particulars												
Roll No.	Name	Date	04	07	18	25	1	8	29	12	19	26
		Month	07	07	7	7	8	8	8	9	9	9
		Period	7	8	8	8	8	8	8	8	8	8
1	S. Abinaya		1	1	1	1	1	1	1	1	1	1
2	S. Abinash		1	a	a	1	1	1	a	a	1	1
3	R. Abirami		1	1	a	1	1	1	1	1	1	1
4	A. Ajitha		1	1	1	1	1	1	1	1	1	1
5	R. Arul vaishnavi		a	a	a	1	1	1	1	1	1	1
6	R. Arulmozhi cholan		1	1	a	1	1	1	1	a	1	1
7	N. Basanika		a	a	1	1	1	1	1	1	a	1
8	S. Emmanuel Sujasmen		1	a	a	1	1	1	1	a	a	1
9	M. Ishwarya		1	a	1	1	1	1	1	1	1	1
10	J. Kaathika		1	1	1	1	1	1	1	a	1	1
11	P. Meerthy		1	a	1	1	1	a	1	c	1	1
12	M. Naveen Pradeep		1	1	a	1	1	1	a	a	a	a
13	R. Nivetha		1	1	1	1	1	1	1	1	1	1
14	V. Nivetha		a	a	a	1	1	1	1	1	1	1
15	R. Rajkumar		1	a	1	1	1	1	1	1	1	1
16	K. Samuel		1	a	1	1	1	1	1	1	1	1
17	E. Sangari		1	1	1	1	1	1	1	1	1	1
18	K. Sankari		1	a	1	1	1	a	1	1	a	1
19	R. Seerthi		1	1	1	1	1	1	1	1	1	1
20	A. Subha		1	1	1	a	1	1	1	1	1	1
21	M. Uma		1	1	1	1	1	1	1	1	1	1
22	P. Venkatraman		1	a	a	1	1	1	1	1	1	1
23	S. Veronica Mary		1	1	a	a	a	1	1	1	1	1
24	K. Yogalakshmi Bai		1	1	1	1	1	1	1	1	1	1
25	M. Malini		1	a	1	1	1	1	1	1	1	1

Attendance Particulars

Roll No.	Name	Date	04	07	18	25	1	8	29	12	19	23
		Month	07	07	7	7	8	8	8	9	9	9
		Period	8	8	8	8	8	8	8	8	8	8
26	R. Narendran		1	2	2	1	1	1	1	1	1	1
27												
28												
29												
30	Present		23	23	16	24	25	24	23	21	22	25
31	Absent		3	3	10	02	01	01	03	05	04	01
32	Staff Signature		R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran
33												
34												
35												
36												
37												



Department of Training & Placement

1.2.2 Add-On Course 2017-2018

S.No	Year	Page No.
1.	II YEAR ALL BRANCHES	1-14
2.	III YEAR ALL BRANCHES	15-33
3.	IV YEAR ALL BRANCHES	34-56



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2017-2018

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL SECOND YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 328

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

Training and placement department conducts soft skills training sessions separately from the regular academic schedule of every semester for all the students in the II, III, and IV years. This program aims to improve the students' ability to match with the industry's requirements in interpersonal and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem-solving skills, analytical abilities, etc. For both ODD and EVEN semesters, a separate syllabus and course plan are prepared and distributed to each branch.

As per the T&P department's syllabi for the academic year 2017-2018, soft skills sessions were conducted. Three hours of training material is provided to enhance the students' communication, interpersonal and problem-solving skills, as well as analytic ability for the II, III, and final year students. In the classroom, students participate in intensive activities and do home work to improve their employability skills. A well-prepared quantitative aptitude exercise is given to the students on various topics, such as data interpretation, percentages, number series, arithmetic aptitude, and more.

ASSESSMENT PROCEDURE

- The students are regularly assessed on communication skills, body language, and interview Skills.
- A mock interview and group discussion are conducted for those in their final year of study
- Quantitative aptitude test covering topics such as data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Gain a better understanding of their discipline's career prospects.
- The ability to understand and apply interview skills and group discussions.
- To be able to correctly answer the quantitative aptitude test.
- Understanding body language as a tool for self-development.

VP/HEAD-T&P

PRINCIPAL



SYLLABUS

SOFT SKILLS – II YEAR (Third Semester)

Introduction to soft skills & hard skills

Need for Soft Skills – Employability Skills – Need for Observation – Positive Attitude. 4

Break the ice berg – FEAR

Overcoming Fear 5 Life changing keys to overcome FEAR – Anglophobias. 4

Self Development – Etiquette & Manners

Become a Learner Cycle – Process of managing self

Etiquette – Classification of Etiquette – Personal, Business, Social, Dinner, Interview, Telephone interview, professional, work. 6

Manners – Exercise good manners, manners at wheel, in flight, professional manners & Social Manners.

Resume Building

Difference between Bio – data, CV, Resume – CV writing tips – Dos & Don'ts in CV writing – Designs of CV – Content, Sequence – Electronic CV tips – Cover letter – CV samples. 6

Book for Reference:

Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

I just Love my Job – Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto
Library

B. Sharma
STAFF INCHARGE

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VP/HOD

*Verified
26/10/2015*



**DEPARTMENT OF TRAINING & PLACEMENT
ACADEMIC YEAR 2017-18/EVEN SEMESTER
COMPETENCY DEVELOPMENT CLASS (CDC)**

SEM / YEAR: II/ III

Ex.No.	UNIT	CONTENT	PERIOD
1	UNIT I	Parts of Speech	2
2		Tenses Practice	1
3	UNIT II	Synonyms and Antonyms	1
4		Exercise for Synonyms and Antonyms	1
5	UNIT III	Idioms Practice test	2
6		Making Sentences with different forms	1
7	UNIT IV	Spot the error exercise	1
8		Gap Filler exercise	1
9	UNIT V	Reading Comprehension	1
10		Phrasal Verbs	1
TOTAL			12


Dept. Coordinator


Head/T&P


20/6/17
PRINCIPAL

Attendance and Assessment Record

Name of the Staff : J. SUDHAKAR Dept TSP
 Name of the Subject : Soft Skills Code —
 Branch : II ECE
 Semester : III Year II
 Date of Commencement : 01/07/2016 Last Working Day 22/09/2016

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	07	35%	J. Monu 6/8/16
End of the Second Month	08	06	30%	J. Monu 9/9/16
End of the Third Month	06	05	100%	J. Monu 8/10/16
End of the Fourth Month				

Portions Completed
 J. Monu

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	04	06	11	13	18	20	25	27	01	03
		Month	07	07	07	07	07	07	07	07	08	08
		Period	2	7	2	7	2	7	2	7	2	7
1	AJAY	M										
2	ANANDHARAJ	N										
3	ANBUSELVI	P										
4	ANITHA	G										
5	ARAVINDH KUMAR	S										
6	ARTHIKA	B										
7	ASHIGA	S										
8	BALAKUMAR	G										
9	BAVADHARINI	M										
10	BERKMAANZ	S										
11	BHARATHI	T										
12	CHOZHARAJAN	P										
13	DHANALAKSHMI	M										
14	DHINESH PRIYA	C										
15	DHIVYA DARSHINI	J										
16	DIVYA	K										
17	DURGA 08/03/1998	S										
18	DURGA 10/06/1998	S										
19	ELAKIYA	P										
20	EZHILARASI	R										
21	GAYATHRI	J.S										
22	GAYATHRY	K										
23	HARI PRAKASH	RA										
24	HARITHA	S										
25	JAISHREES	K										

Roll No.	08	22	24	29	31	7	12	19	21	28
	08	08	08	08	08	09	09	09	09	09
	2	2	7	2	7	7	2	2	7	7
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
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12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
24										
25										

Attendance Particulars												
Roll No.	Name	Date	04	06	11	13	18	20	25	27	01	03
		Month	07	07	07	07	07	07	07	07	08	08
		Period	2	7	2	7	2	7	2	7	2	7
51	PRIYA DHARSHINI		-	-	-	-	1	1	1	1	↓	2
52			*	*	*	*	*					
53												
54												
55												
56												
57												
58												
59												
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63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	46	-	39	46	50	55	46	50	-	48
		Absent	03	-	10	04	05	06	05	01	-	03
		Staff Signature	<i>[Signature]</i>	-	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	-	<i>[Signature]</i>

Roll No.	08	22	24	29	31	07	12	19	21	28
	18	08	08	08	08	09	09	09	09	09
	2	2	7	2	7	7	2	2	7	7
51	/	/	/	/	/	2	2	/	/	/
52										
53										
54										
55										
56										
57										
58										
59										
60										
61										
62										
63										
64										
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
Pr	47	47	48	48	48	48	48	48	48	48
Ab	04	04	03	03	03	03	03	03	03	04
Sig.	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

Attendance and Assessment Record

Name of the Staff : J. Sunil Kumar Dept T & P
 Name of the Subject : Soft Skills Code _____
 Branch : II ECE "B"
 Semester : III Year II
 Date of Commencement : 01/07/2016 Last Working Day 22/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	9	8	40%	J. Sunil Kumar 6/8/16
End of the Second Month	7	5	35%	J. Sunil Kumar 9/9/16
End of the Third Month	4	3	100%	J. Sunil Kumar 8/11/16
End of the Fourth Month	Portions Covered.			

Note:

J. Sunil Kumar

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	02
		Month	07	07	07	07	07	07	07	07	07	08
		Period	3	3	3	3	3	3	3	3	3	3
1	NIRANJANI	C.S	/	/	OD	/	/	/	/	/	/	/
2	NITHYA	M	/	/	/	0	/	/	/	/	/	/
3	NIVETHITHA	D	/	/	/	0	/	/	/	/	/	/
4	OVIYA	B	/	OD	/	/	/	/	/	/	/	/
5	PADMA DHARANI	M	/	a	a	a	/	/	/	/	/	A
6	PARAME SWARI	M	a	a	a	Long Absent						S
7	PAVITHRA	B	E	/	/	/	/	/	a	/	/	S
8	PAVITHRA	C	/	a	/	/	/	a	/	/	/	T
9	PAVITHRA	P	x	a	a	a	Te					
10	PAVITHRA	P	W	/	/	/	/	/	/	/	/	T
11	PAVITHRA	S	/	OD	/	/	/	/	/	/	/	E
12	PRADEEP	E	/	OD	/	/	/	/	a	/	/	S
13	PRAGADEESWARI	J	/	a	a	a	a	/	/	/	/	T
14	PREETHI	G	-	a	a	/	/	/	/	/	/	J
15	PREETHI	S	/	/	/	/	/	/	a	/	/	↑
16	PREETHI	S	/	a	/	/	a	/	/	/	/	↑
17	PRIYA	P	/	/	a	/	/	/	/	/	/	↑
18	PRIYANKA	K	/	/	/	/	/	/	/	/	/	↑
19	PRIYANKA	K	-	/	a	/	/	/	/	/	/	↑
20	PUNISHA	R	/	OD	/	/	/	/	/	/	/	↑
21	RANGEELA SUBRAJA	S	/	a	/	/	/	/	/	/	/	↑
22	RASIKA	K	/	/	/	/	/	/	/	/	/	↑
23	RATHEESWARAN	M	/	/	a	/	/	a	/	/	/	↑
24	ROSLIN MARY	S	/	OD	/	/	/	/	/	/	/	↑
25	SANTHIYA	S	/	a	/	/	/	/	/	/	/	↑

Roll No.	05	12	16	19	23	26	9	20	23	
	08	08	08	08	08	08	9	09	09	
	3	3	3	5	3	3	3	3	3	
1	/	/	/	/	/	/	/	/	/	
2	/	a	/	/	/	/	/	/	/	
3	/	/	a	/	/	/	/	/	/	
4	A	/	/	OD	/	/	/	/	/	
5	S	/	/	/	a	/	/	/	/	
6	S	a	a	a	a	a	-	-	-	
7	T	/	/	/	/	/	/	/	/	
8	/	/	/	/	/	/	/	/	/	
9	T	a	a	a	a	a	-	-	-	
10	E	/	/	/	/	/	a	/	/	
11	S	/	/	/	/	/	/	/	/	
12	T	/	/	/	/	/	a	a	/	
13	2	/	/	/	/	/	a	a	/	
14	↑	/	/	/	/	/	a	a	a	
15	/	/	/	/	/	/	/	/	/	
16	/	/	/	/	/	/	/	/	/	
17	/	/	/	/	/	/	/	/	/	
18	/	/	/	/	/	/	/	/	/	
19	/	/	/	/	/	/	a	a	/	
20	/	a	/	/	/	/	/	/	/	
21	/	/	/	/	/	/	/	/	/	
22	/	/	/	/	/	/	/	/	/	
23	a	/	/	/	/	/	a	a	/	
24	/	/	/	/	/	/	/	/	a	
25	/	/	/	/	/	a	/	/	/	

Attendance Particulars												
Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	02
		Month	07	07	07	07	07	07	07	07	07	08
		Period	3	3	3	3	3	3	3	3	3	3
26	SARA MARIUM	U		/	a	/	/	/	/	/	/	
27	SARAN KUMAR	S		/	a	/	/	/	/	/	/	
28	SHANMUGAPRIYA	S		/	a	a	/	/	/	/	/	
29	SHANMUGAPRIYA	R		/	a	/	/	/	/	/	/	
30	SHENBAGAVATHI	S			OD	/	/	/	/	/	/	
31	SHRISURUTHI	G		/	a	/	/	/	/	/	/	
32	SIVABHARATHI	T			a	a	a	a	a	a	a	
33	SRIWATHYA	G			OD	/	/	/	/	/	/	A
34	SUBASH	K			OD	/	/	/	/	/	/	S
35	SUBASHINI	C		/	/	/	/	/	/	/	/	S
36	SUGANYA	C			a	a	/	/	/	/	/	T
37	SURRIYA	S		/	a	/	/	OD	/	OD	OD	
38	SWETHA	T		/	/	/	/	/	/	/	/	T
39	TAMIL SELVAN	J		/	a	/	/	/	/	/	/	E
40	UTHASRI	V			OD	a	a	a	/	/	/	S
41	VAINIYA	S		/	a	a	/	/	/	/	/	T
42	VASANTHI	R		/	/	/	/	/	a	/	/	L
43	VIGNESHWAR	N		/	a	a	a	a	/	a	/	T
44	VIMALA	S			OD	/	/	/	/	/	/	
45	VINITHA	P				/	/	/	/	/	/	
46	VINITHA	L				/	/	/	/	/	/	
47	ARUNTHAVASELVAN	S		/	/	/	/	/	/	/	/	
48	KARTHIKEYAN	K			a	a	/	/	/	/	a	
49	VINOTHINI	T			/	/	/	/	/	/	/	
50	VINNESH	M				/	/	/	/	/	/	

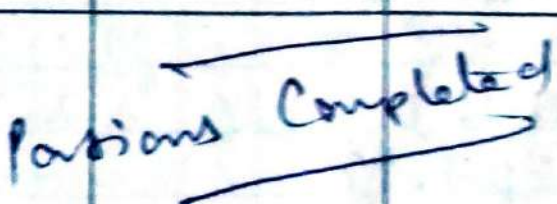
Roll No.	05	12	16	19	23	26	09	20	23	
	08	08	08	08	08	08	09	09	09	
	3	3	3	5	03	03	03	03	03	
26		/	/	/	/	/	/	/	/	
27		/	/	OD	/	/	a	/	/	
28		/	/	/	/	/	a	/	/	
29		/	/	/	/	/	/	/	/	
30		/	/	/	/	/	/	/	/	
31		/	/	OD	/	/	/	/	/	
32	A	a	/	/	/	/	a	a	/	
33	S	a	/	/	/	/	/	/	/	
34	S	/	/	/	/	/	a	a	/	
35	T	/	/	/	/	/	/	/	/	
36		/	/	/	a	/	/	/	a	
37	T	/	/	/	/	/	/	/	/	
38	E	/	/	/	/	/	/	/	/	
39	S	/	/	OD	/	/	/	/	/	
40	T	/	/	/	/	/	/	/	/	
41	2	/	a	/	/	/	/	/	/	
42	T	a	/	/	/	a	a	/	/	
43		/	/	/	/	/	a	a	a	
44		/	/	/	/	/	/	/	/	
45		/	/	/	/	/	/	/	/	
46		/	/	/	/	/	/	/	/	
47		/	/	/	/	/	/	a	/	
48		a	/	a	/	/	a	a	/	
49		/	/	/	/	/	/	/	/	
50		a	/	/	/	/	a	a	/	

Attendance Particulars												
Roll No.	Name	Date	01	05	08	12	15	19	22	26	29	04
		Month	01	02	03	04	05	06	07	08	09	10
		Period	3	3	3	3	3	3	3	3	3	3
51	ELUMAIAT J		-	+	-	-	1	1	2	1	1	
52	MOHAMED YUSUF H.		-	+	-	-	1	1	1	1	1	
53	NARESH PRABHAKAR M.R.		-	1	-	-		1	2	2	1	
54												
55												
56												
57												
58												
59												
60												
61												
62												
63												
64												
65												
66												
67												
68												
69												
70												
71												
72												
73												
74												
75												
No. of Students		Present	41	28	37	45	47	50	50	49	-	-
		Absent	03	22	13	07	05	07	08	04	-	-
		Staff Signature										

Roll No.	05	12	16	19	23	26	29	01	04
	08	08	08	08	08	08	09	09	09
	3	3	3	5	3	3	3	3	3
51		1	1	1	1	1	1	1	1
52		1	2	1	1	1	1	1	1
53		2	2	1	1	1	1	1	1
54									
55									
56									
57									
58									
59									
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61									
62									
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
Pr	-	44	46	49	50	49	36	32	46
Ab	-	09	07	04	03	04	17	10	07
Sig.	-	4	4	4	4	4	4	4	4

Attendance and Assessment Record

Name of the Staff : K. Subramaniam Dept TSP
 Name of the Subject : Soft Skills Code —
 Branch : CSE
 Semester : III Year II
 Date of Commencement : 21/06/17 Last Working Day —

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	09	45%.	
End of the Second Month	19	18	90%.	
End of the Third Month	20	21	100%.	
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date	21	28	04	05	11	12	18	25	26	01
		Month	06	06	07	07	07	07	07	07	07	08
		Period	7	6	5	6	5	7	5	5	7	5
1	ABIRAMI . S		/	/	/	/	/	/	/	/	/	/
2	ARAVINDH . S		/	/	/	/	/	/	/	/	a	/
3	ARAVIND SHIMA . p		a	/	/	/	/	/	/	/	/	/
4	BAGIYA SRI . T		/	/	/	/	/	/	/	/	/	/
5	BHARANI DHARAN . N		/	/	/	/	/	/	/	/	/	a
6	BHARATHVAJ . N		/	/	/	/	/	/	/	/	/	a
7	EDWIN RAJ . K		/	a	/	/	/	/	/	/	/	/
8	GIYATHIRI . R . R .		/	/	/	/	/	/	/	/	/	/
9	GIRIJA . S		/	/	/	/	a	/	/	/	/	/
10	HARITHA . M		/	/	/	/	/	/	/	/	/	/
11	KARTHIKA . K		/	/	/	/	/	/	/	/	/	/
12	MAKESH . K		/	/	/	/	/	/	/	/	/	/
13	MOHAMMED ABRAR . A		/	/	/	/	/	/	/	/	/	a
14	NANDHINI . S		/	/	/	/	/	/	/	/	/	/
15	NATHIYA . K		/	/	/	/	a	/	/	/	/	/
16	NITHISH KUMAR . p		/	/	/	/	/	/	/	a	/	/
17	NITHIYA . R		/	/	/	/	/	/	/	/	/	/
18	NIVASH . C		a	/	a	/	/	a	/	/	/	/
19	PAVITHRA . R		/	/	/	/	/	a	/	/	/	/
20	PRAGIATHI . J		/	/	a	a	a	a	a	a	a	a
21	PRATHEEPA . M		/	/	/	/	a	/	/	/	/	/
22	PRAVEEN RAJ . S		a	/	/	/	/	/	/	/	/	/
23	PRIYA . K		/	/	a	/	/	/	/	/	/	/
24	PRIYADHARSHINI . S		/	/	/	/	/	/	a	/	/	/
25	PRIYANKA . M		/	/	/	/	/	/	/	/	/	/

Roll No.	8	9	22	23	23	29	30	05	24	12
	8	8	8	8	8	08	08	09	08	08
	5	7	5	7	8	5	8	5	6	5
1	/	/	a	/	/	/	/	/	/	/
2	/	/	/	/	/	a	/	00	/	/
3	a	/	/	/	/	a	a	00	/	/
4	/	/	/	/	/	/	/	/	/	/
5	/	/	/	00	00	00	a	/	a	/
6	/	/	a	/	/	/	/	/	/	/
7	/	/	/	/	/	/	/	/	/	/
8	/	/	/	/	/	/	/	/	/	a
9	/	/	/	/	/	/	/	/	/	/
10	/	/	/	/	/	/	/	/	/	/
11	/	/	/	/	/	/	/	/	/	/
12	/	/	/	/	/	a	/	/	a	/
13	a	/	/	00	00	a	a	a	a	/
14	/	/	/	/	/	/	/	/	/	/
15	/	/	/	/	/	/	/	/	/	/
16	/	/	/	/	/	/	/	/	a	/
17	00	/	00	/	/	/	/	/	/	/
18	/	/	/	/	/	a	a	00	/	00
19	/	/	/	/	/	/	/	/	/	/
20	a	a	a	a	a	a	a	a	a	a
21	/	/	00	/	/	/	/	/	/	/
22	/	/	/	/	/	a	a	00	/	00
23	/	/	/	/	/	/	/	/	/	/
24	/	/	/	/	/	/	/	00	/	/
25	/	/	/	/	/	/	/	00	/	/

[illegible][illegible]



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2017-2018

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL THIRD YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 454

NAME OF THE RESOURCE PERSON: SOFT SKILLS – Mr.K.SUDHAKAR & Mr.B.SURESHBABU

Training and placement department conducts soft skills training sessions separately from the regular academic schedule of every semester for all the students in the II, III, and IV years. This program aims to improve the students' ability to match with the industry's requirements in interpersonal and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem-solving skills, analytical abilities, etc. For both ODD and EVEN semesters, a separate syllabus and course plan are prepared and distributed to each branch.

As per the T&P department's syllabi for the academic year 2017-2018 quantitative aptitude sessions were conducted. Three hours of training material is provided to enhance the students' communication, interpersonal and problem-solving skills, as well as analytic ability for the II, III, and final year students. In the classroom, students participate in intensive activities and do home work to improve their employability skills. A well-prepared quantitative aptitude exercise is given to the students on various topics, such as data interpretation, percentages, number series, arithmetic aptitude, and more.

ASSESSMENT PROCEDURE

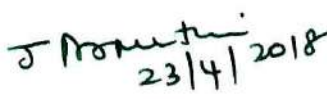
- The students are regularly assessed on communication skills, body language, and interview Skills.
- A mock interview and group discussion are conducted for those in their final year of study
- Quantitative aptitude test covering topics such as data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Gain a better understanding of their discipline's career prospects.
- The ability to understand and apply interview skills and group discussions.
- To be able to correctly answer the quantitative aptitude test.
- Understanding body language as a tool for self-development.


VP/HEAD-T&P


23/4/2018
PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE - III YEAR (Fifth Semester)

- Problems on Train** - Introduction, important condition and types of train problems - same direction, opposite direction - concepts and formulas for slower train, faster train. 2
- Surds & Indices** - Definition & Difference between Surds number & Indices - laws of Indices - laws of Surds. 2
- Boats & Streams** - Definition - important facts & formula - Downstream -Upstream. 2
- Partnership** - Definition of partnership - ratio of division of gains - working and sleeping partnership. 2
- Logarithm** - Definition of logarithm - characteristics - properties of logarithms - common logarithms. 2
- Allegations (or) Mixture** - Definition, mean price - rules of allegation and important conditions. 2
- Simple Interest** - Definitions of Principal - interest - simple interest - formulae. 2
- Compound Interest** - Definition - compound interest and formulae. 2
- Discussion Problems** - Problems on train , Surds & Indices, Boats & Streams, Partnership. 2
- Discussion Problems** -Logarithms, Allegation or mixture, Simple Interest, Compound Interest. 2

Total Periods : 20

P. S. M.
P. S. M.

STAFF INCHARGE

[Signature]

[Signature]
26/4/17
VP/HOD

Verified
Q.P.
26/4/17



SYLLABUS

QUANTITATIVE APTITUDE – III YEAR (Sixth Semester)

Time & Distance - Introduction, important formulas and condition and types of Time and Distance problems – concepts and its problems

2

Chain Rule - Definition & Direct proportion conditions and its problems – Indirect proportion conditions and its examples – Difference between direct and Indirect proportion

2

Problems on Trains – Introduction, important condition and types of train problems – same direction, opposite direction – concepts and formulas for slower train, faster train.

2

Height & Distance – Definition, important facts and formulas of height and distance and trigonometric identities – Angle of Elevation and angle of Depression and its Problems

2

Odd man out series – Concepts and conditions of odd man out series – types of odd man out series, number and alphabetical series

2

Permutation & Combination – Definition, Factorial notation and examples, Difference between Permutation and Combination – Number of combinations and its types of problems

2

Probability – Definitions and conditions of coins, dice, and cards, Sample space and Probability formulas – Problems of coins, dice, cards examples

2

Average – Definition and formula of Average – Types of numbers, speed and biological problems

2

Problems on Age – Conditions of forward and backward types of problems – Using the notations Ago, Before, After, and Hence types of problems

2

Time and Work – Definitions and formula of Time and Work – Types of direct and Short cut method

2

P. An.
STAFF INCHARGE

J. Donatus
21/11/2017

VP/Head - T&P

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T&P
 Name of the Subject : Aptitude Code _____
 Branch : ECE
 Semester : V Year III
 Date of Commencement : 01/07/16 Last Working Day 28/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	7	7	35%	J. Prasad 8/8/16
End of the Second Month	8	7	35%	J. Prasad 8/9/16
End of the Third Month	6	6	30%	J. Prasad 8/11/16
End of the Fourth Month				

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	4	6	11	13	18	20	25	27	1
		Month	7	7	7	7	7	7	7	7	8
		Period	4	5	4	5	4	5	4	5	4
1	N. Abenayvarshandevi		/		/	/	/	/	/	/	/
2	G. Abinaya		a		/	/	/	/	OD	/	/
3	G. Abinaya		/		/	/	/	/	/	/	/
4	M. Abinaya		/		/	/	/	/	/	/	/
5	K. Abirami		/		/	/	/	/	/	/	/
6	A. Akalya		/	R	/	/	/	/	/	/	a
7	N. Aravind		/	A	a	a	/	/	/	/	/
8	A. Aravind Armstrong		/	M	a	/	/	/	/	/	/
9	M. Aravirth		/	Z	a	a	/	/	/	/	/
10	S. Balaji		/	A	a	a	/	/	/	/	/
11	S. Devayani		/	N	/	/	/	/	/	/	/
12	P. Dhananeeswari		/		/	/	/	/	/	/	/
13	S. Dhivyalakshmi		/	H	/	/	/	/	OD	/	/
14	K. Divya Bharathi		/	O	/	/	/	/	/	/	/
15	S. Indhumathi		/	L	a	a	a	/	a	/	/
16	K. Janani		/	I	/	/	/	/	OD	/	/
17	M. Jeyai Robinson		/	D	/	/	/	/	OD	/	/
18	K. Kasthick		/	A	a	a	/	/	/	/	/
19	V. Kasthick		/	Y	a	/	/	/	/	/	/
20	K. Kiruthika		/		/	/	/	/	/	/	/
21	A. Madhumitha		a		a	a	a	a	a	a	a
22	A. Mahibalan		/		a	/	a	/	/	/	/
23	S. Manikandan		/		/	/	a	/	/	/	/
24	S. Mohanlalalitha		/		a	a	/	/	/	/	/
25	A. Mukesh		/		a	/	a	/	/	/	a

2

Roll No.	14	19	21	26	28
	9	9	9	9	9
	5	4	5	4	5
1	/	/	/	/	/
2	/	/	/	/	/
3	/	/	/	/	/
4	/	/	/	/	/
5	/	/	/	/	/
6	/	/	/	/	/
7	/	OD	OD	/	/
8	/	OD	OD	/	/
9	/	/	/	/	/
10	/	/	/	/	/
11	/	/	/	/	/
12	/	/	/	/	/
13	/	/	/	/	/
14	/	/	/	/	/
15	a	/	/	/	/
16	/	/	/	/	/
17	OD	/	/	/	/
18	/	a	/	OD	/
19	/	OD	OD	/	/
20	/	/	/	/	/
21	a	a	a	a	a
22	OD	a	a	/	/
23	/	a	/	/	/
24	a	/	/	/	/
25	a	/	a	/	/

4

Attendance Particulars											
Roll No.	Name	Date	4	6	11	13	18	20	25	27	1
		Month	7	7	7	7	7	7	7	7	8
		Period	4	5	4	5	4	5	4	5	4
26	A. Penni		/		a	a	/	/	/	/	/
27	S. Priyadharshini		/		/	/	/	/	/	/	/
28	A. Ravichandran		/		/	/	/	/	/	/	/
29	P. Sagundhala Devi		/		a	/	/	/	/	/	/
30	R. Saranya		/	R	a	/	/	/	/	/	/
31	S. Saravana Bhavan		/	A	a	a	/	/	/	/	/
32	M. Sathya Priya		/	M	a	a	a	/	/	/	/
33	S. Seetha		/	Z	a	/	/	/	/	/	/
34	T.R. Shanthini		/	A	/	/	/	/	/	OD	/
35	K. Suga Priya		/	N	a	/	/	/	/	/	/
36	R. Swathi Priya		/		a	/	/	/	/	/	/
37	K. Swathi Priya		/	H	/	/	/	/	/	/	/
38	A. Valarmathi		/	O	a	a	/	/	/	/	/
39	K. Venkatesh		/	L	/	/	/	/	/	/	/
40	T. Venkatramani		/	/	a	/	/	/	/	/	/
41	G. Bhakyalakshmi		/	D	/	/	/	/	/	/	/
42	R. Devasena		/	A	/	/	/	/	/	/	/
43	R. Ranjitha		a	Y	a	a	a	a	a	a	a
44	R. Saranya		/		a	a	/	/	/	/	/
45	M. Siva Sathyan		/		a	/	a	/	/	/	/
46											
47											
48	Present		42		21	32	37	43	42	43	41
49	Absent		03		24	13	08	02	03	02	04
50	Staff signature		P		P	P	P	P	P	P	P

Roll No.	14	19	21	26	28
	9	9	9	9	9
	5	4	5	4	5
26	/	a	/	/	/
27	/	/	/	/	/
28	/	/	/	/	/
29	/	/	/	/	/
30	/	/	/	/	/
31	/	a	a	/	/
32	/	/	/	/	/
33	/	/	/	/	/
34	/	/	/	/	/
35	/	/	/	/	/
36	/	/	/	/	/
37	/	/	/	/	/
38	/	/	/	/	/
39	/	/	/	/	/
40	a	/	/	/	/
41	a	/	/	/	/
42	/	/	a	/	/
43	a	a	a	a	a
44	/	a	/	/	a
45	/	/	a	/	/
46					
47					
48	39	37	38	43	42
49	07	08	07	02	03
50	P	P	P	P	P

Attendance and Assessment Record

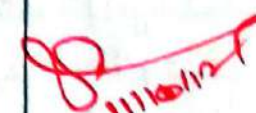
Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch : CSE

Semester : VI Year III

Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	11	11	55%.	
End of the Second Month	19	19	95%.	
End of the Third Month	20	22	100%.	
End of the Fourth Month				

Attendance Particulars										
Roll No.	Name	Date	22	27	29	4	6	11	13	1
		Month	6	6	6	7	7	7	7	3
		Period	2	6	2	6	2	7	2	4
1	Aarthu. M		/	/	/	/	/	/	/	
2	Abinaya. A		/	/	/	/	/	/	/	
3	Abinaya. R		/	a	/	/	/	/	/	
4	Anandhi. R		/	/	/	/	/	/	/	
5	Anthala priya. A		/	/	/	/	/	/	/	
6	Anusha. K		/	a	/	/	/	/	/	
7	Arschana. U		/	a	/	/	/	/	/	
8	Atchaya. S		a	/	/	/	/	/	/	
9	Balachander. V		/	/	/	/	/	/	/	
10	Dhivyabharathi. C		/	/	/	/	/	/	/	
11	Dhivyabharathi. K		/	/	/	/	/	/	/	
12	Flakkiya. M		/	/	/	/	/	/	/	
13	Festus Derapriyan. J.D		/	/	/	/	/	a	/	
14	Guna. K		/	/	/	/	/	/	/	
15	Jaquelin Diana. A		/	/	/	/	/	/	/	
16	Jayaprakash. B		/	/	a	/	a	/	/	
17	Karthika. P		a	/	/	/	/	/	/	
18	Karthikeyan. C		a	/	/	/	/	/	/	
19	Kayalvizhi. S		/	/	/	/	/	/	/	
20	Krithika. M		/	/	/	/	/	/	/	
21	Manimozhi. K		/	a	a	/	/	/	/	
22	Meimozhi. B		a	/	/	/	/	/	/	
23	Mirunalini. S		/	/	/	/	/	/	/	
24	Mohamed Ali. M.J.		/	/	/	/	/	/	/	
25	Mohan Kumar. S		/	/	/	/	a	/	/	

2

Roll No.	3	5	7	12	14	19	2
	8	9	9	9	9	9	
	2	6	2	6	2	6	
1	/	/	/	/			
2	/	a	/	/			
3	/	/	/	/			
4	/	/	/	/			
5	/	/	/	/			
6	/	/	/	/	R	R	
7	/	/	/	/	E	E	
8	/	/	/	/	V	V	
9	/	/	/	/	I	I	
10	/	/	/	/	S	S	
11	/	/	/	/	I	I	
12	/	/	/	/	O	O	
13	/	/	a	/	N	N	
14	/	/	/	/			
15	/	/	/	/			
16	/	/	/	/			
17	OD	/	/	/			
18	/	a	a	/			
19	/	a	/	/			
20	/	/	/	/			
21	/	/	/	/			
22	/	/	/	/			
23	/	/	/	/			
24	/	a	/	/			
25	/	/	/	/			

4

Attendance Particulars								
Roll No.	Name	Date	22	27	29	4	6	1
		Month	6	6	6	7	7	7
		Period	2	6	2	6	2	7
26	Nandha Kumar. S		/	/	/	/	/	/
27	Netthaji. T.S.		/	a	/	/	/	/
28	Pavithra. C		/	/	/	/	/	/
29	Pavithra. M		/	/	/	/	/	/
30	Pragadeshwari. M		/	/	/	/	/	/
31	Priyadharshini. S		/	/	/	/	/	/
32	Priyanka. S		a	/	/	/	a	a
33	Ragul. R		a	/	/	/	/	a
34	Rajalakshmi. A		/	/	/	/	/	/
35	Rajarashini. B		/	/	/	/	/	/
36	Ranjith. A		/	a	/	/	/	/
37	Rawla Afrin. S		/	/	/	/	/	/
38	Samaya. G		a	/	/	/	/	/
39	Santhesh ram. D		/	/	/	/	/	/
40	Sathya.		/	/	/	/	/	/
41	Shiyamala. B		/	/	/	/	/	/
42	Sivabalan. R		/	/	/	/	/	/
43	Sowmya. P		/	/	/	/	/	/
44	Subash Chandra Bas. R		/	/	/	/	/	/
45	Sugapriya. S		/	/	/	/	/	/
46	Surya. V		a	a	a	a	a	a
47	Sushman. T		/	/	/	/	/	a
48	Swarnaprabha. P		a	/	/	a	/	/
49	Tamilanathan. M		/	/	/	a	/	/
50	Thenmozhi. P		/	/	/	/	/	/

14

Roll No.	31	5	7	12	14	19	21
	8	9	9	9	9	9	9
	2	6	2	6	2	6	2
26	/	/	/	/			
27	/	/	/	/			
28	/	/	/	/			
29	/	/	/	/			
30	/	/	/	/			
31	/	/	/	/	R	R	R
32	a	a	a	/	E	E	E
33	/	a	/	/	V	V	V
34	/	/	/	/	/	/	/
35	/	/	/	/	S	S	S
36	/	/	/	/	/	/	/
37	/	/	/	a	O	O	O
38	/	/	/	/	N	N	N
39	/	/	/	/			
40	/	/	/	/			
41	/	a	/	/			
42	/	/	/	/			
43	/	/	/	/			
44	/	a	a	/			
45	/	/	/	/			
46	/	/	/	/			
47	/	/	/	/			
48	a	a	/	/			
49	/	a	/	/			
50	/	/	/	/			

16

Attendance Particulars									
Roll No.	Name	Date	22	27	29	4	6	11	
		Month	6	6	6	7	7	7	
		Period	2	6	2	6	2	7	
51	Veeramani. T		/	a	/	/	/	/	
52	Vidhya. A		/	/	/	/	/	/	
53	Vipash. V		a	/	/	/	/	a	
54	Yamuna. K		/	/	/	/	/	/	
55	Yuvalakshmi priya. S		/	/	/	/	/	/	
56	Chakkaravarthy. P		a	a	/	/	/	/	
57	Naveen. N		a	a	a	/	/	a	a
58	Buvaneshwari. S		/	/	/	a	/	/	/
59	Ananth. S		a	a	a	a	/	/	a
60	Pradeep. E		/	/	/	/	/	/	/
61									
62									
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
No. of Students		Present	47	49	55	55	56	53	55
		Absent	13	11	05	05	04	07	05
		Staff Signature	P	P	P	P	P	P	P

26

Roll No.	31	5	7	12	14	19	21
	8	9	9	9	9	9	9
	2	6	2	6	2	6	2
51	/	/	/	/			
52	/	/	/	/	R	R	R
53	/	/	/	/	E	E	E
54	/	/	/	/	V	V	V
55	/	/	/	/	/	/	/
56	/	/	/	/	S	S	S
57	a	a	a	/	/	/	/
58	/	/	/	/	O	O	O
59	/	a	/	/	N	N	N
60	00	/	a	/			
61							
62							
63							
64							
65							
66							
67							
68							
69							
70							
71							
72							
73							
74							
75							
Pr	56	48	54	59	-	-	-
Ab	09	12	06	01	-	-	-
Sig.	P	P	P	P	P	P	P

28

Attendance and Assessment Record

Name of the Staff : P Suganya Dept T&P
 Name of the Subject : Aptitude Code _____
 Branch : ECE
 Semester : V Year III 'B'
 Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	10	50%.	
End of the Second Month	18	17	85%.	
End of the Third Month	20	20	100%.	
End of the Fourth Month				

Attendance Particulars												
Roll No.	Name	Date	26	27	3	4	10	11	17	18	24	25
		Month	6	6	7	7	7	7	7	7	7	7
		Period	4	8	4	8	4	8	4	8	4	8
1	Niranjani. C.S.			/	/	/	/	/	/	/	/	/
2	Nithiya. M			a	/	/	a	/	/	/	/	/
3	Nivethitha. D			/	/	/	/	/	/	/	/	/
4	oviya. B			/	/	/	/	/	/	/	/	/
5	Padmadharani. M			/	/	/	/	/	/	/	/	/
6	Parithra. B		R	/	/	/	/	/	/	/	a	/
7	Parithra. C		A	/	/	/	/	/	/	/	/	/
8	Parithra. P		M	/	/	/	/	/	/	/	a	/
9	Parithra. S		Z	/	/	/	/	/	/	/	/	/
10	Pradeep. E		A	/	/	/	/	/	/	/	/	/
11	Pragadeeswari. J		N	/	/	/	/	/	/	/	/	/
12	Preethi. G			/	/	/	/	/	a	/	a	/
13	Preethi. S		H	/	/	/	/	/	/	a	/	/
14	Preethi. S		O	/	/	/	/	/	/	/	/	/
15	Priya. P		L	a	/	/	/	/	/	/	a	/
16	Priyanka. K		I	/	/	/	/	/	/	/	/	/
17	Priyanka. K		D	/	/	/	/	/	/	/	a	/
18	Punitha. R		A	a	/	/	/	/	/	/	a	/
19	Rangeela Subaraja. S		Y	/	/	/	/	a	/	/	/	/
20	Rasika. K			/	/	/	/	/	/	/	/	/
21	Ratheeswaram. M			/	/	/	/	/	/	/	/	/
22	Roslin Mary. S			a	/	/	/	/	/	/	/	/
23	Santhiya. S			/	/	/	/	/	/	/	/	/
24	Sara Mariyam. V			/	/	/	/	/	/	/	/	/
25	Sarankumar. S			/	/	/	/	/	/	/	/	/

2

Roll No.	4	5	12	18	19
	9	9	9	9	9
	4	8	8	4	8
1	/	/	/	/	/
2	/	/	/	/	/
3	/	/	/	/	/
4	/	/	/	/	/
5	/	/	/	A	R
6	/	/	/	S	E
7	/	/	/	S	V
8	/	/	/	E	I
9	/	/	/	S	S
10	a	/	/	S	I
11	a	a	/	M	O
12	/	/	/	E	N
13	a	/	/	N	/
14	/	/	/	T	/
15	/	/	/	/	/
16	/	/	/	T	/
17	/	/	/	E	/
18	/	/	/	S	/
19	a	/	/	T	/
20	/	/	/	/	/
21	/	/	/	2	/
22	/	/	/	/	/
23	/	/	/	/	/
24	/	/	/	/	/
25	/	/	/	/	/

4

Attendance Particulars												
Roll No.	Name	Date	26	27	28	29	30	31	32	33	34	35
		Month	6	6	7	7	7	7	7	7	7	7
		Period	1	2	3	4	5	6	7	8	9	10
26	Shanmugapriya. S			/	/	/	/	/	/	/	/	/
27	Shanmugapriya. R			/	/	/	/	/	/	/	/	/
28	Shenbagaveni. S			/	/	/	/	/	/	/	/	/
29	Shrisuruthi. G			/	/	/	/	/	/	/	/	/
30	Sivabharathi. T			/	/	/	/	/	/	/	/	/
31	Saivithya. G		R	/	/	/	/	/	/	/	/	/
32	Subash. K		A	/	a	/	/	/	/	/	/	/
33	Subashini. C		M	/	/	/	/	/	/	/	/	/
34	Suganya. C		Z	/	/	/	/	/	/	/	/	/
35	Surriya. S		A	/	a	/	/	/	/	/	/	/
36	Swetha. T		N	/	/	/	/	/	/	/	/	/
37	Tamil Selvan. J			/	/	/	/	/	/	/	/	/
38	Uthrasai. V		H	/	/	/	/	/	/	/	/	/
39	Vairiya. S		O	/	/	/	/	/	/	/	/	/
40	Vasanthi. R		L	/	/	/	/	/	/	/	/	/
41	Vigneshwar. N		I	/	a	/	a	/	/	a	/	/
42	Vimala. S		D	/	/	/	/	/	/	/	/	/
43	Vinitha. P		A	/	/	/	/	/	/	/	/	/
44	Vinitha. R		Y	/	/	/	/	/	/	/	/	/
45	Aruntharaselvan. S			/	a	a	/	/	/	/	/	/
46	Elumalai. J			/	/	/	/	/	a	a	/	/
47	Karthikeyan. K			/	a	a	/	/	/	/	/	/
48	Vignesh. M			/	/	/	/	/	/	/	/	/
49	Vinothini. T			/	a	/	/	/	/	a	/	/
50				/	/	/	/	/	/	/	/	/

14

Roll No.	1	5	12	18	19
	9	9	9	9	9
	1	2	2	4	2
26	/	/	/	/	/
27	a	/	/	/	/
28	/	/	/	/	/
29	/	/	/	/	/
30	a	a	/	A	R
31	/	/	/	S	E
32	a	/	/	S	V
33	/	/	/	E	I
34	a	/	/	S	S
35	/	/	/	S	I
36	/	/	/	M	O
37	/	/	/	E	N
38	/	/	/	N	/
39	/	/	/	T	/
40	/	/	/	/	/
41	a	a	/	T	/
42	/	/	/	E	/
43	/	/	/	S	/
44	/	/	/	T	/
45	a	a	/	/	/
46	a	/	/	2	/
47	a	/	/	/	/
48	/	/	/	/	/
49	/	/	/	/	/
50	/	/	/	/	/

16

Attendance Particulars											
Roll No.	Name	Date	26	27	3	4	10	11	17	18	24
		Month	6	6	7	7	7	7	7	7	7
		Period	4	8	4	8	4	8	4	8	4
51											
52											
53											
54											
55											
56											
57											
58											
59											
60											
61											
62											
63											
64											
65											
66											
67											
68											
69											
70											
71											
72											
73											
74											
75											
No of Students		Present	-	45	43	47	47	48	47	45	43
		Absent	-	04	06	02	02	01	03	04	06
		Staff Signature	P	P	P	P	P	P	P	P	P

28

Roll No.	4	5	12	18	19
	9	9	9	9	9
	4	8	8	4	8
51					
52					
53					
54					
55					
56					
57					
58					
59					
60					
61					
62					
63					
64					
65					
66					
67					
68					
69					
70					
71					
72					
73					
74					
75					
Pr	37	45	49	-	-
Ab	12	4	-	-	-
Sig.	P	P	P	P	P

28

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T2P

Name of the Subject : Aptitude Code _____

Branch : ECE

Semester : V Year III

Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	11	11	55%.	
End of the Second Month	19	19	95%.	
End of the Third Month	20	23	100%.	
End of the Fourth Month				

Attendance Particulars									
Roll No.	Name	Date	21	27	28	4	5	11	1
		Month	6	6	6	7	7	7	7
		Period	8	2	8	2	8	2	8
1	Ajay. M		/	/	/	/	/	/	/
2	Anandharaj. N		/	/	/	/	/	/	/
3	Anbuselvi. P		/	/	/	/	/	/	/
4	Anitha. G		/	/	/	/	/	/	/
5	Aravindh Kumar. S		/	/	/	/	/	/	/
6	Arthika. B		/	/	/	/	/	/	/
7	Ashiga. S		/	/	/	/	/	/	/
8	Balakumar. G		a	a	a	/	/	/	/
9	Bavatharini. M		/	/	/	/	/	/	/
10	Berkmaanx. S		/	/	/	/	/	/	/
11	Bharathi. T		/	/	/	/	/	a	/
12	Chozharajan. P		a	/	/	/	/	/	/
13	Dhanalakshmi. M		a	/	/	/	/	/	/
14	Dhinesh priya. c		/	/	/	/	/	/	/
15	Dhivyadarshini. J		/	/	/	/	/	/	/
16	Dirya. K		/	/	/	/	/	/	/
17	Durga. S (08.03.1998)		/	/	/	/	/	/	/
18	Durga. S (10.06.1998)		/	/	/	/	/	/	/
19	Elakiga. P		/	/	/	/	/	/	/
20	Ezhilarasi. R		/	a	a	/	/	/	/
21	Gayathri. J. S		/	/	a	/	/	/	/
22	Gayathriy. K		/	/	/	/	/	/	/
23	Hariprakash. R.A.		/	/	/	/	/	/	/
24	Haritha. S		/	/	/	/	/	/	/
25	Jaishree. K		/	/	/	/	/	/	/

Roll No.	20	5	6	12	13	19	20
	8	9	9	9	9	9	9
	8	2	8	2	8	2	8
1	/	/	a	/	/	/	/
2	/	/	/	a	a	/	/
3	/	a	a	/	/	/	/
4	/	/	/	/	/	/	/
5	/	a	/	/	/	/	/
6	/	/	a	/	/	R	R
7	/	/	/	/	/	E	E
8	/	/	/	/	/	V	V
9	/	/	/	/	/	I	I
10	/	/	/	/	/	S	S
11	/	a	/	a	a	/	/
12	/	/	/	a	a	o	o
13	/	/	/	/	/	N	N
14	/	a	a	/	/	/	/
15	/	/	/	/	/	/	/
16	/	/	a	/	/	/	/
17	/	/	/	/	/	/	/
18	/	/	/	/	/	/	/
19	/	/	/	/	/	/	/
20	/	/	/	/	/	/	/
21	/	/	/	/	a	/	/
22	/	/	/	/	/	/	/
23	/	/	/	/	/	/	/
24	/	/	/	/	/	/	/
25	a	/	/	/	/	/	/

Attendance Particulars								
Sl. No.	Name	Date	21	27	28	4	5	11
		Month	6	6	6	7	7	7
		Period	8	2	8	2	8	2
51								
52		Present	45	45	44	49	49	48
53		Absent	5	5	6	1	1	2
54		Signature	8	8	8	8	8	8
55								
56								
57								
58								
59								
60								
61								
62								
63								
64								
65								
66								
67								
68								
69								
70								
71								
72								
73								
74								
75								
No. of Students		Present						
		Absent						
		Staff Signature						

25

Sl. No.	Roll No.	30	5	6	12	13	19	20
		8	9	9	9	9	9	9
		8	2	8	2	8	2	8
51								
52		47	45	45	43	42	-	-
53		3	5	5	7	8	-	-
54		8	8	8	8	8	8	8
55								
56								
57								
58								
59								
60								
61								
62								
63								
64								
65								
66								
67								
68								
69								
70								
71								
72								
73								
74								
75								
Pr								
Ab								
Sig								

28

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P
 Name of the Subject : Aptitude Code _____
 Branch : Civil
 Semester : V Year II 'B'
 Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	10	50%.	
End of the Second Month	17	16	80%.	
End of the Third Month	20	21	100%.	
End of the Fourth Month				

Attendance Particulars												
Roll No.	Name	Date	26	27	3	4	10	11	17	18	24	25
		Month	6	6	7	7	7	7	7	7	7	7
		Period	8	4	8	4	8	4	8	4	8	4
26	Sathiya Priya. V			/	/	/	/	a	/	/	/	/
27	Sathiyaraj. R			/	/	/	/	/	/	/	/	/
28	Sathiyaseelan. G			/	a	/	/	/	/	/	/	/
29	Shalinideri. P			/	/	/	/	/	/	/	/	/
30	Shanthini. A			/	/	/	/	/	/	/	/	/
31	Sirajul Firthhousei. M	R	/	/	/	/	/	/	/	/	/	/
32	Sugapriya. B	A	a	/	/	a	/	/	/	/	/	/
33	Suaveethi. R	M	/	/	/	/	/	a	a	/	/	/
34	Surya Kumar. K	Z	/	/	/	/	/	a	/	/	/	/
35	Suveetha. P. S.	A	/	/	/	/	/	/	/	/	a	/
36	Tamil Elakkiya. R	N	/	/	/	/	/	/	/	/	/	/
37	Tamil Kari. K		/	/	/	/	/	/	/	/	/	/
38	Tamil Mani. K	H	/	/	/	/	/	/	/	/	/	/
39	Vasanth. S	O	/	/	/	/	/	/	/	/	/	/
40	Vasantha Kumar. V	L	/	/	/	/	/	/	/	/	/	/
41	Veeas Selvan. N	I	a	a	/	a	a	a	a	a	a	/
42	Venkatesan. M	D	/	/	/	/	/	a	/	/	/	/
43	Venkateshwaran. M	A	/	/	/	/	/	/	a	/	/	/
44	Vidhiya Sagar. B	Y	/	/	/	/	/	/	/	/	a	/
45	Vignesh. M		/	/	/	/	/	/	/	/	a	/
46	Vignesh Kumar. R		/	/	/	/	/	/	/	/	/	/
47	Vinoliya. P		/	/	/	/	/	/	/	/	/	/
48	Vinoth. V		/	/	/	/	/	/	/	/	/	/
49	Vinotha. S		/	/	/	/	/	/	/	/	/	/
50	Vinoth Kumar. K		/	/	/	/	/	/	/	/	/	/

Roll No.	5	5	12	18	19
	9	9	9	9	9
	3	4	4	8	4
26	/	/	/	/	/
27	/	/	/	/	/
28	/	/	/	/	/
29	/	/	a	/	A
30	/	/	a	/	S
31	/	/	/	/	S
32	/	/	/	/	E
33	/	/	/	/	S
34	/	/	/	/	S
35	a	a	/	/	M
36	/	/	/	/	E
37	/	/	/	/	N
38	/	/	/	/	T
39	/	/	/	a	/
40	/	/	/	/	T
41	a	a	a	/	E
42	a	a	/	/	S
43	/	/	/	/	T
44	/	/	/	/	/
45	/	/	/	/	2
46	/	/	/	/	/
47	/	/	/	/	/
48	/	/	/	/	/
49	/	/	/	/	/
50	/	/	/	/	/



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2017-2018

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL FINAL YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 344

NAME OF THE RESOURCE PERSON: SOFT SKILLS – Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

Training and placement department conducts soft skills training sessions separately from the regular academic schedule of every semester for all the students in the II, III, and IV years. This program aims to improve the students' ability to match with the industry's requirements in interpersonal and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem-solving skills, analytical abilities, etc. For both ODD and EVEN semesters, a separate syllabus and course plan are prepared and distributed to each branch.

As per the T&P department's syllabi for the academic year 2017-2018, soft skills and quantitative aptitude sessions were conducted. Three hours of training material is provided to enhance the students' communication, interpersonal and problem-solving skills, as well as analytic ability for the II, III, and final year students. In the classroom, students participate in intensive activities and do home work to improve their employability skills. A well-prepared quantitative aptitude exercise is given to the students on various topics, such as data interpretation, percentages, number series, arithmetic aptitude, and more.

Additionally, the final year students will undergo a week-long intensive training program on aptitude, soft skills, and technical skills as well as campus interviews. Efforts are made to ensure that students join the companies in time to benefit both the company and the students.

ASSESSMENT PROCEDURE

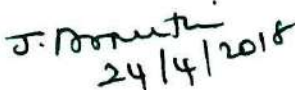
- The students are regularly assessed on communication skills, body language, and interview Skills.
- A mock interview and group discussion are conducted for those in their final year of study
- Quantitative aptitude test covering topics such as data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Gain a better understanding of their discipline's career prospects.
- The ability to understand and apply interview skills and group discussions.
- To be able to correctly answer the quantitative aptitude test.
- Understanding body language as a tool for self-development.


VP/HEAD-T&P


24/4/2018
PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS – IV YEAR (Seventh Semesters)

1. Interview Skills**4**

A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.

2. Group Discussion**4**

Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in A GD.

3. Etiquette and Manners**2**

Etiquette – Introduction, Classification. Manner – Introduction practicing good manners, Professional manners – Corporate grooming tips.

Total Periods: 10

[Signature]
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STAFF INCHARGE

[Signature]

[Signature]
VP/HOD

Verified
[Signature]
26/04/20



SYLLABUS

QUANTITATIVE APTITUDE – IV YEAR (Seventh Semester)

Coding and Decoding - Introduction, important condition and types of number coding and alphabets coding – Analogy. 2

Odd Man Out and Reasoning – Definition and types reasoning problems 2

Ratio and Proportion – Definition – Variations and Problems 2

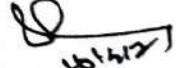
Time and work – Definition – working with different efficiencies 2

Data Sufficiency and Blood Relations – Definition – Data sufficiency. Problems on blood relation. 2

Total Periods: 10


P. Div.
STAFF INCHARGE




VP/HOD

Verified
25/06/17



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS - IV YEAR (Eight Semester)

1. Interview Skills

2

A to Z of interview - Types of Interview - Phone interview - Questions Asked - Reason for rejecting the candidate - on the day of interview.

2. Group Discussion

2

Need and Scope - Characters Tested in a GD - Tips on GD - Types of GD - Skills Required in a GD - Behaviour in GD - Essential Elements - GD Etiquette - Non Verbal Communication in a GD.

3. Career Planning

2

Introduction - Guidelines for choosing a career plan - Tips for successful career planning - Exercise - Test your career interest.

4. Work Culture

2

Introduction to Values - formation of values - Types of values - Individual behavior in work place - team building - Skills needed for team work - A model of team building - role team members - Exercise - Test your team work skills

5. Leadership Qualities

2

Introduction - types of leadership - Leaders are born or made - common skills required for a successful leader - communication skills, public speaking skills, attitude, perseverance, empathy & etc

6. Stress Management

2

Introduction - Kinds of stress - Sources of stress - Effects of stress - Spotting stress in you - Exercise - Test your level of stress.

J. Dhanasekaran
 21/11/2017

Total Periods: 12

B. S. Srinivasan
STAFF INCHARGE

S. Srinivasan
VP/HEAD T & P

Verified
EP
 15/11/17

Soft Skills 1

KCE/T&P/CP/IV YR/SS



SYLLABUS

QUANTITATIVE APTITUDE – IV YEAR (Eighth Semester)

Problems on numbers - Introduction, types of numbers, test of divisibility - numbers based company question papers 2

Problems on age - Introduction, types of forward and backward problems on age 2

Seating Arrangement - Definition and conditions of seating arrangements - Circular arrangements based company question paper 2

Reasoning - Introduction, types of reasoning, reasoning based company question paper 2

Profit and Loss - Definition, Formulae and its types. 2

Total Periods: 10

P. Srinivas

STAFF INCHARGE

J. Manjunath
21/11/2017

VP/Head - T&P
15/11/17

Verified
26/11/17

Attendance and Assessment Record

Name of the Staff : K. Sudhakar, P. Suganya Dept T&P

Name of the Subject : Softskills, Aptitude Code _____

Branch : Civil

Semester : VIII Year IV

Date of Commencement : 18.12.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
<u>Softskills</u> End of the First Month	<u>7</u>	<u>7</u>	<u>70%</u>	
<u>Aptitude</u>	<u>4</u>	<u>3</u>	<u>30%</u>	
<u>Soft skills.</u> End of the Second Month	<u>8</u>	<u>8</u>	<u>80%</u>	
<u>Aptitude</u>	<u>5</u>	<u>5</u>	<u>50%</u>	
End of the Third Month				
End of the Fourth Month				

Attendance and Assessment Record

Name of the Staff : J. SUDHAKAR Dept Training & Placement

Name of the Subject : Soft Skills, Aptitude Code _____

Branch : ECE

Semester : VIII Year IV

Date of Commencement : 26/12/2016 Last Working Day 17/02/17

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
SS End of the First Month	4	3	40%	
Aptitude	5	5	50%	
Varied SS End of the Second Month	5	5	50%	
Aptitude	6	6	60%	
End of the Third Month				
End of the Fourth Month				

Class Cancelled
due to project
Holidays


PRINCIPAL

Soft skill

Attendance Particulars							
Roll No.	Name	Date	30	06	13	20	27
		Month	12	01	01	01	0
		Period	4	4	4	4	4
1	MAHANANDHINI. J.	/	/				/
2	MANGALANAYAGI. S	/	/				/
3	MANIKANDAN. D	/	/				/
4	MANJULAVANI. H	/	/				0
5	MARUTHANAYAKI. B	/	/			H	
6	NABINIYA. M	/	/	P	0		/
7	NADIMUTHU. J.	a	/	0	L		/
8	NAGANANDHINI. G.	/	/	N	I		/
9	NISHA. R.	/	/	G	D		/
10	NIVETHA. R.	/	/	A	A		/
11	NOORJAHAN. S	/	/	L	Y		/
12	PADMAPRIYA. K.	a	/				/
13	PAVITHRA. E	/	/	H			/
14	PAVITHRA. S	a	/	0			/
15	PRABHA. R.	/	/	L			/
16	PRABHAKARAN. S	a	/	/			/
17	PREETHI. M	/	/	D			/
18	PREETHIKA. V	/	/	A			/
19	PRIVADARSINI. S	/	/	Y			/
20	PRIYADHARSHINI. A	/	/				/
21	PRIYADHARSHINI. K.	a	/				/
22	PRIYANGA. V.	/	/				/
23	PRIYANKA. M.	/	/				/
24	PRIYANKA. R.	/	/				/
25	PRIYANKA. V.	/	/				/

Aptitude

Roll No.	27	3	10	17	24	31	7	14
	12	1	1	1	1	1	2	2
	8	8	8	8	8	8	8	8
1	/	/	/		/	/		/
2	/	/	/		/	/		/
3	/	/	a		/	/		/
4	a	/	a		a	/		/
5	/	/	a		/	/		/
6	/	/	/	P	/	/	S	/
7	/	a	/	0	/	/	P	/
8	/	/	/	N	/	a	E	a
9	/	/	a	G	/	/	C	/
10	/	/	a	A	/	/	I	/
11	/	/	/	L	/	/	A	/
12	/	/	a		/	/	L	/
13	/	/	a	H	/	/		/
14	/	/	a	0	/	/	T	/
15	/	/	/	L	/	/	I	/
16	/	a	/	I	/	/	M	/
17	/	/	/	D	/	/	E	/
18	/	/	a	A	/	a		/
19	/	/	/	Y	/	/	T	a
20	/	/	/		/	/	A	/
21	/	/	/		/	/	B	/
22	/	/	a		/	/	L	/
23	/	/	a		/	/	E	/
24	/	/	/		/	/		/
25	/	/	/		/	/		a

Attendance Particulars									
Roll No.	Name	Date	30	06	13	20	27	03	10
		Month	12	01	01	01	01	02	01
		Period	4	4	4	4	4	4	4
26	RAJA GOWRI.V		/	/			/	/	
27	RAJA RAJAN.V		a	/			/	a	
28	RAJASRI.E		/	/			/	/	
29	RAJESHWARI.R.		/	/			/	/	
30	RAMYA.K.		/	/		H	/	/	
31	RANJITH KUMAR.K.		/	/	P	0	/	a	
32	ROSHINI.P.		/	/	0	L	/	/	
33	SALMA BEGUM.R.		a	/	N	/	/	/	
34	SANGEETHA.S.B.		/	/	G	D	/	a	
35	SHALINI.K.		/	/	A	A	/	/	
36	SHANMUGA PRIYA.R.		/	/	L	Y	/	/	
37	SHANMUGA PRIYA.K.		/	/			/	a	
38	SHIVASHANKAR.A.		/	/	H		a	a	
39	SHOBICA.S		/	/	0		/	/	
40	SHYAMALA.K.		/	/	L		/	/	
41	SINDHUTA.S		/	/	/		/	/	
42	SWARANJANI.S		/	/	D		/	/	
43	SRI DEVI.A.		/	/	A		/	/	
44	SRI HARINEE.K		/	/	Y		/	/	
45	STEPHYGRAPH.A.		/	/			/	/	
46	SUBBALAH.E		a	/			/	a	
47	SURUTHI.R.		/	/			/	/	
48	SUSANDHIYAA.R.S.		/	/			/	/	
49	SUSHMITHA.P		/	/			/	/	
50	SWAMI PRABAKARAN.K.		/	/			/	a	

14

Roll No.	27	3	10	17	24	31	7
	12	1	1	1	1	1	2
	8	8	8	8	8	8	8
26	/	/	/		/	/	
27	/	/	/		/	/	
28	/	/	/		/	a	
29	/	/	/		/	/	
30	/	/	/		/	/	
31	/	/	/	P	/	a	S
32	/	/	/	0	/	/	P
33	/	/	/	N	/	/	E
34	/	/	/	G	/	a	C
35	/	/	/	A	/	/	/
36	/	/	/	L	/	/	A
37	/	/	/		/	/	L
38	a	/	/	H	a	a	
39	/	/	/	0	/	/	T
40	/	/	/	L	/	/	/
41	/	/	/	/	/	/	M
42	/	/	/	D	/	/	E
43	/	/	/	A	/	/	
44	/	/	a	Y	/	/	T
45	/	/	/		/	/	A
46	a	/	a		/	/	/
47	a	/	/		/	/	/
48	/	/	/		/	/	/
49	/	/	/		/	/	/
50	a	/	/		/	/	/

16

Attendance Particulars									
Roll No.	Name	Date	30	06	13	20	27	03	11
		Month	12	01	01	01	01	02	02
		Period	4	4	4	4	4	4	4
51	SWATHI.R		/	/			/	/	/
52	VELMURUGAN.R		a	/			/	a	/
53	VETRISSELVI.M		/	/		H	/	/	/
54	VIJNESH.U		/	/	P	O	/	a	/
55	VIJNESH PANDIAN.M		/	/	C	L	/	a	/
56	VIJAY.D		a	/	N	/	/	/	/
57	VIJAY.S		/	/	G	D	/	/	/
58	VIJAYALAKSHMI.A		/	/	A	A	/	/	/
59	POTHUM SELVI.R		/	/	L	Y	/	a	/
60	DEEPIKA.R		/	/			/	/	/
61	NAVSATH BEGUM.T		/	/	H		a	/	/
62	NARESH KUMAR.K		/	/	O		/	a	/
63	MADHAN KUMAR.M		/	/	L		/	a	/
64	VINOTH KUMAR.S		/	/	/		/	/	a
65					D				
66					A				
67					Y				
68									
69									
70									
71									
72									
73									
74									
75									
No. of Students		Present	54	64	-	-	61	48	63
		Absent	10	N/A	-	-	03	16	01
		Staff Signature							

26

Roll No.	27	3	10	17	24	31	7
	12	1	1	1	1	1	2
	8	8	8	8	8	8	8
51	/	/	a		/	/	
52	a	/	/		/	a	
53	/	/	/		/	/	
54	a	/	a	P	/	/	S
55	/	/	/	O	/	a	I
56	a	a	/	N	/	/	E
57	a	a	/	G	/	/	C
58	/	/	/	A	/	/	I
59	/	/	/	L	/	/	A
60	/	/	/		/	/	L
61	/	/	/	H	/	/	
62	a	a	a	O	/	a	T
63	a	/	a	L	a	/	I
64	a	/	/	/	/	/	M
65				D			E
66				A			
67				Y			T
68							A
69							B
70							L
71							E
72							
73							
74							
75							
Pr	53	59	49		61	55	
Ab	11	05	17		03	9	
Sig.							

28

Attendance and Assessment Record

Name of the Staff : K. Sudhakar, P. Suganya Dept T & P

Name of the Subject : Softskills, Aptitude Code _____

Branch : ECE 'A'

Semester : VII Year IV

Date of Commencement : 01/07/16 Last Working Day 27/09/16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month <i>SS</i> <i>Apti</i>	<i>4</i>	<i>4</i>	<i>40%</i>	<i>J. Nimm</i> <i>8/8/16</i>
End of the Second Month <i>SS</i> <i>Aptitude</i>	<i>5</i> <i>3</i>	<i>5</i> <i>3</i>	<i>50%</i> <i>30%</i>	<i>J. Nimm</i> <i>8/9/16</i>
End of the Third Month	<i>03</i> <i>03</i>	<i>02</i> <i>02</i>	<i>100%</i> <i>100%</i>	<i>J. Nimm</i> <i>8/11/16</i>
End of the Fourth Month				

Portions covered
High
50%

PRINCIPAL

Soft Skills

Attendance Particulars

Roll No.	Name	Date	05	12	19	26	02	09	16	23
		Month	07	07	07	07	08	08	08	08
		Period	7	7	7	7	7	7	7	7
1	S. Aarthi		/	/	/	/	a	/	/	/
2	R. Abanassi		/	/	/	/	/	/	/	/
3	A. Abinavi		/	/	/	/	/	/	/	/
4	A. Abinaya		/	/	/	/	/	a	/	/
5	S. Abirami		/	/	/	/	/	/	a	/
6	A. Agasthiya		/	/	/	/	/	/	/	/
7	V. Ajeethkumar		/	/	/	/	/	a	/	/
8	N. Akalya		/	a	/	/	/	/	/	/
9	A. Akshaya		/	/	/	/	/	/	a	/
10	S. Anitha		/	/	/	/	/	/	/	/
11	A. Annalakshmi		/	/	/	/	/	/	/	/
12	M. Anu Rathika		a	/	/	/	/	/	/	a
13	A. Anusha		/	/	/	/	/	/	/	/
14	K. Aravind		/	/	/	/	/	/	/	/
15	R. Aravindh		/	a	/	/	/	/	/	a
16	A. Aravindh		/	a	/	/	a	/	/	/
17	R. Aravindh		a	/	/	/	/	/	/	a
18	x. Arokia Ajith Leo		/	/	/	/	/	/	a	/
19	A. Arthi		/	a	/	/	/	/	a	a
20	G. Arun Kumar		/	/	/	/	/	/	/	/
21	V. Arun Kumar		/	a	a	/	a	/	/	/
22	J. Ashiya Begum		a	/	/	/	/	/	/	/
23	M. Ashvitha		/	/	/	/	/	/	/	/
24	G. Bangari		/	/	/	/	/	/	/	/
25	S. Bashirunnisha		a	a	/	/	/	/	/	/

2

Aptitude

Roll No.	7	14	21	28	4	11
	7	7	7	7	8	8
	3	3	3	3	3	3
1	/	/	/	/	/	/
2	/	/	/	/	/	/
3	/	/	/	/	/	/
4	/	/	/	/	A	/
5	/	/	/	/	S	/
6	/	/	/	/	S	/
7	/	/	/	/	E	/
8	/	/	/	/	S	/
9	/	/	/	/	M	/
10	/	/	/	/	E	/
11	/	/	/	/	N	/
12	/	/	/	00	T	/
13	/	/	/	/	/	/
14	/	/	/	/	T	/
15	/	a	/	/	E	/
16	a	a	a	/	S	a
17	/	/	/	/	T	a
18	/	/	/	/	/	/
19	a	/	a	/	1	/
20	/	/	/	/	/	/
21	a	a	a	/	/	a
22	a	/	a	/	/	/
23	/	/	/	/	/	/
24	/	/	/	/	/	/
25	a	/	/	/	/	/

4

Attendance Particulars

Roll No.	Name	Date	05	12	19	26	02	09	16	23
		Month	07	07	07	08	08	08	08	08
		Period	7	7	7	7	7	7	7	7
26	S. Bavatharani		/	/	/	/	/	/	/	/
27	S. Beeshman		/	a	/	/	/	/	/	/
28	A. Benita		/	/	/	/	/	/	/	/
29	C. Chandamala		/	/	/	/	/	/	/	/
30	S. Chanthiya		/	/	/	/	/	/	a	/
31	L. Deepika		/	/	/	/	/	/	/	/
32	M. Dhasani		/	/	/	/	/	/	/	/
33	P. Durgadevi		/	/	/	/	/	a	/	/
34	M. Elamathi		/	/	/	/	/	/	/	/
35	T. Esther Thanisha		/	/	/	/	/	/	/	/
36	N. Faridha Nassir		/	/	/	/	/	/	/	/
37	A. Gayathri		a	a	a	a	a	a	a	a
38	A. Gnanthaman		/	/	a	/	/	/	/	/
39	S. Gunaselan		/	a	/	/	a	/	/	/
40	P. Hari Priya		/	/	/	/	/	/	/	/
41	R. Hasika Priya		/	/	/	/	/	/	/	/
42	R. Hemalatha		/	/	/	/	/	/	/	/
43	B. Ishwarya		/	/	/	/	/	/	/	/
44	K. Jasmine		a	/	/	/	/	/	/	/
45	M. Jayalakshmi		/	/	/	/	/	/	/	/
46	M. Jeeva		/	/	/	/	/	/	/	/
47	R. Kalaiyarnasi		/	/	/	/	/	/	/	/
48	R. Kasthika		/	/	a	/	/	/	/	/
49	S. Kaveri		/	/	/	/	/	a	/	/
50	R. Kavitha		/	/	/	/	/	/	/	/

14

Roll No.	7	14	21	28	4	29
	7	7	7	7	8	19
	3	3	3	3	3	3
26	/	/	/	/	/	/
27	a	a	a	/	/	/
28	/	/	/	/	/	/
29	/	/	/	/	/	/
30	/	/	/	/	A	2
31	/	/	a	/	S	/
32	/	/	/	/	S	/
33	/	/	/	/	E	/
34	/	/	/	/	S	/
35	/	/	/	/	M	/
36	a	/	/	/	E	/
37	a	a	a	a	N	/
38	/	/	/	a	T	/
39	a	a	a	/	/	/
40	/	/	/	/	T	/
41	/	/	/	/	E	/
42	/	/	/	/	S	/
43	/	/	/	/	T	/
44	a	/	/	/	/	/
45	/	/	/	/	1	/
46	/	/	/	/	/	/
47	a	/	/	/	/	/
48	/	/	/	/	/	/
49	/	a	/	/	/	/
50	/	/	/	/	/	/

18

Attendance Particulars									
Roll No.	Name	Date	05	12	19	26	02	09	16
		Month	07	07	07	07	08	08	08
		Period	7	7	7	7	7	7	7
51	B. Kiruthika		/	/	/	/	/	/	/
52	G. K. Kishore		/	/	/	/	/	/	/
53	S. Kaishnaveni		/	/	a	/	/	/	/
54	G. Lavanya		/	/	a	a	/	/	/
55	P. Lavanya		/	/	/	/	/	/	/
56	M. Madhuvanthi		/	/	/	/	/	/	/
57	T. Aravind		/	a	/	/	a	/	/
58	G. Ram Kumar		/	a	a	a	a	/	/
59	P. Shanmuga Priya		/	/	/	/	/	/	/
60	K. Vignesh		/	a	/	a	a	/	/
61									
62									
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
No. of Students		Present	54	48	53	50	53	55	58
		Absent	06	12	07	04	07	05	07
		Staff Signature							

26

Roll No.	7	14	21	28	4	11	18	25	29
	7	7	7	7	8	8	8	8	9
	3	3	3	3	3	3	3	3	3
51	/	/	/	/	/	/	/	/	/
52	/	/	a	/	/	/	/	/	/
53	/	/	/	/	A	/	/	/	R
54	/	/	/	/	S	/	/	/	E
55	/	/	/	/	S	/	/	/	V
56	a	/	/	/	E	/	/	/	I
57	a	a	a	/	S	a	/	/	S
58	a	a	a	/	M	a	a	/	I
59	/	/	/	/	E	/	/	/	C
60	a	a	a	a	N	a	/	/	N
61					T				
62									
63					T				
64					E				
65					S				
66					T				
67									
68					1				
69									
70									
71									
72									
73									
74									
75									
Pr	45	50	48	57		51	51	8	
Ab	15	10	12	03		09	09		
Sig.	B	B	B	B		B	B		

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Attendance and Assessment Record

Name of the Staff : B. Suresh Babu, P. Suganya Dept T & P
 Name of the Subject : Softskills, Aptitude Code _____
 Branch : IT
 Semester : VII Year IV
 Date of Commencement : 01/07/16 Last Working Day 1.10.16

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
SS End of the First Month	4	4	40%.	
Aptitude	4	4	40%	
SS End of the Second Month	4	3	30 %.	
Aptitude	4	4	40 %.	
SS End of the Third Month	3	3	30 %.	
Aptitude	2	2	20 %.	
End of the Fourth Month				

PRINCIPAL

Soft skills

Attendance Particulars												
Roll No.	Name	Date	04	04	18	25	1	8	29	12	19	26
		Month	07	07	7	7	8	8	8	9	9	9
		Period	7	8	8	8	8	8	8	8	8	8
1	S. Abinaya		1	1	1	1	1	1	1	1	1	1
2	S. Abinash		1	a	a	1	1	1	a	a	1	1
3	R. Abirami		1	1	a	1	1	1	1	1	1	1
4	A. Ajitha		1	1	1	1	1	1	1	1	1	1
5	R. Arul Vaishnavi		a	a	a	1	1	1	1	1	1	1
6	R. Arulmozhi Cholan		1	1	a	1	1	1	1	a	1	1
7	N. Bhanika		a	a	1	1	1	1	1	1	a	1
8	S. Emmanuel Sujasmon		1	a	a	1	1	1	1	a	a	1
9	M. Ishwarya		1	a	1	1	1	1	1	1	1	1
10	J. Karthika		1	1	1	1	1	1	1	a	1	1
11	P. Moorthy		1	a	1	1	1	a	1	c	1	1
12	M. Naveen Pradeep		1	1	a	1	1	1	a	a	a	a
13	R. Nireetha		1	1	1	1	1	1	1	1	1	1
14	V. Niveetha		a	a	a	1	1	1	1	1	1	1
15	R. Rajkumar		1	a	1	1	1	1	1	1	1	1
16	K. Samuel		1	a	1	1	1	1	1	1	1	1
17	E. Sangavi		1	1	1	1	1	1	1	1	1	1
18	K. Sankari		1	a	1	1	a	1	1	a	1	1
19	R. Seerthi		1	1	1	1	1	1	1	1	1	1
20	A. Subha		1	1	1	a	1	1	1	1	1	1
21	M. Uma		1	1	1	1	1	1	1	1	1	1
22	R. Venkatesh		1	a	a	1	1	1	1	1	1	1
23	S. Veronica Mary		1	1	a	a	a	1	1	1	1	1
24	K. Yogalakshmi Bai		1	1	1	1	1	1	1	1	1	1
25	M. Malini		1	a	1	1	1	1	1	1	1	1

Attendance Particulars

Roll No.	Name	Date	04	04	18	25	1	8	29	12	19	23
		Month	07	07	7	7	7	8	8	9	9	9
		Period	8	8	8	8	8	8	8	8	8	8
26	R. Narendran		1	2	2	1	1	1	1	1	1	1
27												
28												
29												
30	Present		23	23	16	24	25	24	23	21	22	25
31	Absent		3	3	10	02	01	01	03	05	04	01
32	Staff Signature		R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran	R. Narendran
33												
34												
35												

Attendance and Assessment Record

Name of the Staff : B. Barankumar, P. Suganya Dept T & P

Name of the Subject : Softskills, Aptitude Code _____

Branch : ECE

Semester : VII Year IV

Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	6	6	60%.	
Aptitude	6	6	60%.	
Softskills End of the Second Month	3	2 (8)	80%.	
Aptitude	5	1 (7)	80%.	
End of the Third Month				
End of the Fourth Month				

Aptitude

Attendance Particulars										
Roll No.	Name	Date	22	29	6	13	20	27	3	10
		Month	6	6	7	7	7	7	8	8
		Period	8	6	8	8	8	8	8	8
1	N. Aberayavanshandevi		/	/	/	/	/	/		/
2	G. Abinaya		/	/	/	/	/	/		/
3	G. Abinaya		/	/	/	/	/	/		/
4	M. Abinaya		/	/	/	/	/	/		/
5	K. Abirami		/	/	/	/	/	/	C	/
6	A. Akalya		a	a	/	/	/	/	L	/
7	N. Aravind		/	/	/	/	/	/	A	/
8	A. Aravind Armstrong		/	/	/	/	/	/	S	/
9	M. Ararith		/	/	/	/	/	/	S	/
10	S. Balaji		/	/	/	a	/	/		/
11	S. Daxayani		/	/	/	/	/	/	C	/
12	P. Dharameswari		/	/	/	/	/	/	A	/
13	S. Dhivyalakshmi		/	/	/	/	/	/	N	/
14	K. Divya Abarethi		/	/	/	/	/	/	C	/
15	S. Indhumathi		/	/	/	/	/	/	E	/
16	K. Janani		/	/	/	/	/	/	L	/
17	M. Jeyarobinson		/	/	/	/	/	/	L	/
18	K. Karthick		a	/	/	/	/	/	E	/
19	V. Karthick		/	/	/	/	/	/	D	/
20	K. Kiruthika		/	/	/	/	/	/		/
21	A. Mahibalan		a	/	/	/	/	/		/
22	S. Manikandan		/	/	/	a	a	/		/
23	S. Mohanlalitha		/	/	/	/	/	/		/
24	A. Mukesh		/	/	/	/	/	/		/
25	A. Ponni		/	/	/	/	/	/		/

2

Softskills

Roll No.								
	23	30	7	14	21	28		
	6	6	7	7	7	7		
	4	4	4	4	4	4		
1	/	/	/	/	/	/		
2	/	A	/	/	/	/		
3	/	/	/	/	/	/		
4	/	/	/	/	/	/		
5	/	/	/	/	/	/		
6	a	/	/	/	/	/		
7	/	A	/	/	/	/		
8	/	/	/	/	/	/		
9	/	/	/	/	/	/		
10	/	/	/	/	/	/		
11	/	/	/	/	/	/		
12	/	/	/	/	/	/		
13	/	/	/	/	/	/		
14	/	/	/	/	/	/		
15	/	/	/	/	/	/		
16	/	/	/	/	/	/		
17	/	/	/	/	/	/		
18	a	/	/	/	/	/		
19	/	/	/	/	/	/		
20	/	A	/	/	/	/		
21	a	/	/	/	/	/		
22	/	/	/	/	/	/		
23	/	/	/	/	/	/		
24	/	/	A	/	/	/		
25	/	/	/	/	/	/		

4

Attendance Particulars												
Roll No.	Name	Date	22	29	6	13	20	27	3	10	17	24
		Month	6	6	7	7	7	7	8	8	8	8
		Period	8	6	8	8	8	8	8	8	8	8
26	S. Priyadharsini		/	/	/	/	/	/			a	
27	A. Ravichandran		/	/	/	/	/	/		/		
28	P. Sagundhaladevi		/	/	/	/	/	/		/		
29	R. Saranya		/	/	/	/	/	/		/		
30	S. Saravanabhavan		/	/	/	/	/	/	C	/	R	
31	M. Sathya Priya		/	/	/	/	/	/	L	/	E	
32	S. Seetha		/	/	/	/	/	a	A	/	V	
33	T.R. Shanthini		/	/	/	/	/	/	S	/	I	
34	K. Suga Priya		/	/	/	/	/	/	S	/	S	
35	R. Swathi Priya		/	/	/	/	/	/		/	/	
36	K. Swathi Priya		/	/	/	/	/	/	C	/	O	
37	A. Valarmathi		/	a	/	/	/	/	A	a	N	
38	K. Venkatesh		/	/	/	/	/	a	N	/		
39	T. Venkatramani		/	a	/	/	/	/	C	/		
40	G. Bhakyalakshmi		/	/	A	/	a	/	E	/		
41	R. Devasena		/	/	/	/	/	/	L	/		
42	R. Saranya		/	/	/	/	/	/	L	/		
43	M. Sirasathyan		a	/	/	/	/	/	E	/		
44									D			
45												
46												
47	Present		39	40	43	41	41	41	-	41		
48	Absent		A	3	-	2	2	2	-	2		
49	Signature		B	B	B	B	B	B	B	B		
50												

14

Roll No.	23	30	7	14	21	28
	6	6	7	7	7	7
	4	4	4	4	4	4
26	/	/	/	/	/	/
27	/	/	/	/	/	/
28	/	/	/	/	/	/
29	/	/	/	/	/	/
30	/	/	/	A	/	/
31	/	/	/	/	/	/
32	/	/	/	/	/	/
33	/	/	/	/	/	/
34	/	/	/	/	/	/
35	/	/	/	/	/	/
36	/	/	/	/	/	/
37	/	/	/	/	/	/
38	/	/	/	/	/	/
39	/	/	/	/	A	/
40	/	A	/	A	/	/
41	a	/	/	/	/	/
42	/	/	/	/	/	/
43	a	/	/	/	/	/
44						
45						
46						
47						
48	38	39	40	41	42	43
49	05	4	1	2	2	-
50						

16

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu, P. Suganya Dept TEP

Name of the Subject : Soft skills, Aptitude Code _____

Branch : CSE

Semester : VII Year IV

Date of Commencement : 21.06.17 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft skills End of the First Month	6	5	50%	
Aptitude	6	4	40%	
Soft skills End of the Second Month	10	9	90%	 25/8/17
Aptitude	8	6	60%	
End of the Third Month				
End of the Fourth Month				

Soft Skills

Attendance Particulars									
Roll No.	Name	Date	24	28	5	11	19	26	2
		Month	1	6	7	7	7	7	8
		Period	3	4	3	4	3	3	3
1	ABTHAEL.A		1	1	1	1		1	1
2	ABINAYA.J		1	1	1	1		1	1
3	ABIRAMT.B		1	1	1	1		1	1
4	ABIRAMT.D		1	1	1	1		1	1
5	ADALERU.A		1	1	1	1	T	1	1
6	ATSHWARYA.S		1	1	1	1	E	1	1
7	ANBUOVIA.V		1	1	1	1	C	a	1
8	ANUSUYA.G		1	1	1	1	H	1	1
9	ARUL JOTHI.M		1	1	1	1	N	1	a
10	BARANITHARAN.M		1	1	1	1	1	1	1
11	BHOOPATHI RAT.J		1	1	1	1	C	1	1
12	DEIVANAT.M		1	1	1	1	A	1	1
13	GAYATHIRI.P		1	1	1	1	L	1	1
14	MADHAVAN.S		1	1	1	1		1	1
15	NAGARAJAN.R		1	1	1	1	T	1	1
16	RAGHUVARAN.K		1	1	1	1	R	1	a
17	RAJA PRASANTH.R		1	1	1	1	A	1	a
18	RAMESH KUMAR.M		1	1	1	1	1	1	1
19	SHALINI.T		1	1	1	1	N	1	1
20	SHANGEETHA.S		1	1	1	1	1	1	1
21	SIVA SANGART.R		1	1	a	a	N	1	1
22	SUBATRA.V		1	1	1	1	G	1	1
23	SUDIR SUDHARSAN RAO.H		1	a	1	1		1	1
24	SUVITHA.K		1	1	1	1		1	1
25	TAMTLNEETHI.N		1	1	1	1		1	1

2

Aptitude

Roll No.	23	30	7	14	21	28	
	6	6	7	7	7	7	22
	2	2	2	2	2	2	9
1	1	1	1	1			2
2	1	a	1	1			
3	1	1	1	1			
4	1	1	1	1			
5	1	a	1	1			
6	1	1	1	1	W	W	R
7	1	1	1	1	O	O	E
8	1	1	1	1	R	R	V
9	1	1	1	1	K	K	I
10	1	1	1	1	S	S	S
11	1	a	1	1	H	H	I
12	1	1	1	1	O	O	O
13	1	1	1	1	P	P	N
14	a	1	1	1			
15	1	1	1	1			
16	1	1	a	1			
17	1	1	a	1			
18	1	1	1	1	OD		
19	1	1	1	1			
20	1	1	1	1			
21	1	1	1	1			
22	1	1	1	1			
23	1	1	1	1			
24	a	1	1	1			
25	1	1	1	1			

4

Attendance Particulars									
Roll No.	Name	Date	21	28	5	11	19	26	2
		Month	6	6	7	7	7	7	8
		Period	3	3	3	4	3	3	3
26	VARSHANT. R		1	1	1	1		1	1
27	VIJAYARAVIND. S		1	1	1	1		1	1
28	VIJAY. R		1	a	1	1	T	1	1
29	VIKRAM. S		1	1	1	1	E	1	1
30	YOGESHWART. K		1	1	1	1	C	1	1
31	YUVARANT. T		1	1	1	1	H	1	1
32	BANUMATHI. S. R		0	1	1	1	N	a	1
33	DHIVAKAR. S		1	1	1	1	1	1	1
34	RAMYA. T		1	1	1	1	C	1	1
35							A		
36							L		
37							T		
38							R		
39							A		
40							I		
41							N		
42							I		
43							N		
44							G		
45									
46									
47									
48	Present		27	32	32	33		32	32
49	Absent		07	02	02	01		02	02
50	Signature		m	m	m	m		m	m

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Aptitude									
Roll No.	23	30	7	14	21	28	15	22	
	6	6	7	7	7	7	8	9	9
	2	2	2	2	2	2	2	2	2
26	1	1	1	1					
27	1	1	1	1					
28	1	1	1	a	W	W	R	R	
29	1	a	1	1	O	O	E	E	
30	1	1	1	1	R	R	V	V	
31	1	1	1	1	K	K	I	I	
32	a	1	1	1	S	S	S	S	
33	1	1	a	1	H	H	O	I	
34	a	1	1	1	O	O	O	O	
35					P	P	N	N	
36									
37									
38									
39									
40									
41									
42									
43									
44									
45									
46									
47									
48	30	30	31	33	-	-	34		
49	4	4	3	1	-	-	-		
50	B	B	B	B	B	B	B		

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Department of Training & Placement

1.2.2 Add-On Course 2018 – 2019

S.No	Year	Page No.
1.	II YEAR ALL BRANCHES	1 – 25
2.	III YEAR ALL BRANCHES	26 – 58
3.	IV YEAR ALL BRANCHES	59 – 106



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2018-2019

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL SECOND YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 213

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

The department of training and placement offers soft skills and aptitude training sessions as a separate Certificate Program along with the regular academic schedules of each semester for students of II, III and IV. Program goals include developing the students' abilities to match industry requirements in terms of interpersonal skills, interview skills, group discussion abilities, problem solving abilities, analytical skills, etc. A separate syllabus and course plan is prepared and distributed branch-by-branch for both even and odd semesters.

In the Academic Year 2018-2019, soft skills are emphasized as outlined in the syllabus of the T&P department. During 30 hours of training, the second students will acquire skill sets related to communication skills, interpersonal interaction, problem-solving abilities, and analytical thinking. To improve employability skills, the students are given intensive class room activities and homework. There are well-prepared quantitative aptitude exercises on topics such as data interpretation, percentages, number sense, arithmetic aptitude, etc.

ASSESSMENT PROCEDURE

- Communication skills, body language, and interview skills will be assessed frequently *
- The final year students will be required to participate in mock interviews and group discussions
- Testing of quantitative aptitude on data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.

VP/HEAD-T&P

J. Doran
26/4/2019
PRINCIPAL



SYLLABUS
SOFT SKILLS – II YEAR (Third Semester)

Introduction to soft skills & hard skills

Need for Soft Skills – Employability Skills – Need for Observation – Positive Attitude. 4

Break the ice berg – FEAR

Overcoming Fear 5 Life changing keys to overcome FEAR – Anglophobias. 4

Self Development – Etiquette & Manners

Become a Learner Cycle – Process of managing self

Etiquette – Classification of Etiquette – Personal, Business, Social, Dinner, Interview, Telephone interview, professional, work. 6

Manners – Exercise good manners, manners at wheel, in flight, professional manners & Social Manners.

Resume Building

Difference between Bio – data, CV, Resume – CV writing tips – Dos & Don'ts in CV writing – Designs of CV – Content, Sequence – Electronic CV tips – Cover letter – CV samples. 6

Book for Reference:

Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

I Just Love my Job – Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto
Library

R. S. M. S. 16/18
STAFF INCHARGE

J. Monu
05/06/2018

[Signature]
VP/HOD



DEPARTMENT OF TRAINING & PLACEMENT

SYLLABUS

SOFT SKILLS – II YEAR (Fourth Semester)

1. **Communication Skills Verbal - Oral Communication & Written Communication** (3)
 Listening, Reading, Speaking, Writing, Letter Writing, Resume' Building, Tips on improved Written Communication
Work up Exercise – Speak Out five lines about the person who inspired you, Test your hand writing
2. **Body Language** (3)
 Body talk – Forms of body language- Parts of Body Language – Types of Body language – Improving your body Language – Gestures and Body movement
Work up Exercise – Interpreting Body Language
3. **Priority Management & Time Management** (3)
 Prioritization – levels – Stone, Pebbles, and Sand Experiment
Class Participation – List your priorities in life
Time Management - Availability of time – "Time" Resource -Become a Time Manager – resolve conflict between Urgent tasks & important tasks.
Work Up Exercise – Calculation of your one day routine- How you spend & How to spend
4. **Group Discussions** (3)
 Need & Scope- Characters tested in a GD- Tips on GD – Types of GD – Skills required in a GD- Behavior in GD- Essential elements – GD Etiquette – Non verbal communication in a GD
Work up Exercise – Group Discussion

Text Book: Soft Skills – Know yourself and the world – Dr.K.Alex- S.chand & Co. Ltd

B. R. M.
 STAFF INCHARGE 14/11/18

J. Muthu
 24/11/2018

[Signature]
 VP/ HEAD (T&P)

Attendance and Assessment Record

Name of the Staff : R. Subhakar Dept TDP.

Name of the Subject : Soft Skills. Code _____

Branch II CSE

Semester IV Year II

Date of Commencement : 19/12/18 Last Working Day 22/03/2019.

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	06	05	42%.	
End of the Second Month	10	09	80%.	

Attendance Particulars

Roll No.	Name	Date	19	20	21	22	23	24	25	26	27	28	29	30	31
			12	12	01	01	01	02	02	02	02	02	02	02	02
			06	06	06	06	06	06	06	06	06	06	06	06	06
1	ABIMANYU	-S	/	/	/	/	/	/	/	/	/	/	/	/	/
2	ABINAYA	-P	/	a	/	a	/	/	/	/	/	/	/	/	/
3	ABITHA	-A	/	/	/	/	/	/	/	/	/	/	/	/	/
4	ANBARASAN	-R	/	/	/	/	/	/	/	/	/	/	/	/	/
5	ARUN	-R	/	/	/	/	/	/	/	/	/	a	a	a	a
6	DEEPA	-N	/	/	/	/	/	/	/	/	/	/	/	/	/
7	DHINAKARAN	-S	/	a	/	/	/	/	/	/	/	/	/	/	/
8	GANGADEVI	-A	/	/	/	/	/	/	/	/	/	/	/	/	/
9	GAYATHRI	-E	/	/	/	/	/	a	/	/	/	/	/	/	/
10	GNANAMBAL	-M	a	a	a	a	a	a	a	a	a	a	a	a	a
11	GOPALAKRISHNAN	-V	/	a	/	/	/	/	/	/	/	/	/	/	/
12	HAFEEZA	-A	/	/	/	/	/	/	/	/	/	/	/	/	/
13	JEEVITHA	-E	/	/	/	/	/	/	/	/	/	/	/	/	/
14	KABILAN	-B	/	/	/	/	/	/	/	/	/	/	/	/	/
15	KANNAN	-M	/	/	/	/	/	/	/	/	/	/	/	/	/
16	KARTHIK RAJA	-C	/	/	a	/	/	/	/	/	/	/	/	/	/
17	KARTHIK	-A	/	/	/	a	/	/	/	/	/	/	/	/	/
18	KEERTHANA	-B	/	/	/	/	/	/	/	/	/	/	/	/	/
19	LINDA CAROLYN	-J	/	a	/	/	/	/	/	/	/	/	/	/	/
20	MANGAIYARKKARASI	-K	/	/	/	/	/	a	/	/	/	/	/	/	/
21	NANCY PRIYA	-A	/	/	/	/	/	/	/	/	/	/	/	/	/
22	PONSHARAN	-V	/	/	/	/	/	/	/	/	/	/	/	/	/
23	POOJA	-E	/	/	/	/	a	/	/	/	/	/	/	/	/
24	PRAVEEN	-K	/	/	/	/	/	/	/	/	/	/	/	/	/
25	PREEETHA	-B	/	/	a	/	/	/	a	/	/	/	/	/	/

Attendance Particulars

Roll No.	Name	Date	19	26	02	23	30	05	13	20	21		
			12	12	01	01	01	02	02	02	02		
			06	06	06	6	6	3	6	6	4		
26	PRIYADHARSHINI . K		/	/	/	/	/	/	a	/	/		
27	RAJARAJAN . K		/	/	/	/	/	/	/	/	/		
28	SANTOSHKUMAR . S		/	/	/	/	/	/	/	/	/		
29	SARADHAPRIYA . S		/	/	/	/	/	/	/	/	/		
30	SASI KUMAR . L		/	/	/	/	/	/	/	/	/		
31	SHALINI . A		/	/	/	/	/	/	/	/	/		
32	SHALINI . P		/	/	/	a	/	/	/	/	/		
33	SHINY ROJA . F		/	a	/	/	/	/	/	/	/		
34	SHIYAMALA . R		/	/	/	/	/	/	/	/	/		
35	SUPRITHA . S		/	a	/	/	/	/	/	/	/		
36	SWEETHA . B		/	/	/	/	/	/	/	/	/		
37	THARIK SALMAN . B		/	a	/	/	/	/	/	/	/		
38	THEN DRAI . S		/	/	/	/	/	/	/	/	/		
39	THULASI . K		/	/	/	/	/	/	/	/	/		
40	UDHAYA . P		/	/	/	/	/	/	/	/	/		
41	VASANTH . Y		a	/	/	a	/	/	/	/	/		
42	VA SUDEVAN . R		/	/	/	/	/	/	/	/	/		
43	VENKATESH RAJU . K		/	/	/	/	/	/	/	/	/		
44	VINNESH . B		/	/	/	/	/	/	/	/	/		
45	GOKUL RAO . A		/	/	/	/	/	/	/	/	/		
46	VIMAL RAJ . S		/	/	/	/	/	/	/	/	/		
47	VINOOTH . A		/	/	a	/	/	/	/	/	/		
48	PRAKTHI . J		/	/	/	/	/	/	/	/	/		
49													
50													

Attendance Particulars

Roll No.	Name	Date	19	26	02	23	30	5	13	20	21		
		Month	12	12	01	01	01	2	2	2	2		
		Period	6	6	6	6	6	3	6	6	4		
51													
52													
53													
54													
55													
56													
57													
58													
59													
60													
61													
62													
63													
64													
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	46	40	44	43	43	45	45	41	48		
		Absent	02	08	04	05	05	02	03	2	2		
		Staff Signature											

Attendance and Assessment Record

Name of the Staff : B. SURESH BABU Dept TEP

Name of the Subject : Soft skills Code _____

Branch ECE

Semester IV Year 1st year

Date of Commencement : 19-12-18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	07	04	40	
End of the Second Month	08	06	80	

Attendance Particulars

Roll No.	Name	Date	22	29	31	24	4	11							
		Month	12	12	12	1	2	2							
		Period	2	2	08	6	6	6							
1	ABTRAMI . D	a	1	1	a	1	1								
2	AJITH . K	a	1	a	1	1	1								
3	AKASH . S	1	1	1	1	1	a								
4	AMIRTHA . V . W	1	1	1	1	1	1								
5	CHITHRA SRI . S	1	a	1	1	1	1								
6	DHARSINI . B	1	a	1	1	1	1								
7	ESWARI . A	a	a	1	1	1	1								
8	EZHIL ARAST . M	1	1	1	1	1	1								
9	CHOKULA KRISHNAN . P	1	1	a	1	1	1								
10	CHUKESH . S	1	1	a	1	a	a								
11	HARISH . B	1	1	a	1	1	1								
12	HEMAMALINI . S	1	1	1	1	1	1								
13	ISWARYA . B	1	1	a	1	a	1								
14	ISWARYA . M	1	1	1	1	1	1								
15	JAYABHARATHI . P	1	1	a	1	1	1								
16	JULIYAT . J	1	1	a	1	1	1								
17	KARNAN . P	1	1	a	a	1	1								
18	LINCY FREEDA . P	1	1	a	1	1	1								
19	MANUSHYA . M	1	1	1	1	1	a								
20	MELVIN CHARLES . B	1	1	a	1	1	1								
21	MOHAMED JHASIM . J	1	1	a	1	1	1								
22	NANDHINI . S	1	1	1	1	1	a								
23	NISHA . T	1	1	a	a	1	1								
24	NITHISH KUMAR . K	1	1	1	1	1	0								
25	PTLAVENDRAN NIRMAL . B	1	1	a	1	1	1								

Attendance Particulars

Roll No.	Name	Date	2	29	31	21	4	11											
		Month	12	12	12	1	2	2											
		Period	7	7	7	6	6	6											
26	PREETHIKA . M		/	/	/	/	/	/											
27	PRIYA DHARSHINI . R		/	/	a	/	/	/											
28	RATALAKSHMI . K		/	/	/	/	a	a											
29	ROCHELLA . M		/	/	/	/	/	/											
30	ROSHINI . R		/	/	/	/	a	/											
31	SANTHOSHINI . R		/	/	/	/	/	/											
32	SATHYA . V		/	/	a	/	/	/											
33	SENTHAMARAI . M		/	/	a	/	/	/											
34	SIVA KUMAR . R		/	/	/	/	/	/											
35	SIVANANTHAM . Y		/	/	a	/	/	/											
36	SIVA SARANYA . A		/	/	/	/	/	/											
37	SOUNDARYA . R		/	/	a	/	/	/											
38	SOUNDHARYA . K		/	/	/	/	/	/											
39	SRI THALA . M		/	/	/	/	/	/											
40	SURYA . M		/	/	a	/	/	/											
41	UDHAYA RANI . U		/	/	/	/	/	/											
42	VEERALAKSHMI . M		/	/	/	/	/	/											
43	VIGNESHWARAN . M		/	/	/	a	/	/											
44	VINITHA . T		/	/	/	/	/	/											
45	VTSHWANATH . R		/	/	a	/	/	/											
46	YUVAN KISHORE . M		/	/	a	/	/	/											
47	KEERTHANA SHRI . M		/	/	/	/	/	/											
48	SARAN KUMAR . R		/	/	/	/	/	/											
49	VIJAY . M		/	/	a	/	/	/											
50																			

Attendance and Assessment Record

Name of the Staff : B. SURESH BABU Dept TEP

Name of the Subject : Soft Skills Code _____

Branch Mechanical

Semester Even Year II

Date of Commencement : 19-12-18 Last Working Day 01-03-19.

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	05	05	50	
End of the Second Month	09	08	80	

Attendance Particulars

Roll No.	Name	Date	19	27	03	10	19	7	14	21
		Month	12	12	01	1	1	2	2	2
		Period	04	06	06	6	6	6	6	6
1	S. Abbas Mohammed		1	1	1	0	1	1	1	1
2	J. Abdul Shimanik		a	1	1	1	1	1	1	a
3	S. Abishek		1	1	1	a	08	1	1	1
4	K. Alagesan		1	a	1	1	1	1	a	a
5	K. Annamalai		1	1	1	1	1	1	1	1
6	R. Aravinda Samya		1	1	1	1	1	1	1	1
7	R. Arun Kumar		1	1	1	1	1	1	1	1
8	J. Augustine Albert		1	1	1	1	1	a	1	1
9	M. Balamurugan		1	1	1	1	1	a	1	1
10	M. Bharath		a	1	1	1	1	1	1	1
11	K. Dhivakaran		1	1	1	a	1	1	1	1
12	P. Enoch Ebenezer		1	a	1	1	1	1	1	1
13	R. Hariharan		1	1	1	1	a	1	1	1
14	V. Hariharan		1	1	1	1	1	1	1	1
15	S. Infant raja		1	1	1	1	1	1	1	1
16	X. Jerald Edwin		a	1	1	1	a	a	1	1
17	A. Jerome Nicholas		a	1	1	1	1	1	1	1
18	S. Kabilan		1	1	1	a	08	1	1	1
19	K. Kannan		1	1	1	1	a	1	1	1
20	K. Karan		1	1	1	a	1	1	1	1
21	M. Karthick (24.11.98)		1	1	1	1	1	1	1	1
22	M. Karthick (6.6.2000)		1	a	1	1	a	1	1	a
23	R. Kathiravan		1	1	1	a	a	1	1	1
24	N. Kaviyarasan		a	1	1	1	1	1	1	1
25	K. Keerthivasan		1	1	1	1	a	1	1	1

Attendance Particulars								
Roll No.	Name	Date						
		Month						
		Period						
26	S. Krishna	19	27	3	10	19	7	14
27	D. Madhesh	12	12	1	1	1	2	2
28	R. Mohamed Yasin Sharif	04	06	b	b	b	b	b
29	C. Maheswaran	1	1	1	1	a	1	1
30	G. Manimaran	1	1	1	1	op	1	c
31	S. Manimaran	1	1	1	a	1	1	1
32	K. Ajith Kumar	1	1	1	1	a	1	1
33	S. Arul Jose	1	1	1	1	a	1	1
34	B. Ram Rajeshwarar	a	1	1	a	1	a	c
35	J. Vijay Chandran	a	1	1	1	1	1	1
36								
37								
38								
39								
40								
41								
42								
43	Present	27	32	35	27	26	31	32
44	Absent	08	03	-	01	09	04	03
45	Total	35	35	35	n	n	m	n
46		m/m	n					
47								
48								
49								
50								

Attendance and Assessment Record

Name of the Staff : B. SURESH BABU Dept TEP

Name of the Subject : Soft Skills Code _____

Branch Mechanical

Semester Even Year II

Date of Commencement : 19-12-18 Last Working Day 01-03-19.

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	05	05	50	
End of the Second Month	09	08	80	

Attendance Particulars

Roll No.	Name	Date	19	27	03	10	19	7	14	21
		Month	12	12	01	1	1	2	2	2
		Period	04	06	06	6	6	6	6	6
1	S. Abbas Mohamed		1	1	1	0	1	1	1	1
2	J. Abdul Shimanik		a	1	1	1	1	1	1	a
3	S. Abishek		1	1	1	a	08	1	1	1
4	K. Alagesan		1	a	1	1	1	1	a	a
5	K. Annamalai		1	1	1	1	1	1	1	1
6	R. Aravinda Samya		a	1	1	1	1	1	1	1
7	R. Arun Kumar		1	1	1	1	1	1	1	1
8	J. Augustine Albert		1	1	1	1	1	a	1	1
9	M. Balamurugan		1	1	1	1	1	a	1	1
10	M. Bharath		a	1	1	1	1	1	1	1
11	K. Dhivakaran		1	1	1	a	1	1	1	1
12	P. Enoch Ebenezer		1	a	1	1	1	1	1	1
13	R. Hariharan		1	1	1	1	a	1	1	1
14	V. Hariharan		1	1	1	1	1	1	1	1
15	S. Infant raja		1	1	1	1	1	1	1	1
16	X. Jerald Edwin		a	1	1	1	a	a	1	1
17	A. Jerome Nicholas		a	1	1	1	1	1	1	1
18	S. Kabilan		1	1	1	a	08	1	1	1
19	K. Kannan		1	1	1	1	a	1	1	1
20	K. Karan		1	1	1	a	1	1	1	1
21	M. Karthick (24.11.80)		1	1	1	1	1	1	1	1
22	M. Karthick (6.6.2000)		1	a	1	1	a	1	1	a
23	R. Kathiravan		1	1	1	a	a	1	1	1
24	N. Kaviyarasan		a	1	1	1	1	1	1	1
25	K. Keerthivasan		1	1	1	1	a	1	1	1

Attendance Particulars								
Roll No.	Name	Date						
		Month						
		Period						
		19	27	30	19	7	14	21
		12	12	1	1	1	2	2
		04	06	b	b	b	b	b
26	S. Krishna	/	/	/	/	/	/	/
27	D. Madhesh	/	/	/	/	/	/	/
28	R. Mohamed Yasin Sharif	/	/	/	a	/	/	/
29	C. Maheswaran	/	/	/	op	/	c	/
30	G. Manimaran	/	/	/	/	/	/	/
31	S. Manimaran	/	/	/	a	/	/	/
32	K. Ajith Kumar	/	/	/	a	/	/	/
33	S. Arul Jose	/	/	/	a	/	/	/
34	B. Ram Rajeshwarar	a	/	/	a	/	a	/
35	J. Vijay Chandran	a	/	/	/	/	/	/
36								
37								
38								
39								
40								
41								
42								
43	Present	27	32	35	27	26	31	32
44	Absent	08	03	-	01	09	04	03
45	Total	35	35	35	n	n	m	n
46		m/m	n					
47								
48								
49								
50								

Attendance and Assessment Record

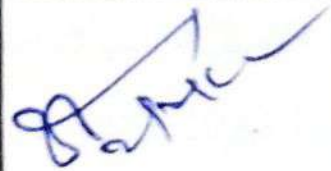
Name of the Staff : R. Sudhakar Dept TSP

Name of the Subject : Soft Skills Code _____

Branch Mechanical

Semester IV Year II

Date of Commencement : 19/12/18 Last Working Day 22/03/2019

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	06	07	58%	
End of the Second Month	09	09	67%	

Attendance Particulars

Roll No.	Name		Date	19	20	02	09	12	23	30	13	28
			Month	12	12	01	01	01	01	01	02	02
			Period	4	4	4	4	4	4	4	4	1
1	MUTHU	S	a	1	0	1	0	1	1	1	0	1
2	MUTHU MANIKANDAN	J	1	1	0	1	1	1	1	1	1	1
3	PRAKATHEESH	R	1	1	1	1	1	1	1	1	1	1
4	PRAKASH	B	1	1	1	1	1	1	1	1	1	1
5	PRAKASH	ma	1	0	1	1	1	1	1	1	1	1
6	PRAJANTH	M	1	1	1	1	1	1	1	1	1	1
7	PREMKUMAR	K	a	1	1	0	1	1	1	1	1	1
8	RAGHU DEVAN	P	1	1	1	1	1	1	1	1	1	1
9	RAGHUL	T	1	1	1	1	1	1	1	1	1	1
10	RENGARAJAN	N	a	1	1	1	1	1	1	0	1	1
11	RUBAN	S	a	1	1	1	1	1	1	1	1	1
12	SANTHOSH KUMAR	N	1	0	1	1	1	1	1	1	1	1
13	SARATH KUMAR	M	1	1	1	1	1	1	1	1	1	1
14	SATYAMOORTHY	M	1	1	1	1	1	1	1	1	1	1
15	SENTHAMIL PRIYAN	B-D	1	1	1	1	1	1	1	1	1	1
16	SENTHAMIZ SUNDAR	K	1	1	1	1	1	1	1	1	1	1
17	SENTHIL	R	1	1	1	1	1	1	1	1	1	1
18	SHRIRAM SUNDAR	K	a	1	1	1	1	1	1	1	1	1
19	SIVA	C	a	1	1	1	1	1	1	1	1	1
20	SRIHARAN	R	1	1	1	1	1	1	1	1	1	1
21	SUBANESHWARAN	M	1	1	1	1	1	1	1	0	0	0
22	SURIYA	A	1	1	1	1	1	1	1	1	1	1
23	SUTHAR SAN	P	a	1	1	1	0	1	1	1	1	1
24	THIRUPUGAZH	D	1	1	1	1	1	1	1	1	1	1
25	VENKATESH	M	a	1	1	0	0	1	1	1	1	1

Attendance Particulars

Roll No.	Name		Date	19	26	02	09	12	23	30	13	29
			Month	12	12	12	1	1	1	01	02	02
			Period	4	4	4	4	4	4	4	4	1
26	VENKATESWARAN	-M	a	/	/	/	/	/	/	/	/	/
27	VISHNU	-S	/	/	/	/	/	/	/	/	/	/
28	WILBER JUDSON	-R.L	/	/	/	/	/	/	/	/	/	/
29	AJITHKUMAR	-K	/	/	/	/	/	/	/	/	/	/
30	DINESH	-E	a	/	a	/	/	/	a	/	a	
31	KAVIYARABU	-P	/	/	/	/	/	/	/	/	/	a
32	SANTHOSH SHIVAN		a	/	/	/	/	/	/	/	/	/
33	MURUGESAN	-A	/	/	/	/	/	/	/	/	a	/
34												
35												
36												
37												
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Attendance and Assessment Record

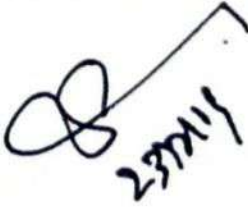
Name of the Staff : K. Subramaniam Dept TSP

Name of the Subject : Soft Skills Code -

Branch Civil

Semester IV Year II

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	05	05	42%	
End of the Second Month	08	08	67%	

Attendance Particulars

Name	Date	Month	Period	22	29	08	22	29	05	09	12		
				12	12	01	01	01	2	2	2		
				3	7	7	7	7	7	7	7		
Aakash Krishnar	S			/	/	/	/	/	/	/	/	/	a
Antony Joe	N			/	a	/	/	/	/	/	/	/	/
Bagavathi	R			/	/	/	a	/	/	/	/	a	/
Boobalan	A			/	/	/	/	/	/	/	/	/	/
Chayamini	R			/	/	/	/	/	/	/	/	/	/
Gopalakrishnan	M			/	/	/	/	/	/	a	/	/	a
Gowdhaman	T			/	/	/	/	/	a	/	a	/	/
Guru Swamik	K.S			/	/	/	/	/	/	/	/	a	/
Jayashriya	K			/	/	/	/	/	/	/	a	/	a
Kowsik Shiva	V			a	/	/	/	a	a	a	/	/	/
Maheshwaran	G			/	/	/	/	/	/	/	/	/	/
Mariya	K			/	/	/	/	/	/	/	/	/	a
Mohamed Nafees	M			/	/	/	/	/	/	/	/	/	/
Navaneetha Krishnan	S			/	/	/	a	/	/	/	/	/	/
Nivash	M			/	/	/	/	/	/	/	/	a	a
Mohamed Ramkumar	C			/	/	/	/	/	/	/	/	/	/
Ranjith	K			/	/	/	/	/	/	/	/	/	/
Santhosh Anandh	D			/	/	/	/	/	/	/	/	/	a
Shalini	S			/	/	/	/	/	/	/	/	/	/
Silambarasan	P			/	/	/	/	/	/	/	/	/	/
Soundarya	M			/	/	/	/	/	/	/	/	/	/
Surender	K.L			/	/	/	/	/	/	/	/	/	/
Suriya Prasham	K.S			/	/	a	/	/	/	/	/	/	/
Tamilarasan	T			/	/	/	/	/	/	/	/	/	/
Suvaraj	A			/	/	/	/	/	/	/	/	a	/

Roll No.			
1	a	/	
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4	/	/	
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6	/	/	
7	/	/	
8	/	/	
9	/	a	
10	/	/	
11	/	/	
12	/	/	
13	/	c	
14	/	/	
15	/	/	
16	/	/	
17	/	/	
18	/	a	
19	/	/	
20	/	/	
21	/	/	
22	/	a	
23	/	/	
24	/	/	
25	/	/	

Attendance Particulars

Roll No.	Name	Date	Month	Period	22	23	08	22	23	05	09	12		
					12	12	01	01	01	02	02	02		
					3	7	7	7	7	7	7	7		
26	Akash				a	a	/	/	/	/	/	/	/	a
27	Arokiya Alex	-K			/	/	/	/	/	/	/	/	/	/
28	Arun Stanlin	-A			/	/	/	/	/	/	/	/	/	/
29	Boominidurai	-C			/	/	/	/	/	/	/	/	/	/
30	Gurubharan	-S			/	/	/	/	/	/	/	/	/	/
31	Kabilan	-S			a	a	/	/	/	/	/	/	/	/
32	Karpagam	-S			/	a	/	a	a	a	a	a	a	a
33	Koresh	-A			/	/	/	/	/	/	/	/	/	/
34	Nanesh Vekkalidasan	-K			/	/	/	/	/	/	/	/	/	/
35	Premnath	-T			/	/	/	/	/	/	/	/	/	/
36	Rajesh	-T			/	/	a	a	/	/	/	/	/	/
37	Rashiga	-R			/	/	/	a	/	a	/	/	/	/
38	Sathithiya	-L			/	/	/	/	/	/	/	/	/	/
39	Sandosh Kandan	-P			a	/	/	a	/	/	a	a	/	/
40	VSaravanan	-V			a	/	/	/	/	/	/	/	/	/
41	Viveyan Paul	-L			a	/	/	/	/	/	/	/	/	/
42	Vignesh	R			a	a	a	/	/	/	a	a	/	/
43														
44														
45														
46														
47														
48					35	37	39	36	40	32	32	32	34	32
49					07	05	03	06	02	0	05	02	10	8
50														

Roll No.		
26	/	
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28	/	
29	/	
30	/	
31	/	
32	a	
33	/	
34	/	
35	/	
36	/	
37	/	
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48	37	
49	5	
50		

Attendance and Assessment Record

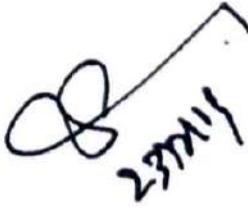
Name of the Staff : K. Subramaniam Dept TSP

Name of the Subject : Soft Skills Code -

Branch Civil

Semester IV Year II

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	05	05	42%	
End of the Second Month	08	08	67%	

Attendance Particulars

Name	Date	Month	Period	22	29	08	22	29	05	09	12		
				12	12	01	01	01	2	2	2		
				3	7	7	7	7	7	7	7		
Aakash Krishnar	S			/	/	/	/	/	/	/	/	/	a
Anthony Joe	N			/	a	/	/	/	/	/	/	/	/
Bagavathi	R			/	/	/	a	/	/	/	/	a	/
Boobalan	A			/	/	/	/	/	/	/	/	/	/
Chaya Pri	R			/	/	/	/	/	/	/	/	/	/
Gopalakrishnan	M			/	/	/	/	/	/	a	/	/	a
Gowdhaman	T			/	/	/	/	/	a	/	a	/	/
Guru Swathik	K.S			/	/	/	/	/	/	/	/	a	/
Jayashriya	K			/	/	/	/	/	/	/	a	/	a
Kowsik Shiva	V			a	/	/	/	a	a	a	/	/	/
Maheshwaran	C			/	/	/	/	/	/	/	/	/	/
Mariya	K			/	/	/	/	/	/	/	/	/	a
Mohamed Nafees	M			/	/	/	/	/	/	/	/	/	/
Navaneetha Krishnan	S			/	/	/	a	/	/	/	/	/	/
Nivash	M			/	/	/	/	/	/	/	/	a	a
Mohamed Ramkumar	C			/	/	/	/	/	/	/	/	/	/
Ranjith	K			/	/	/	/	/	/	/	/	/	/
Santhosh Anandh	D			/	/	/	/	/	/	/	/	/	a
Shalini	S			/	/	/	/	/	/	/	/	/	/
Silambarasan	P			/	/	/	/	/	/	/	/	/	/
Soundarya	M			/	/	/	/	/	/	/	/	/	/
Surender	K.L			/	/	/	/	/	/	/	/	/	/
Suriya Prasham	K.S			/	/	a	/	/	/	/	/	/	/
Tamilarasan	T			/	/	/	/	/	/	/	/	/	/
Suvaraj	A			/	/	/	/	/	/	/	/	a	/

Roll No.			
1	a	/	
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3	/	/	
4	/	/	
5	/	/	
6	/	/	
7	/	/	
8	/	/	
9	/	a	
10	/	/	
11	/	/	
12	/	/	
13	/	c	
14	/	/	
15	/	/	
16	/	/	
17	/	/	
18	/	a	
19	/	/	
20	/	/	
21	/	/	
22	/	a	
23	/	/	
24	/	/	
25	/	/	

Attendance Particulars

Roll No.	Name	Date	Month	Period	22	23	08	22	23	05	09	12		
					12	12	01	01	01	02	02	02		
					3	7	7	7	7	7	7	7		
26	Akash				a	a	/	/	/	/	/	/	/	a
27	Arokiya Alex	-K			/	/	/	/	/	/	/	/	/	/
28	Azul Stanlin	-A			/	/	/	/	/	/	/	/	/	/
29	Boomidurai	-C			/	/	/	/	/	/	/	/	/	/
30	Gurubharan	-S			/	/	/	/	/	/	/	/	/	/
31	Kabilan	-S			a	a	/	/	/	/	/	/	/	/
32	Karpagam	-S			/	a	/	a	a	a	a	a	a	a
33	Koresh	-A			/	/	/	/	/	/	/	/	/	/
34	Nareesh Vekkalidasan	-K			/	/	/	/	/	/	/	/	/	/
35	Premnam	-T			/	/	/	/	/	/	/	/	/	/
36	Rajesh	-T			/	/	a	a	/	/	/	/	/	/
37	Rashiga	-R			/	/	/	a	/	a	/	/	/	/
38	Sathithiya	-L			/	/	/	/	/	/	/	/	/	/
39	Sandosh Kandan	-P			a	/	/	a	/	/	a	a	/	/
40	V Saravanan	-V			a	/	/	/	/	/	/	/	/	/
41	Viveyan Paul	-L			a	/	/	/	/	/	/	/	/	/
42	Vignesh	R			a	a	a	/	/	/	a	a	/	/
43														
44														
45														
46														
47														
48					35	37	39	36	40	32	33	32	34	32
49					07	05	03	06	02	06	05	02	10	8
50														

Roll No.		
26	/	
27	/	
28	/	
29	/	
30	/	
31	/	
32	a	
33	/	
34	/	
35	/	
36	/	
37	/	
38	/	
39	/	
40	/	
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42	/	
43		
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45		
46		
47		
48	37	
49	5	
50		



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2018-2019

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL THIRD YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 253

NAME OF THE RESOURCE PERSON: APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

The department of training and placement offers soft skills and aptitude training sessions as a separate Certificate Program along with the regular academic schedules of each semester for students of II, III and IV. Program goals include developing the students' abilities to match industry requirements in terms of interpersonal skills, interview skills, group discussion abilities, problem solving abilities, analytical skills, etc. A separate syllabus and course plan is prepared and distributed branch-by-branch for both even and odd semesters.

In the Academic Year 2018-2019, quantitative aptitude is emphasized as outlined in the syllabus of the T&P department. During 30 hours of training, the III year students will acquire skill sets related to communication skills, interpersonal interaction, problem-solving abilities, and analytical thinking. To improve employability skills, the students are given intensive class room activities and homework. There are well-prepared quantitative aptitude exercises on topics such as data interpretation, percentages, number sense, arithmetic aptitude, etc.

ASSESSMENT PROCEDURE

- Communication skills, body language, and interview skills will be assessed frequently *
- The final year students will be required to participate in mock interviews and group discussions
- Testing of quantitative aptitude on data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.

VP/HEAD-T&P

PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE - III YEAR (Fifth Semester)

Problems on Train - Introduction, important condition and types of train problems - same direction, opposite direction - concepts and formulas for slower train, faster train. 2

Surds & Indices - Definition & Difference between Surds number & Indices - laws of Indices - laws of Surds. 2

Operations on Numbers - Definition - Types of numbers - Test of divisibility - Place and Face value problems 2

Boats & Streams - Definition - important facts & formula - Downstream -Upstream. 2

Partnership - Definition of partnership - ratio of division of gains - working and sleeping partnership. 2

Logarithm - Definition of logarithm - characteristics - properties of logarithms - common logarithms. 2

Allegations (or) Mixture - Definition, mean price - rules of allegation and important conditions. 2

Simple Interest - Definitions of Principal - interest - simple interest - formulae. 2

Compound Interest - Definition - compound interest and formulae. 2

H.C.F & L.C.M of Numbers - Definition - Conditions of H.C.F & L.C.M - Factorize and Division method 2

*J. Manjunath
05/6/2018*

Total Periods : 20

P. Srinivas
5/6/18
STAFF INCHARGE

[Signature]
5/6/18
VP/HOD



SYLLABUS

QUANTITATIVE APTITUDE - III YEAR (Sixth Semester)

Permutation & Combination - Definition, Factorial notation and examples , Difference between Permutation and Combination - Number of combinations and its types of problems

2

Probability- Definitions and conditions of coins, dice, and cards, Sample space and Probability formulas - Problems of coins, dice, cards examples

2

Average - Definition and formula of Average - Types of numbers, speed and biological problems

2

Problems on Age - Conditions of forward and backward types - Using the notations Ago, Before, After, and Hence types of problems

2

Time & Work - Definitions and formula of Time and Work -Working single and multiple types of persons

2

Chain Rule - Definition & Direct proportion conditions and its problems - Indirect proportion conditions and its examples - Difference between direct and Indirect proportion

2

Profit and Loss - Introduction, important condition and types of profit and loss problems

2

Odd man out series - Concepts and conditions of odd man out series -types of odd man out series, number and alphabetical series

2

Time & Distance - Introduction, important formulas and condition and types of Time and Distance problems

2

HCF & LCM of Numbers -Definition of Highest common factor and Least common multiple - Factorization method and Shortcut method

2

Total Periods: 20

V. Srinivas
P. Srinivas
13/4
STAFF INCHARGE

J. Praveen
24/11/2018

[Signature]
VP/HEAD (T&P)

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch Civil

Semester VI Year III

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	11	11	55%	
End of the Second Month	17	16	90%	

Attendance Particulars													
Roll No.	Name	Date	21	24	28	31	4	7	11	18	21	25	
		Month	12	12	12	12	1	1	1	1	1	1	
		Period	3	3	3	3	3	3	3	3	3	3	
1	Ajith. R		/	a	/	/	/	/	/	/	/	/	
2	AKilan. S		/	a	/	a	a	/	/	a	a	/	
3	Anusuya. D		/	/	/	/	/	/	/	/	/	/	
4	Apurva. R		/	/	/	/	/	/	/	/	/	/	
5	Arjun. A (06.06.1999)		a	/	/	/	/	/	/	a	/	/	
6	Arjun. A (22.07.1999)		/	/	/	/	/	/	/	/	/	/	
7	Balanigneshwaran. B		/	a	/	/	/	/	/	a	/	/	
8	Begum mariam. M		/	/	/	/	/	/	/	/	/	/	
9	Dhilipan. M		/	/	/	a	OD	/	/	/	/	/	
10	Jaya Seelan. I		/	a	/	/	/	/	/	a	/	/	
11	Kanishka. K		/	/	/	/	/	/	/	/	/	/	
12	Lenin. N. S		/	a	/	a	/	/	/	/	/	/	
13	Lydiya. I		/	/	a	/	/	/	/	/	/	/	
14	Madesh. S		a	a	/	/	/	/	/	a	a	/	
15	Madhusa. K		/	/	a	/	a	/	/	a	/	/	
16	Mahatri. R		/	/	/	a	/	/	/	/	/	/	
17	Masila. S		/	a	/	/	/	/	/	/	/	/	
18	Mechinarkiniyan. M		/	a	/	a	/	/	/	a	/	/	
19	Mithran. D		a	/	/	/	/	/	/	/	/	/	
20	Mohamedameerali. H		a	/	/	/	a	/	/	/	/	/	
21	Mugilarasan. M		a	a	/	a	/	a	/	a	a	/	
22	Mukilan. M		/	/	/	/	/	a	/	a	/	/	
23	Nithish Kumar. M		/	/	/	/	/	/	/	/	/	/	
24	Ponpriyanka. P		/	/	/	/	/	/	/	/	/	/	
25	Prathap. M		/	/	/	/	OD	/	/	a	/	/	

Roll No.	28	2	8	11	15	1	4	8	25	1	
	1	2	2	2	2	3	2	2	2	3	
	3	3	3	3	3	3	2	2	4	3	
1	/	/	/	/	/	/	/	/	/	/	
2	/	/	a	/	/	/	/	/	/	/	
3	/	OD	/	/	/	/	/	/	/	/	
4	/	OD	/	/	/	/	/	/	/	/	
5	a	a	/	/	/	/	/	/	/	/	
6	/	/	/	/	/	/	/	/	a	/	
7	/	a	/	/	/	/	/	/	/	/	
8	/	/	/	a	/	/	/	/	/	/	
9	/	/	/	a	/	/	a	/	/	/	
10	/	/	/	/	/	/	/	/	/	/	
11	/	OD	/	/	/	/	/	/	/	/	
12	/	/	/	/	a	/	/	/	/	/	
13	/	/	/	/	/	/	/	/	/	/	
14	/	/	/	a	/	/	/	a	/	/	
15	/	/	/	a	/	/	/	/	/	/	
16	/	/	/	/	/	/	/	/	/	/	
17	/	/	/	/	/	/	/	/	/	/	
18	/	/	/	/	/	/	a	/	/	/	
19	/	/	/	/	/	a	/	/	/	/	
20	a	/	/	/	/	/	/	/	/	/	
21	a	/	/	/	/	/	/	/	/	/	
22	/	/	/	a	/	/	/	/	/	/	
23	/	/	/	/	/	/	/	/	/	/	
24	/	/	/	/	/	/	/	/	/	/	
25	/	/	/	/	/	/	/	/	/	/	

Attendance Particulars

Roll No	Name	Date	21	24	28	31	4	7	11	18	21	24	26
		Month	12	12	12	12	1	1	1	1	1	1	1
		Period	3	3	3	3	3	3	3	3	3	3	3
26	Pravin. P		a	a	/	a	a	a	/	a	a	a	a
27	Priya. D		/	/	/	/	/	/	a	a	/	/	a
28	Priyanka. P		/	a	/	/	/	/	a	/	/	/	/
29	Ramki. P		/	a	/	/	/	/	/	/	/	/	/
30	Salaman Josephraj. Y		/	a	/	/	/	/	/	/	/	/	/
31	Santhosh Kumar. V		/	/	/	/	/	/	/	/	/	/	/
32	Shruti. S		/	a	/	/	/	/	/	/	/	/	/
33	Shwetha. V		/	/	/	/	/	/	a	/	/	/	/
34	Subash. S		/	/	/	a	/	/	/	/	/	/	/
35	Sueya. S		/	a	/	/	/	/	a	/	/	/	/
36	Swathi. R		/	/	a	/	/	/	/	/	/	/	/
37	Veerasakumar. S		/	/	/	/	op	/	/	a	/	/	/
38	Vigneshwaran. R		/	a	/	/	/	/	/	a	/	/	/
39	Vigneshwaran. S (25.8.1999)		/	/	/	/	/	/	/	a	a	/	/
40	Vigneshwaran. S (02.11.1999)		a	a	/	a	/	a	/	a	a	/	/
41	Vijay. V		/	/	/	/	/	/	/	/	a	a	/
42	Vinitha. S		/	/	/	/	/	a	/	a	/	/	/
43	Yogaraj. V		/	a	/	/	/	/	/	/	/	/	/
44	Akash. R		a	/	/	/	/	/	/	/	/	/	/
45	Dhanapal. S		a	/	/	/	/	/	/	a	/	/	a
46	Gunaseelan. G		a	/	a	/	/	/	/	/	/	/	/
47	Karthikeyan. A		a	/	/	/	/	/	/	/	/	/	/
48	Kariyannan. M		a	a	/	/	a	/	/	a	a	/	/
49	Manikandan. D		a	a	/	a	a	/	a	/	/	a	a
50	Nandhini. T		/	/	/	/	/	/	/	/	/	/	/

Roll No	Name	2	8	11	15	1	4	8	25	1
		2	2	2	2	3	2	2	2	3
		3	3	3	3	3	2	2	4	3
26		/	/	a	/	/	/	/	/	/
27		/	/	/	/	/	/	/	/	/
28		a	/	/	/	/	/	/	/	/
29		/	/	/	/	/	/	/	/	/
30		/	/	a	/	a	/	a	/	a
31		/	/	a	/	/	/	/	a	/
32		/	/	/	/	/	/	/	/	/
33		/	/	/	a	/	/	/	/	/
34		/	/	/	/	/	/	/	/	/
35		/	/	a	/	/	/	/	/	a
36		/	/	/	/	/	/	/	/	/
37		/	a	/	/	/	/	/	/	/
38		/	/	a	/	/	a	/	/	/
39		/	/	a	/	/	/	/	/	a
40		/	/	a	a	/	/	/	/	/
41		op	/	/	/	a	/	/	/	/
42		op	/	/	/	/	/	a	/	a
43		/	/	/	/	/	/	/	/	/
44		/	/	/	/	/	/	/	/	/
45		a	a	a	a	a	a	a	a	a
46		a	/	a	/	a	/	/	/	/
47		/	a	/	/	/	/	/	/	/
48		a	a	a	/	/	/	/	/	/
49		/	/	a	a	a	/	/	/	/
50		/	/	/	/	/	/	/	/	/

[illegible]

	2	8	11	15	1	4	8	25	1	
	2	2	2	2	3	2	2	2	3	
	3	3	3	3	3	2	2	4	3	
51	a	/	/	/	/	/	/	/	/	
52	/	/	/	/	/	/	/	2	/	
53	/	/	/	/	/	/	/	/	/	
54	/	/	a	a	/	/	/	/	2	
55	a	a	/	/	/	/	a	/	/	
56	/	/	/	/	/	/	/	/	/	
57	/	/	/	/	/	/	/	/	/	
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74										
75										
Pr	49	51	40	51	51	52	51	63	50	
Ab	08	06	17	06	06	05	06	04	07	
Sig.	B	B	P	P	B	P	P	P	P	

Attendance and Assessment Record

Name of the Staff : B. BOPAN KUMAR Dept T&P

Name of the Subject : APTITUDE Code _____

Branch MECHANICAL ENGINE

Semester VI Year 1st - 'B'

Date of Commencement : 17/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	04	04	20%	
End of the Second Month	06	05	38% [50%]	
End of the Third Month	08	08	45% [95%]	

Attendance Particulars												
Roll No.	Name	Date	21	24	28	31	4	7	11	18	21	1
		Month	12	12	12	12	01	1	1	1	1	2
		Period	7	6	3	6	6	6	7	7	6	8
1	PRASANTH.A		1	1	1	1	09	1	1	1	1	1
2	PRASANTH.R (8/3/99)		1	A	A	1	A	1	1	A	A	1
3	PRASANTH.R (18/6/99)		1	A	1	1	1	1	1	A	A	1
4	PRASANTH.S		1	A	1	1	1	1	1	1	1	1
5	RAGUNATHA.N		1	A	1	1	1	A	1	A	1	1
6	RAJA.P		1	1	1	1	1	1	1	1	1	1
7	RASULU.M		1	1	1	1	1	1	1	A	1	1
8	RAMANUEL.A		1	A	1	1	1	1	1	A	1	1
9	RAMESHA KUMAR.L		1	1	1	1	1	1	1	A	1	1
10	RAM KUMAR.S		1	1	1	1	1	1	1	1	1	A
11	RAM VISNAL.P		1	1	1	1	1	1	1	1	1	1
12	SAKTHINATHAN.M		A	A	1	1	1	1	1	A	1	1
13	SANDARABANARAYANAN.P		A	A	A	1	A	A	A	A	1	1
14	SANTOY.B		1	1	1	1	1	1	1	A	1	1
15	SANTHOSH.A		1	1	1	A	1	1	1	1	1	A
16	SANTHOSH.S		A	A	1	A	1	1	1	1	1	1
17	SATHEESH KUMAR.M											
18	SATHISH KUMAR.M (17)		1	A	1	A	1	1	1	1	1	1
19	SELVAMANI.T (18)		1	A	1	A	1	1	1	1	1	1
20	SETHUPATHI.S (19)		1	1	1	A	1	1	1	A	1	1
21	SHANMUGA APPEND.K (20)		1	1	1	1	1	1	1	1	1	1
22	SHAHUL HAMMED.M (21)		1	1	1	1	1	1	1	A	1	1
23	SIVASANKAR.P (22)		1	1	1	A	09	1	1	A	1	1
24	SAIRAM.C (23)		A	1	1	1	09	1	1	A	A	1
25	SURENDRAR.C (24)		1	A	1	1	34	1	1	1	1	1

Roll No.	4	8	11	15	18	22	25
	2	2	2	2	2	2	2
	6	7	6	7	6	7	6
1	1	1	1	1	1	1	1
2	1	A	1	1	1	A	A
3	1	1	1	1	1	1	1
4	1	A	1	A	A	A	1
5	A	1	1	1	1	A	A
6	1	A	1	1	A	1	1
7	1	1	1	1	1	1	1
8	1	1	1	1	A	A	1
9	1	1	A	1	1	1	1
10	1	1	1	A	1	1	1
11	1	1	1	1	1	1	1
12	1	1	1	1	1	1	1
13	1	A	1	A	1	A	A
14	1	1	1	A	1	1	1
15	1	1	1	A	1	1	A
16	1	1	1	1	1	1	1
17							
18	1	1	1	A	A	1	1
19	1	1	1	1	1	1	1
20	1	1	1	1	1	1	1
21	1	1	1	1	1	1	A
22	1	1	1	1	A	A	1
23	1	A	1	1	1	A	1
24	1	1	1	1	A	1	1
25	1	A	1	1	1	1	1

Attendance Particulars													
Roll No.	Name	Date	21	24	28	31	4	7	11	18	21	1	
		Month	12	12	12	1	1	1	1	1	2		
		Period	7	6	3	6	6	6	7	7	6	7	
26	SWAMINATHAN. S (25)		1	1	1	1	A	1	1	1	1	1	
27	UDHAYANANDINI J (21)		1	1	1	A	1	1	A	1	A	1	
28	VADIVELAN. M (27)		A	1	1	1	OD	1	1	A	A	1	
29	VASANTHA. A (28)		1	1	1	1	1	1	1	1	1	1	
30	VEERAMANI. P (24)		1	1	A	1	1	1	1	1	1	1	
31	VENKATASH. R (30)		1	1	1	A	1	1	1	A	1	1	
32	VENKATESH. R (31)		A	A	1	1	OD	1	1	A	A	1	
33	VIGNESH. M (32)		1	1	1	1	1	1	1	A	1	1	
34	VIGNESH KUMAR. J (33)		1	1	1	1	1	1	1	1	1	1	1
35	VIDYABALAR. J (35)		1	1	1	1	1	1	1	A	1	1	
36	VIKRAM. J (36)		1	1	1	A	1	1	1	1	1	1	
37	VINOTH. K (37)		1	1	1	A	1	1	1	1	1	1	
38	VINOTH KUMAR. A		1	1	1	1	1	1	1	1	1	1	1
39	BRANVITHAS. S (38)		1	A	1	1	1	1	1	1	A	1	
40	RAJUL KANNA. R (39)		1	A	1	A	1	1	1	1	1	1	
41	SANTHOSH KUMAR. S (40)		1	1	1	1	1	1	1	1	1	1	
42	VEDAYA KUMAR. S (41)		1	1	1	A	1	1	1	1	1	1	
43	VINOTH KUMAR. S (42)		1	A	1	A	1	1	1	1	1	1	
44	BARBAR. B (43)		1	1	A	1	1	1	1	1	1	1	
45	ARUN PANDYAN. S (44)		1	A	1	A	1	1	1	1	1	1	
46	DOOVENTHAN. M. (45)		1	1	1	1	1	1	1	A	A	1	
47													
48		PRESENT	37	28	39	29	40	41	44	44	35	41	
49		ABSENT	06	15	04	14	03	02	02	19	8	2	
50		SIGN											

Roll No.	4	8	11	15	18	22	25		
	2	2	2	2	2	2	2		
	6	7	6	7	6	7	6		
26	1	1	1	1	1	1	A		
27	1	1	1	1	1	1	A		
28	1	1	1	1	1	1	1		
29	1	1	1	1	1	1	1		
30	1	A	1	1	A	1	1		
31	1	1	1	1	1	1	1		
32	1	A	A	A	A	1	A		
33	1	1	1	1	1	A	1		
34									
35	1	1	1	1	1	1	1		
36	1	1	1	A	1	1	A		
37	1	1	1	1	1	1	1		
38									
39	1	1	1	1	1	1	1		
40	1	1	1	A	A	A	1		
41	1	1	1	1	1	1	1		
42	1	1	A	1	1	1	A		
43	1	1	1	1	1	1	1		
44	1	1	1	A	A	1	1		
45	1	1	A	1	A	A	1		
46	1	1	1	A	1	1	1		
47									
48	h2	35	39	32	3	34	33		
49	1	8	4	11	11	09	10		
50									

Attendance and Assessment Record

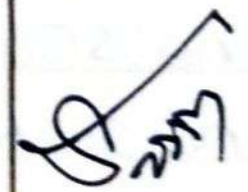
Name of the Staff : P. SUGANYA Dept MAT STUDIES

Name of the Subject : APTITUDE Code MA201

Branch ECE

Semester vi Year III

Date of Commencement : 19/12/18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	8	40%	
End of the Second Month	17	15	85%	

Attendance Particulars												
Roll No.	Name	Date	29	29	8	8	22	22	29	29	5	5
		Month	12	12	1	1	1	1	1	1	2	2
		Period	5	7	5	7	5	7	5	7	5	7
1	Abarna. P		/	/	/	/	/	/	/	/	a	a
2	Abarna. R		/	/	/	/	/	/	/	/	/	/
3	Abinaya kashika. T		/	/	/	/	/	/	/	/	/	/
4	Agalya. S		/	/	/	/	/	/	/	/	/	/
5	Aiyakumar. D		/	/	/	/	/	/	/	/	/	/
6	Akalya		/	/	/	/	/	/	/	/	/	/
7	Antony Bernad. F		/	/	/	/	/	/	/	/	/	/
8	Archana		/	/	/	/	/	/	/	/	/	/
9	Arinayadshini. J		/	/	/	/	/	/	/	/	/	/
10	Balaji. M		/	/	/	/	/	/	/	/	/	/
11	Balaraman. A. K		/	/	/	/	/	/	/	/	/	/
12	Dhanaharshini. S		/	/	/	/	/	/	/	/	/	/
13	Dhanasekaran. S		/	/	/	/	/	/	/	/	/	/
14	Dhivyadharshini. R		/	/	/	/	/	/	/	/	/	/
15	Dhruva. K		/	/	/	/	/	/	/	/	/	/
16	Divakar. S		/	/	/	/	/	/	/	/	/	/
17	Elankiyakowshika. A		/	/	/	/	/	/	/	/	/	/
18	Hastini. M		/	/	/	/	/	/	/	/	/	/
19	Janakhatir. E		/	/	/	/	/	/	/	/	/	/
20	Indhuja. J		/	/	/	/	/	/	/	/	/	/
21	Jawahar. M		/	/	/	/	/	/	/	/	/	/
22	Jeena. S		/	/	/	/	/	/	/	/	/	/
23	Jenifer. X		/	/	/	/	/	/	/	/	/	/
24	Kayadevi. G		/	/	/	/	/	/	/	/	/	/
25	Kowsalya. M.		/	/	/	/	/	/	/	/	/	/

Roll No.	8	12	12	19	19	26
	2	2	2	2	2	2
	4	5	7	5	7	
1	/	a	a	/	/	
2	/	/	/	/	/	
3	/	/	/	/	/	
4	/	/	/	/	/	
5	a	/	/	/	/	
6	/	/	/	/	/	
7	/	a	a	a	a	
8	/	/	/	/	/	
9	/	/	/	/	/	
10	/	a	a	/	/	
11	/	a	a	/	/	
12	/	/	/	/	/	
13	/	/	/	/	/	
14	/	/	/	/	/	
15	/	a	a	/	/	
16	/	/	/	/	/	
17	/	/	/	/	/	
18	/	/	/	/	/	
19	/	/	/	/	/	
20	/	/	/	/	/	
21	/	a	a	/	/	
22	/	/	/	/	/	
23	/	/	/	/	/	
24	/	/	/	/	/	
25	/	a	a	/	/	

Attendance Particulars

Roll No.	Name	Date	29	29	8	8	22	22	29	29	5	5	8
		Month	12	12	1	1	1	1	1	1	2	2	2
		Period	5	7	5	7	5	7	5	7	5	7	4
26	Meera. A		/	/	/	/	/	/	/	/	/	/	/
27	Megala. M		/	/	/	/	/	/	/	/	/	/	/
28	Mohamed Ashif Khan. S		/	/	a	/	/	/	/	/	/	/	/
29	Parthasarthi. B		/	/	/	/	a	a	/	/	/	/	/
30	Poovizhi. A		a	a	/	/	/	/	/	/	/	/	/
31	Prayadharshini. G		/	/	/	/	/	/	/	/	/	/	/
32	Prayadharshini. K		/	/	/	/	/	/	/	/	/	/	/
33	Prayadharshini. P		/	/	/	/	/	/	/	/	/	/	/
34	Ranjitha. C		/	/	/	/	/	/	/	/	/	/	/
35	Ranjitha. D		/	/	/	/	/	/	/	/	/	/	/
36	Rasika. M		/	/	/	/	/	/	/	/	/	/	/
37	Santha Kumari. J		/	/	/	/	/	/	/	/	/	/	/
38	Santhiya. K		/	/	/	/	/	/	/	/	/	/	/
39	Sasirekha. V		/	/	/	/	/	/	/	/	/	/	/
40	Sadhupathi. M		/	/	/	/	/	/	/	/	/	/	/
41	Sowmya. K		/	/	/	/	/	/	a	a	/	/	/
42	Sripriya. M		/	/	op	/	/	/	/	/	/	/	/
43	Sutha. M		/	/	/	/	/	/	/	/	/	/	/
44	Tamilazhagi. T		/	/	/	/	/	/	/	/	/	/	/
45	Vasudevan. T		a	a	/	/	/	/	/	/	/	/	/
46	Veeramani. M		a	a	/	/	/	/	/	/	/	/	/
47	Vidhya. K		/	/	/	/	/	/	/	/	/	/	/
48	Vikraman. R		a	a	a	/	a	a	a	a	a	a	a
49	Vinitha. K		/	/	/	/	/	/	a	a	/	/	/
50	Vinithya. V. K		a	a	/	/	38	/	/	/	/	/	/

Roll No.	12	12	19	19		
	2	2	2	2		
	5	7	5	7		
26	/	/	/	/		
27	/	/	/	/		
28	/	/	/	/		
29	a	a	/	/		
30	/	/	/	/		
31	/	/	/	/		
32	/	/	/	/		
33	/	/	/	/		
34	a	a	/	/		
35	/	/	/	/		
36	/	/	/	/		
37	/	/	/	/		
38	/	/	/	/		
39	/	/	/	/		
40	a	a	/	/		
41	/	/	/	/		
42	/	/	/	/		
43	/	/	/	/		
44	/	/	/	/		
45	a	a	/	/		
46	a	a	/	/		
47	/	/	/	/		
48	a	a	a	a		
49	/	/	/	/		
50	/	/	/	/		

Attendance Particulars													
Roll No.	Name	Date	29	29	8	8	22	22	29	29	5	5	8
		Month	12	12	1	1	1	1	1	1	2	2	2
		Period	5	7	5	7	5	7	5	7	5	7	9
51	Masik Rahman. B		/	/	/	/	/	/	/	/	/	/	/
52	Yogesh. C		/	/	a	/	a	a	a	a	/	/	/
53	Hari Kaban. M		/	/	/	/	/	/	/	/	/	/	/
54	Pugalendhi. K		/	/	/	/	/	/	/	/	/	/	/
55	Esther. L		/	/	00	/	/	/	a	a	a	a	a
56	Pawithra. N		/	/	/	/	/	/	/	/	/	/	a
57													
58													
59													
60													
61													
62													
63													
64													
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	51	51	52	52	53	53	51	51	53	53	53
		Absent	05	05	04	04	03	03	05	05	03	03	03
		Staff Signature											

26

52	12	12	14	19
52	2	2	2	2
52	5	5	5	5
51	a	a	/	/
52	/	/	/	/
53	/	/	/	/
54	/	/	/	/
55	a	a	a	/
56	a	a	/	/
57				
58				
59				
60				
61				
62				
63				
64				
65				
66				
67				
68				
69				
70				
71				
72				
73				
74				
75				
Pr	39	39	53	53
Ab	16	16	03	03
Sig.				

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch EEE

Semester VI Year II

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	10	50%.	
End of the Second Month	20	20	100%.	
		40		

Attendance Particulars

Roll No.	Name	Date	24	25	31	3	7	10	19	23	28	31
		Month	12	12	12	1	1	1	1	1	1	1
		Period	6	5	6	5	6	7	5	8	6	5
1	Anavinden. P		a	a	/	/	/	/	/	/	/	/
2	Taisairam. M		/	/	a	/	/	/	/	/	/	/
3	Kavirasan. R		/	/	/	/	a	/	/	/	/	/
4	Mohamed Kalifa. J		/	/	/	/	/	/	/	a	/	/
5	Muthasasan. T		/	/	/	/	/	/	/	/	/	/
6	Parthiban. S		/	/	/	/	/	/	/	oo	/	/
7	Parithra. R		/	/	/	/	/	/	/	/	/	/
8	Parithran. A		/	/	/	/	/	/	/	/	/	/
9	Pravin. G		/	/	/	/	/	/	/	/	/	/
10	Rasika. M		/	/	/	/	/	/	/	/	/	/
11	Sakthi. Sridevi. R		a	/	/	/	/	/	/	/	a	/
12	Veesamani. T		/	/	/	/	/	/	/	/	/	/
13	Praveen Kumar. A		a	/	a	a	/	/	a	/	/	/
14												
15												
16												
17												
18												
19												
20												
21												
22												
23	Present		10	12	11	12	12	13	12	13	12	12
24	Absent		3	1	2	1	1	4	/	/	/	1
25	Signature		B	B	B	B	B	B	B	B	B	B

Roll No.	4	7	11	14	18	21	23	25	28	29
	2	2	2	2	2	2	2	2	2	2
	6	5	6	5	6	5	5	6	6	5
1	/	a	/	/	/	/	/	/	/	/
2	/	/	a	/	/	/	/	/	/	/
3	a	/	/	/	a	/	/	/	/	/
4	a	/	/	/	/	/	/	/	/	/
5	/	/	/	/	/	/	/	/	a	/
6	/	/	/	/	/	/	oo	/	/	/
7	/	/	/	/	/	/	/	/	a	/
8	/	/	/	/	/	/	/	/	/	/
9	/	/	/	/	/	/	/	/	/	/
10	/	/	/	/	/	/	/	/	/	a
11	/	/	a	/	/	/	/	/	/	a
12	/	/	/	/	/	/	/	/	/	/
13	a	/	/	/	/	/	a	/	/	/
14										
15										
16										
17										
18										
19										
20										
21										
22										
23	10	12	11	13	12	13	13	12	11	11
24	3	1	2	-	1	-	-	1	2	2
25	B	B	B	B	B	B	B	B	B	B

Attendance and Assessment Record

Name of the Staff : B. BARAN KUMAR Dept MATHS STUDIES

Name of the Subject : APTITUDE Code _____

Branch MECHANICAL ENGINEERING

Semester V Year III

Date of Commencement : 19/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	04	04	80%	
End of the Second Month	06	06	30% [50%]	
End of the Third Month	07	07	45% [95%]	

Attendance Particulars

Roll No.	Name	Date												
		Month												
		Period												
			21	22	23	24	04	08	11	18	21	24		
1	AATBAL ARASAN. T		12	12	12	12	01	01	01	1	01			
2	ABINEESH. K		5	4	4	4	05	04	05	05	04	04		
3	AESHALITHUSAIN. S													
4	ADEETH. G. M													
5	AJITH. S													
6	AKASH. G													
7	AKASH DHILEP KUMAR. A													
8	ALLAN. A. T													
9	ALWIN RAJA. V													
10	ANANTH. A													
11	ANAND RAJA. K													
12	ANURANDAN. M													
13	ARUN. A													
14	ARUN. B													
15	ARUN. R													
16	ARUN KUMAR. P													
17	BARATHI KANNAN. A													
18	BALAJI. E													
19	CHYLESIMWARAN. M													
20	DEVA PRILASH. G													
21	DIHANAJELAR. S													
22	DHASARATHAN. K													
23	DHIVAKAR. P													
24	DHILIPAN DEEP. D													
25	EZIL VENDAN. K													

Roll No.												
1	1	8	9	12	15	22	24					
2	2	2	2	2	2	2	2					
3	5	5	4	4	5	5	4					
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												

Attendance Particulars

Roll No.	Name	Date	21	22	23	24	04	08	11	18	22	29	
		Month	12	12	12	12	01	01	01	01	01	1	
		Period	5	4	4	4	05	04	05	05	04	04	
26	COOPINATH.L		1	1	1	1	A	1	1	A	1	1	
27	HARILAKSHAN.S		1	1	1	1	A	1	1	A	1	1	
28	HARILAKSHASUDHAN.S		1	1	1	1	1	1	1	A	1	1	
29	HARISH BALAJI.R		1	1	A	1	1	1	1	1	A	1	
30	SEYASEELAN.R		A	1	1	1	1	1	1	A	1	1	
31	JEENA.S		1	A	1	A	1	1	1	A	1	1	
32	SEYANDHAN.R		1	1	1	A	1	1	A	1	1	1	
33	JOSEPIA MANOVELARAN		1	1	1	1	1	1	1	1	1	1	
34	HABILAH.G		1	1	1	1	1	A	1	1	1	1	
35	HARISHNAN.G		1	1	1	1	1	1	1	1	1	1	
36	MANELI.H		1	1	1	1	1	1	1	1	1	1	
37	MONALISAN.G		1	1	1	1	1	1	1	1	1	1	
38	MILKESA.H		1	1	1	1	1	1	1	A	1	1	
39	NOGABADAN.T		1	1	1	1	1	1	1	A	1	1	
40	MAVEEN.J		1	1	A	1	1	1	1	1	1	1	
41	ARJUN.A		1	A	1	A	1	1	1	1	1	1	
42	MANIBHARATHI.S		A	1	1	1	A	1	1	A	A	1	
43	PRABIN INOVAR.S		A	A	1	1	1	1	A	A	A	1	
44	SENCHUTTUAN.S		1	1	1	1	1	1	1	A	1	1	
45	SARAH.P.S		A	A	A	1	1	A	1	1	1	1	
46	VIGNESH.N		1	1	1	1	1	1	1	1	1	1	
47	VIGNESH PRABHU.D		A	1	A	1	1	1	1	1	1	A	
48	GABRIEL SHIVAN.M		A	1	1	1	A	A	1	1	1	1	
49		Present	40	39	41	36	43	54	42	48	42	45	
50		Absent	8	9	04	12	5	8	15	20	6	3	

Roll No.		1	8	9	12	15	22	28	
		2	2	2	2	2	2	2	
		5	5	5	4	5	5	5	
26		1	1	1	1	1	1	1	
27		1	1	1	1	A	1	1	
28		1	1	1	1	1	1	1	
29		1	1	1	1	1	1	1	
30		1	1	1	1	1	1	A	
31		A	A	A	1	1	1	1	
32		1	A	1	1	1	1	1	
33		1	1	1	1	1	1	1	
34		1	1	1	1	1	1	1	
35		1	1	1	1	1	1	1	
36		1	1	1	1	1	1	1	
37		1	1	1	A	1	1	1	
38		1	1	1	1	1	1	1	
39		1	1	A	1	1	1	1	
40		1	1	1	1	1	1	1	
41		1	A	1	1	1	1	A	
42		1	1	1	1	1	1	1	
43		1	1	1	1	1	1	A	
44		A	A	1	1	1	1	1	
45		1	1	1	A	A	1	1	
46		1	1	1	1	1	A	1	
47		1	1	1	1	1	1	1	
48		1	1	A	1	1	1	1	
49		42	37	39	44	45	43	2	
50		6	14	19	4	5	5	10	

Attendance and Assessment Record

Name of the Staff : B. BOPAN KUMAR Dept T&P

Name of the Subject : APTITUDE Code _____

Branch MECHANICAL ENGINE

Semester VI Year 1st - 'B'

Date of Commencement : 17/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	04	04	20%	
End of the Second Month	06	05	38% [50%]	
End of the Third Month	08	08	45% [95%]	

Attendance and Assessment Record

Name of the Staff : B. BABAN KUMAR Dept T & P

Name of the Subject : APTITUDE & SKILL Code _____

Branch MECHANICAL ENGG

Semester VII Year IV

Date of Commencement : 19/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	02	02	20%	
End of the Second Month	03	03	30% [50%]	
End of the Third Month	02	02	30% [80%]	

Attendance Particulars

Roll No.	Name	Date	21	28	11	18	25	15	22	16	13	13
		Month	12	12	1	1	1	2	2	3	3	3
		Period	2	2	2	2	3	2	4	2	4	5
1	ASITH. A		1	1	1	1	1	1	1			
2	ALEXANDRA. C		1	04	1	1	1	1	1			
3	ANANDH. C		1	1	1	A	1	1	1	A		
4	ARAVINTH. S		A	1	1	1	1	1	1	1		
5	ARUNSELVAN. R		1	1	A	1	1	1	1	1		
6	ARUNKUMAR. B		1	1	1	1	1	1	1	1		
7	ARUN KUMAR. K		A	1	1	1	1	1	1	A		
8	ASITHARAN. N		A	A	1	A	1	1	1	1		
9	BALASUBRAMANIAN. R		A	1	A	1	1	1	1	1		
10	BHARANIDHARAN. V		A	A	1	A	1	A	1	1		
11	DEEPA. S		1	1	1	A	1	1	1	1		
12	DHARMARAJ. T		A	1	1	A	1	1	A	A		
13	DHINESH. T		1	1	1	1	1	1	1	1		
14	FAHAD HUSSEN. M		A	1	A	1	1	1	A	A		
15	GOWTHAMAN. S		A	1	1	1	1	1	1	1		
16	GOWTHAM KALSHANAN.		1	A	1	1	1	1	A	1		
17	GUNASEKAR. R		A	1	1	1	1	1	1	1		
18	GURUDEVA. A		1	1	1	A	1	1	1	1		
19	HARI KURUCHAN. M		A	1	1	1	1	1	1	1		
20	HARI SHANIKAR. D		A	1	1	A	1	1	A	A		
21	JALANATHAN. S		1	1	A	1	1	1	1	1		
22	KANIRAJAN. M		A	1	A	A	1	1	A	1		
23	KARTHIK. K		1	1	1	1	1	A	1	1		
24	KARTHIKEYAN. S		A	A	1	1	1	1	1	1		
25	KANIMANI. B		1	1	1	A	1	1	1	1		

Attendance Particulars

Attendance Particulars										
Roll No.	Name	Date	8/8	11	18/8	15/9	22	1		
		Month	12	12	1	1	1	2	2	3
		Period	2	2	2	2	3	2	4	2
26	KAVI VENTHAN. M	A	A	A	A	1	A	A	A	
27	KISHORE KOMAR. P	1	0.0	1	1	1	1	1	1	
28	LAKSHMANAN. N	1	1	1	1	1	1	1	1	
29	LEANDER INFANT BAS. G	1	1	A	1	1	1	A	1	
30	LOKESH. A	A	1	1	1	A	1	1	A	
31	MADHAN. R	1	A	1	1	1	1	1	1	
32	MAHAMED ABIF. L	1	1	1	1	1	1	1	1	
33	MOHAMMED BASHA. M	A	A	1	1	1	1	1	1	
34	MOHAMMED THARICK. K	A	1	1	1	1	A	1	1	
35	MULLASELVAN. M	A	1	A	1	1	1	A	1	
36	MUTHUVANANMANI. K	A	1	1	1	A	1	1	A	
37	NARESH KUMAR. N	A	1	1	1	A	1	1	1	
38	NAVANEETHA KRISHNAN. K	1	1	1	1	1	A	1	1	
39	PAZHANIMARAN. L	1	1	1	1	1	1	1	1	
40	PRADHABAN. B	1	1	1	1	1	1	1	1	
41	PRABHU KUMAR. M	1	A	1	A	1	1	1	1	
42	PRANIN. R. R	1	1	1	1	1	1	A	1	
43	PRAVIN IMMANUEL. S	A	1	1	1	A	1	A	1	
44	PRITHIVIRAN. D	A	1	1	A	1	1	1	A	
45	RACHUL. T. S	1	1	1	1	1	1	1	1	
46	RADA DURAI. C	1	1	1	1	1	A	A	A	
47	RADA RADA. R	1	A	1	A	1	A	1	1	
48	RANIND. T	A	1	1	1	1	1	1	1	
49	MARILAN. M	A	A	A	A	1	A	1	A	
50	LOKESH. M	A	A	1	A	1	1	1	1	

Attendance Particulars

Roll No.	Name	Date	21	28	11	18	25	15	22	1			
		Month	12	12	1	1	1	2	2	3			
		Period	2	2	2	2	3	2	4	2			
51	MANILANDAN.S	A	1	1	A	1	1	A	1				
52	MUTHU LOMAR.S	A	1	1	A	1	1	1	A				
53	PRADYAKHISHARAN.S	A	A	1	1	1	1	1	1				
54	MOHAMED IBRAHIM.S	1	1	1	1	1	1	1	1				
55	ABUN LOMAR.S	A	1	1	1	1	1	1	1				
56	ZEON IRUDINAYRAN.S	A	1	A	1	1	1	1	1				
57													
58													
59													
60													
61													
62													
63													
64													
65													
66													
67													
68													
69													
70													
71													
72													
73													
74													
75													
No. of Students		Present	26	44	46	39	52	18	44	46			
		Absent	30	12	10	17	4	8	12	10			
		Staff Signature	[Signatures]										

Attendance and Assessment Record

Name of the Staff : B. BOPAN KUMAR Dept T&P

Name of the Subject : APTITUDE Code _____

Branch MECHANICAL ENGINE

Semester VI Year 1st - 'B'

Date of Commencement : 17/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	04	04	20%	
End of the Second Month	06	05	38% [50%]	
End of the Third Month	08	08	45% [95%]	

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh, M&P Sugary Dept T2P

Name of the Subject : Soft skills, Aptitude Code

Branch Mech

Semester VIII Year IV. B

Date of Commencement : 19.12.18 Last Working Day

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	4	4	40 %	
Aptitude	4	4	40 %	
Softskills End of the Second Month	8	5	80 %	
Aptitude	8	5	80 %	

Attendance Particulars

Soft Skills

Roll No.	Name	Date	31	7	21	11	18	18	25	25	4
		Month	12	1	1	2	2	2	2	2	3
		Period	04	04	04	04	7	8	1	2	1
1	Manohari. M		1	1	1	1					
2	Rajaraman. A		1	1	1	1					
3	Rajeev. S		1	1	1	1					
4	Rajesh. A		1	a	1	a	a				
5	Ramprasad. R		1	1	1	1	1				
6	Ranjithkumar. S		1	a	1	1	a				
7	Reuban messiah. M		1	1	1	1	a				
8	Ruban. G		1	1	a	1	a				
9	Sakthigurusubaran. K		a	1	a	1	1				
10	Sam Dhanraj Denny. X		1	1	1	1	1				
11	Santhosh. D		1	a	1	1	1				
12	Santhosh. M.B		1	a	1	1	1				
13	Santhosh Kumar. M		1	1	1	1	1				
14	Santhosh Kumar. A		1	1	1	1	a				
15	Santhoshraj. R		1	1	1	1	a				
16	Santhosh Sivan. S		a	1	a	1	a				
17	Sarankumar. V		1	a	1	1	a				
18	Saravanan. M		1	1	1	1	a				
19	Saravanan. M		a	a	a	a	a				
20	Sathiyakaran. I. A		1	1	1	1	a				
21	Selvan. S		a	1	a	a	1				
22	Senthil Kumaran. E		1	a	1	1	a				
23	Sethupathi. M		1	1	1	a	a				
24	Siddharthan. G		1	a	1	1	1				
25	Siva. M		1	1	1	1	a				

Soft Skills

5314

Soft Skills

54

Attendance and Assessment Record

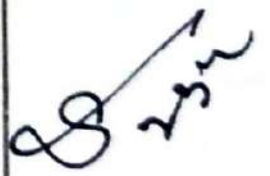
Name of the Staff : P. Suganya Dept T & P

Name of the Subject : Aptitude Code _____

Branch Civil

Semester VI Year III

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	11	11	55%	
End of the Second Month	17	16	90%	

Attendance Particulars

Roll No.	Name	Date	21	24	28	31	4	7	11	18	21	25
		Month	12	12	12	12	1	1	1	1	1	1
		Period	3	3	3	3	3	3	3	3	3	3
1	Ajith. R		/	a	/	/	/	/	/	/	/	/
2	Akiban. S		/	a	/	a	a	/	/	a	a	/
3	Anusuya. D		/	/	/	/	/	/	/	/	/	/
4	Apurva. R		/	/	/	/	/	/	/	/	/	/
5	Arjun. A (06.06.1999)		a	/	/	/	/	/	/	a	/	/
6	Arjun. A (22.07.1999)		/	/	/	/	/	/	/	/	/	/
7	Balavigneshwaran. B		/	a	/	/	/	/	/	a	/	/
8	Begum mariam. M		/	/	/	/	/	/	/	/	/	/
9	Dhilipan. M		/	/	/	a	OD	/	/	/	/	/
10	Jaya Seelan. I		/	a	/	/	/	/	/	a	/	/
11	Kanishka. K		/	/	/	/	/	/	/	/	/	/
12	Lenin. N. S		/	a	/	a	/	/	/	/	/	/
13	Lydiya. T		/	/	a	/	/	/	/	/	/	/
14	Madesh. S		a	a	/	/	/	/	/	a	a	/
15	Madhusa. K		/	/	a	/	a	/	/	a	/	/
16	Mahavri. R		/	/	/	a	/	/	/	/	/	/
17	Masila. S		/	a	/	/	/	/	/	/	/	/
18	Mechinarkiniyan. M		/	a	/	a	/	/	/	a	/	/
19	Mithran. D		a	/	/	/	/	/	/	/	/	/
20	Mohamedameerali. H		a	/	/	/	a	/	/	/	/	/
21	Mugilarasan. M		a	a	/	a	/	a	/	a	a	/
22	Mukilan. M		/	/	/	/	/	a	/	a	/	/
23	Nithish Kumar. M		/	/	/	/	/	/	/	/	/	/
24	Ponpriyanka. P		/	/	/	/	/	/	/	/	/	/
25	Prathap. M		/	/	/	/	OD	/	/	a	/	/

Roll No.	28	2	8	11	15	1	4	8	25	1
	1	2	2	2	2	3	2	2	2	3
	3	3	3	3	3	3	2	2	4	3
1	/	/	/	/	/	/	/	/	/	/
2	/	/	a	/	/	/	/	/	/	/
3	/	OD	/	/	/	/	/	/	/	/
4	/	OD	/	/	/	/	/	/	/	/
5	a	a	/	/	/	/	/	/	/	/
6	/	/	/	/	/	/	/	/	a	/
7	/	a	/	/	/	/	/	/	/	/
8	/	/	/	a	/	/	/	/	/	/
9	/	/	/	a	/	/	a	/	/	/
10	/	/	/	/	/	/	/	/	/	/
11	/	OD	/	/	/	/	/	/	/	/
12	/	/	/	/	a	/	/	/	/	/
13	/	/	/	/	/	/	/	/	/	/
14	/	/	/	a	/	/	/	a	/	/
15	/	/	/	a	/	/	/	/	/	/
16	/	/	/	/	/	/	/	/	/	/
17	/	/	/	/	/	/	/	/	/	/
18	/	/	/	/	/	/	a	/	/	/
19	/	/	/	/	/	a	/	/	/	/
20	a	/	/	/	/	/	/	/	/	/
21	a	/	/	/	/	/	/	/	/	/
22	/	/	/	a	/	/	/	/	/	/
23	/	/	/	/	/	/	/	/	/	/
24	/	/	/	/	/	/	/	/	/	/
25	/	/	/	/	/	/	/	/	/	/

Attendance Particular

Roll No	Name	Date	21	24	28	31	4	7	11	18	21	28	26
		Month	12	12	12	12	1	1	1	1	1	1	1
		Period	3	3	3	3	3	3	3	3	3	3	3
26	Pravin. P		a	a	/	a	a	a	/	a	a	a	a
27	Pritya. D		/	/	/	/	/	/	a	a	/	/	a
28	Prityanka. P		/	a	/	/	/	/	a	/	/	/	/
29	Ramki. P		/	a	/	/	/	/	/	/	/	/	/
30	Salaman josephraj. Y		/	a	/	/	/	/	/	/	/	/	/
31	Santhosh Kumar. Y		/	/	/	/	/	/	/	/	/	/	/
32	Shruti. S		/	a	/	/	/	/	/	/	/	/	/
33	Shwanthanya. V		/	/	/	/	/	/	a	/	/	/	/
34	Subash. S		/	/	/	a	/	/	/	/	/	/	/
35	Sudipa. S		/	a	/	/	/	/	a	/	/	/	/
36	Swathi. R		/	/	a	/	/	/	/	/	/	/	/
37	Veerasakumar. S		/	/	/	/	OP	/	/	a	/	/	/
38	Vigneshwaran. R		/	a	/	/	/	/	/	a	/	/	/
39	Vigneshwaran. S (25.8.1999)		/	/	/	/	/	/	/	a	a	/	/
40	Vigneshwaran. S (02.11.1999)		a	a	/	a	/	a	/	a	a	/	/
41	Vijay. V		/	/	/	/	/	/	/	/	a	a	/
42	Vinitha. S		/	/	/	/	/	a	/	a	/	/	/
43	Yogaraj. V		/	a	/	/	/	/	/	/	/	/	/
44	AKash. R		a	/	/	/	/	/	/	/	/	/	/
45	Dhanapal. S		a	/	/	/	/	/	/	a	/	/	a
46	Gunaseelan. G		a	/	a	/	/	/	/	/	/	/	/
47	Karthikeyan. A		a	/	/	/	/	/	/	/	/	/	/
48	Kariyannan. M		a	a	/	/	a	/	/	a	a	/	/
49	Manikandan. D		a	a	/	a	a	/	a	/	/	a	a
50	Nandhini. T		/	/	/	/	/	/	/	a	/	/	a

Roll No		2	8	11	15	1	4	8	25	1
		2	2	2	2	3	2	2	2	3
		3	3	3	3	3	2	2	4	3
26		/	/	a	/	/	/	/	/	/
27		/	/	/	/	/	/	/	/	/
28		a	/	/	/	/	/	/	/	/
29		/	/	/	/	/	/	/	/	/
30		/	/	a	/	a	/	a	/	a
31		/	/	a	/	/	/	/	a	/
32		/	/	/	/	/	/	/	/	/
33		/	/	/	a	/	/	/	/	/
34		/	/	/	/	/	/	/	/	/
35		/	/	a	/	/	/	/	/	a
36		/	/	/	/	/	/	/	/	/
37		/	a	/	/	/	/	/	/	/
38		/	/	a	/	/	a	/	/	/
39		/	/	a	/	/	/	/	/	a
40		/	/	a	a	/	/	/	/	/
41		OP	/	/	/	a	/	/	/	/
42		OP	/	/	/	/	/	a	/	a
43		/	/	/	/	/	/	/	/	/
44		/	/	/	/	/	/	/	/	/
45		a	a	a	a	a	a	a	a	a
46		a	/	a	/	a	/	/	/	/
47		/	a	/	/	/	/	/	/	/
48		a	a	a	/	/	/	/	/	/
49		/	/	a	a	a	/	/	/	/
50		/	/	/	/	/	/	/	/	/

[illegible]

58

Roll No.	2	8	11	15	1	4	8	25	1
	2	2	2	2	3	2	2	2	3
	3	3	3	3	3	2	2	4	3
51	a	/	/	/	/	/	/	/	/
52	/	/	/	/	/	/	/	/	/
53	/	/	/	/	/	/	/	/	/
54	/	/	a	a	/	/	/	/	/
55	a	a	/	/	/	/	a	/	/
56	/	/	/	/	/	/	/	/	/
57	/	/	/	/	/	/	/	/	/
58									
59									
60									
61									
62									
63									
64									
65									
66									
67									
68									
69									
70									
71									
72									
73									
74									
75									
Pr	49	51	40	51	51	52	51	63	50
Ab	08	06	1A	06	06	05	06	04	07
Sig.	B	B	A	A	B	B	B	B	B



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2018-2019

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL FINAL YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 423

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

The department of training and placement offers soft skills and aptitude training sessions as a separate Certificate Program along with the regular academic schedules of each semester for students of II, III and IV. Program goals include developing the students' abilities to match industry requirements in terms of interpersonal skills, interview skills, group discussion abilities, problem solving abilities, analytical skills, etc. A separate syllabus and course plan is prepared and distributed branch-by-branch for both even and odd semesters.

In the Academic Year 2018-2019, soft skills and quantitative aptitude are emphasized as outlined in the syllabus of the T&P department. During 30 hours of training, the final year students will acquire skill sets related to communication skills, interpersonal interaction, problem-solving abilities, and analytical thinking. To improve employability skills, the students are given intensive class room activities and homework. There are well-prepared quantitative aptitude exercises on topics such as data interpretation, percentages, number sense, arithmetic aptitude, etc.

A weeklong program on soft skills, technical skills and aptitude for students in their final year is conducted for improving their employability. The program is followed by a series of campus interviews. In order to benefit both the company and the students, we ensure that students are joining the companies at the right time.

ASSESSMENT PROCEDURE

- Communication skills, body language, and interview skills will be assessed frequently *
- The final year students will be required to participate in mock interviews and group discussions
- Testing of quantitative aptitude on data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Understand better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress management for the self development.
- Enough confidence and knowledge on better work culture.


VP/HEAD-T&P


26/4/2019
PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE – IV YEAR (Seventh Semester)

Coding and Decoding - Introduction, important condition and types of number coding and alphabets coding – Analogy. 2

Odd Man Out and Reasoning – Definition and types reasoning problems 2

Ratio and Proportion – Definition – Variations and Problems 2

Time and work – Definition – working with different efficiencies 2

Blood Relations – Definition – generation related problems on blood relation. 2

Total Periods: 10

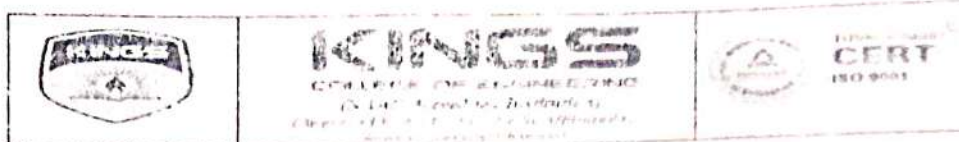
P. Lm.

STAFF INCHARGE

[Signature]
VP/HOD

J. M. M.
19/5/2018

Verifying
[Signature]
8/5/18



**DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS – IV YEAR (Seventh Semesters)**

1. Interview Skills**4**

A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.

2. Group Discussion**1**

Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in A GD.

3. Etiquette and Manners**2**

Etiquette – Introduction, Classification, Manner – Introduction practicing good manners, Professional manners – Corporate grooming tips.

Total Periods: 10
STAFF INCHARGE
VP/HOD

J. Muthu
05/6/2018

Verified
[Signature]



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS – IV YEAR (Eighth Semester)

- 1. Interview Skills** 2
A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.
- 2. Group Discussion** 2
Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in a GD.
- 3. Career Planning** 2
Introduction – Guidelines for choosing a career plan – Tips for successful career planning – Exercise – Test your career interest.
- 4. Work Culture** 2
Introduction to Values – formation of values – Types of values – Individual behavior in work place – team building – Skills needed for team work – A model of team building – role team members – Exercise – Test your team work skills
- 5. Leadership Qualities** 2
Introduction – types of leadership – Leaders are born or made – common skills required for a successful leader – communication skills, public speaking skills, attitude, perseverance, empathy & etc
- 6. Stress Management** 2
Introduction – Kinds of stress - Sources of stress – Effects of stress – Spotting stress in you – Exercise – Test your level of stress.

Total Periods: 12

Verified
[Signature]

B. [Signature]
Staff - in-charge

J. [Signature]
24/11/2018

[Signature]
21/11/18



SYLLABUS

QUANTITATIVE APTITUDE – IV YEAR (Eighth Semester)

Problems on numbers - Introduction, types of numbers, test of divisibility – numbers based company question papers	2
Problems on age – Introduction, types of forward and backward problems on age	2
Seating Arrangement – Definition and conditions of seating arrangements – Circular arrangements based company question paper	2
Reasoning – Introduction, types of reasoning, reasoning based company question paper	2
Profit and Loss – Definition, Formulae and its types.	2

Total Periods: 10

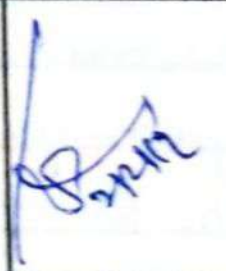
P. Lm
13/11
STAFF INCHARGE

J. Muthu
24/11/2018

[Signature]
24/11/18
VP/HEAD(T&P)

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept MGMT STUDIES
 Name of the Subject : Softskills Aptitude Code MG2851
 Branch CIVIL
 Semester VIII Year IV
 Date of Commencement : 19/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month Aptitude	5	4	40 %.	
	6	5	50 %.	
Softskills End of the Second Month Aptitude	7	5	60 %.	
	10	8	100 %.	

Attendance Particulars			Soft Skills									
Roll No.	Name	Date	24	31	07	28	11					
		Month	12	12	01	01	02					
		Period	3	3	4	4	4					
1	Nirmal Greeds . P		a	/	/	a	/					
2	Nithya . C . G		a	/	/	a	/					
3	Parameshwaran . D		/	/	/	/	/					
4	Pavithra . k		/	/	/	/	/					
5	Prasanna . G		a	/	a	/	/					
6	Prasath . N		a	/	/	/	/					
7	Ragupathi . M		/	/	a	/	a					
8	Ramkumar . M		a	/	/	/	/					
9	Ramyapriya . G		/	/	/	/	/					
10	Ranjith . R		a	/	/	/	/					
11	Ranjitha . k		/	/	/	a	/					
12	Rasika . k		/	/	/	/	a					
13	Ravikumar . S		/	/	/	/	/					
14	Sahana . P		/	/	/	/	/					
15	Sambasivam . S		a	/	/	/	/					
16	Santhosh . M . C		/	/	/	/	/					
17	Santhosh Kumar . S		a	a	/	a	a					
18	Sarath Kumar . R		/	/	/	/	/					
19	Saravanan . G		/	/	/	/	/					
20	Saravanan . T		a	a	/	/	/					
21	Sathya . k		/	/	/	/	/					
22	Sathya priya . V		a	/	/	/	/					
23	Sathiyaraj . R		/	/	/	/	/					
24	Sathya seelan . G		/	/	/	/	/					
25	Shalinidevi . P		a	/	/	/	/					

Attendance Particulars

Soft skills

Roll No.	Name	Date																		
		Month																		
		Period																		
			24	31	07	28	11													
			12	12	01	01	02													
			3	3	4	4	4													
26	Shanthini. A		/	/	/	/	/													
27	Sirajul Firthousi. M		/	/	/	/	/													
28	Sugapriya. B		/	a	/	/	/													
29	Susuthi. R		/	/	/	/	/													
30	Suryakumar. K		/	/	/	/	/													
31	Suvetha. P.S		/	/	/	/	/													
32	Tamil Elakkiya. R		/	/	/	/	/													
33	Tamilkari. K		/	a	/	/	/													
34	Tamilmani. K		/	/	/	/	/													
35	Vasanth. S		/	/	/	/	/													
36	Vasantha Kumar. V		/	/	/	/	/													
37	venkatesan. M		/	/	/	a	/													
38	venkateshwaran. M		/	/	/	/	/													
39	Vidhyasagar. B		a	/	a	/	/													
40	Vignesh. M		a	/	/	/	/													
41	Vignesh Kumar. R		/	/	a	/	/													
42	Vinoliya. P		/	/	/	/	/													
43	Vinoth. V		/	/	/	/	/													
44	Vinotha. S		/	/	/	/	/													
45	Vinoth Kumar. K		/	/	a	/	/													
46	Vishvaraj. E		/	/	/	/	/													
47	vivek. S		a	/	/	/	/													
48	JayaPrakash. R		/	/	/	/	/													
49	Jeyabai. K		/	/	/	/	/													
50	Manikandan. K		/	/	/	/	/													

Soft Skills

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Attendance and Assessment Record

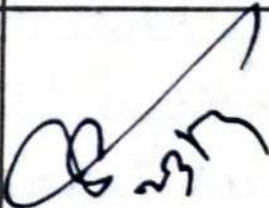
Name of the Staff : Mr. K. Sudhakar, Ms P. Suganya Dept T & P

Name of the Subject : Soft Skills, Aptitude Code _____

Branch CSE

Semester VIII Year IV

Date of Commencement : 19.12.18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month	5	5	50%	
Aptitude	4	1	10%	
Soft Skills End of the Second Month	8	6	80%	
Aptitude	5	4	60%	

Attendance Particulars			Softskills											
Roll No.	Name	Date	24	31	7	21	28	25						
		Month	12	12	01	01	01	02						
		Period	2	4	03	4	4	3						
1	Aarthiy. M		/	/	/	/	/	/						
2	Abinaya. A		/	/	/	/	/	/						
3	Abinaya. R		a	/	/	/	/	/						
4	Anandhi. R		/	/	/	/	/	/						
5	Anthalapriya. A		/	/	/	/	/	/						
6	Anusha. K		/	/	a	/	/	/						
7	Arschana. U		/	/	/	/	a	/						
8	Atchaya. A		/	a	/	/	/	/						
9	Balachandrar. V		/	a	a	/	/	a						
10	Dhivyabharathi. C		/	/	a	/	/	/						
11	Dhivyabharathi. K		/	/	/	/	/	/						
12	Elakkiya. M		/	/	/	/	/	/						
13	Festus Devapriyan. J.D		a	/	/	/	/	a						
14	Guha. K		/	/	/	/	/	/						
15	Jaquelin Diana. A		/	/	/	/	/	/						
16	Jayaprakash. B		/	/	a	/	/	/						
17	Karthika. P		a	/	/	/	/	/						
18	Karthikeyan. C		/	a	/	/	/	a						
19	Kayalvizhi. S		a	a	/	/	/	/						
20	Karthika. M		/	/	/	/	/	/						
21	Manimozhi. K		/	/	/	/	/	/						
22	Meimozhi. B		/	/	/	/	/	/						
23	Mirunalini. S		/	/	/	/	/	/						
24	Mohamed Ali M. J.		a	/	/	/	/	a						
25	Mohan Kumar. S		/	a	a	/	/	/						

Soft skills

14

Softskills

26

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh. MS/2ugaya Dept T & P

Name of the Subject : Softskills, Aptitude Code _____

Branch EC E

Semester VIII Year IV. A

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills	4	1	10%.	/ <u>22/12/18</u>
End of the First Month Aptitude	4	1	10%.	
Softskills	8	6	80%.	/ <u>23/12</u>
End of the Second Month Aptitude	8	4 ⁷²	60%.	

Attendance Particulars

Roll No.	Name	Date	21	18	15	1	22	01
		Month	12	1	2	2	2	03
		Period	2	2	2	2	4	02
1	Ajay. M		1	a	1	1	1	a
2	Anbuselvi. P		1	a	1	1	1	1
3	Anitha. G		1	1	1	1	1	1
4	Aravindh Kumar. S		1	1	1	1	a	1
5	Arthika. B		1	1	1	1	1	1
6	Ashiga. S		1	1	1	1	1	1
7	Bavadhazini. M		1	1	1	1	1	1
8	Berkmanz. S		a	1	a	1	1	1
9	Bharathi. T		a	a	a	1	1	1
10	Dhanalakshmi. M		1	1	1	1	1	1
11	Dhivyadarehini. J		1	1	1	1	a	1
12	Divya. K		1	a	1	1	1	1
13	Durga. S (08.03.1998)		1	1	1	1	1	1
14	Durga. S (10.06.1998)		1	1	1	1	1	1
15	Elakiya. P		1	1	a	1	1	1
16	Ezhilarasi. R		a	a	1	1	a	1
17	Gayathri. J. S		1	1	1	1	1	1
18	Gayathri. K		1	1	1	1	1	1
19	Haziprakash. R. A		1	1	1	1	1	1
20	Hazitha. S		1	1	1	1	a	1
21	Jaishree. K		1	a	1	1	1	1
22	Janakiraman. M		1	1	1	1	1	1
23	Janani. G		1	1	1	1	a	1
24	Kanishka Hazini. P. S.		1	1	1	1	1	1
25	Karibala. S		1	1	1	1	1	1

Attendance Particulars

Roll No.	Name	Date	21	18	15	1	22	01			
		Month	12	1	2	2	2	05			
		Period	2	2	2	2	4	02			
26	Karibharathi. K		1	1	1	1	1	a			
27	Krithica. M		1	1	1	1	1	1			
28	Lanjer Nisha. S		1	1	1	1	1	1			
29	Laxanya. J		1	1	1	1	1	1			
30	Mahalakshmi. K		1	a	1	1	1	1			
31	Mahalakshmi bai. R		a	1	1	1	1	1			
32	Maheshwari. G		1	1	1	1	1	1			
33	Malathi. P		1	1	1	1	1	1			
34	Manisha. S		1	1	1	1	a	1			
35	Monica. A		1	1	1	1	1	1			
36	Monisha Reeta. B		1	1	1	1	1	1			
37	Mousli. L		1	a	1	1	1	1			
38	Nandhini. V		1	1	1	1	1	1			
39	Narendran. C		1	a	1	1	1	1			
40	Nathiya. K		1	1	1	1	1	1			
41	Typpan. P		1	a	1	1	1	1			
42	Nandhini. G		a	1	1	1	1	1			
43	Priyatharcini. R		1	1	1	1	a	1			
44											
45											
46											
47		Present	40	33	40	40	36	01			
48		Absent	03	10	03	1	7	02			
49			12	12	12	12	12	12			
50											

Attendance and Assessment Record

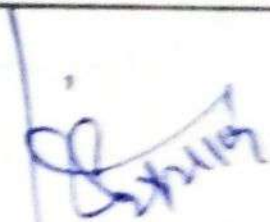
Name of the Staff : K. Sudhakar, P. Suganya Dept T & P

Name of the Subject : Soft Skills, Aptitude Code _____

Branch : ECE 'B'

Semester : VIII Year IV

Date of Commencement : 19.12.18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month	4	4	40%	
Aptitude	4	3	30%	
Soft Skills End of the Second Month	8	5	80%	
Aptitude	8	6	80%	

Attendance Particulars			Soft skills									
Roll No.	Name	Date	21	24	25	01	15	20	28	15	01	
		Month	12	12	01	02	02	02	02	02	03	
		Period	2	5	2	2	2	2	5	2	2	2
1	Niranjani. C.S		/	/	/	/	/	/	/	/	/	
2	Nithiya. M		/	/	/	/	/	/	a	a	/	
3	Nivethitha. D		a	a	/	/	/	/	/	/	/	
4	Nriya. B		/	/	/	/	/	/	/	/	/	
5	Padmabharini. M		/	/	/	/	/	/	/	/	/	
6	Parithra. B		/	/	/	/	/	a	a	/	/	
7	Parithra. c		/	/	/	/	/	/	/	/	/	
8	Parithra. B		/	/	/	/	/	/	/	/	/	
9	Parithra. S		/	/	/	/	/	/	/	/	/	
10	Pragadeeswari. J		/	/	/	/	a	/	/	/	/	
11	Preeethi. G		/	/	/	/	/	/	/	/	a	
12	Preeethi. S		/	/	/	/	/	/	/	/	/	
13	Preeethi. S		/	/	/	/	/	/	/	a	a	
14	Priya. P		/	/	/	/	/	/	/	/	/	
15	Priyanka. k		/	/	/	/	a	/	/	/	/	
16	Priyanka. k		/	/	/	a	/	/	/	/	/	
17	Punita. R		/	/	/	/	/	a	a	/	/	
18	Rangeela Subraja. S		/	/	a	/	a	/	/	/	/	
19	Rasika. k		/	/	/	/	/	/	/	/	/	
20	Ratheeswaran. M		a	/	/	/	a	/	/	/	/	
21	Rodini Mary. S		/	/	/	/	/	/	/	/	/	
22	Santhiya. S		/	/	/	/	/	/	/	/	/	
23	Saraswathy. U		0	/	/	/	/	a	a	/	/	
24	Serrankumar. S		/	/	/	/	/	/	/	/	/	
25	Shanmugapriya. S		/	/	/	/	a	/	/	/	/	

Roll No.	01	01		
	03	03		
	3	4		
1	/	/		
2	/	/		
3	/	/		
4	/	/		
5	/	/		
6	/	/		
7	/	/		
8	/	/		
9	/	/		
10	/	/		
11	/	/		
12	a	a		
13	/	/		
14	/	/		
15	/	/		
16	/	/		
17	/	/		
18	/	/		
19	/	/		
20	/	/		
21	/	/		
22	/	/		
23	/	/		
24	/	/		
25	/	/		

Attendance Particulars			Soft Skills											
Roll No.	Name	Date	21	24	25	01	15	22	22	15	15	01	01	
		Month	12	12	01	02	02	02	02	02	02	03	03	
		Period	2	5	2	2	2	2	5	2	3	2	3	
26	Shanmugapriya. R		/	/	/	/	a	/	/	/	/	/	/	
27	Shenbagaveni. S		/	/	/	/	/	/	/	/	/	/	/	
28	Shai. Sureshi. G		/	/	/	/	/	/	/	/	/	/	/	
29	Sirabharathi. T		/	/	/	/	a	/	/	/	/	a	a	
30	Srinithya. G		/	/	/	/	/	a	a	/	/	/	/	
31	Subash. K		/	a	/	a	/	/	/	/	/	/	/	
32	Subashini. C		/	/	/	/	/	/	/	a	a	/	/	
33	Suganya. C		/	/	/	/	/	/	/	/	/	/	/	
34	Surriya. S		/	/	/	/	/	/	/	/	/	/	/	
35	Suretha. T		/	/	/	/	/	/	/	/	/	/	/	
36	Tamil. Selvan. J		/	/	/	/	/	/	/	/	/	/	/	
37	Uthrasri. V		/	/	/	a	/	/	/	/	/	/	/	
38	Vainiya. S		/	/	/	/	/	/	/	/	/	/	/	
39	Varanathi. R		/	/	/	/	/	/	/	/	/	/	/	
40	Vigneshwar. N		/	a	/	a	a	/	/	/	/	/	/	
41	Vimala. S		/	/	/	/	/	/	/	/	/	/	/	
42	Vinita. P		/	/	/	/	/	/	/	/	/	/	/	
43	Vinita. R		/	/	/	/	/	/	/	/	/	/	/	
44	Arunthasaselman. S		/	/	/	/	/	/	/	/	/	/	/	
45	Elumalai. J		/	a	a	a	/	/	/	/	/	/	/	
46	Karthikeyan. K		/	/	/	/	/	/	/	/	/	/	/	
47	Vignesh. M		/	/	/	a	a	/	/	/	/	/	/	
48	Vinothini. T		/	/	a	a	a	a	a	a	a	a	a	
49			/	/	/	/	/	/	/	/	/	/	/	
50														

Roll No.	01
	03
	4
26	/
27	/
28	/
29	/
30	a
31	/
32	/
33	/
34	/
35	/
36	/
37	/
38	/
39	/
40	/
41	/
42	/
43	/
44	/
45	/
46	/
47	a
48	/
49	
50	

Attendance Particulars

Name	Date	21	24	25	01	15	22	22	15	15	01	01
	Month	12	12	01	02	02	02	02	02	02	02	03
	Period	2	5	2	2	2	2	5	2	3	2	3
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
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16												
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18												
19												
20												
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
No. of Students	Present	45	44	45	41	38						
	Absent	03	04	02	07	10						
	Staff Signature											

Attendance and Assessment Record

Name of the Staff

Mr. B. Suresh. P. Suganya Dept T8 P

Name of the Subject

: Soft Skills, Aptitude Code _____

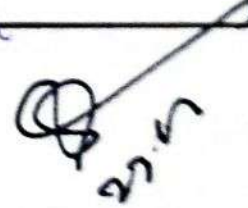
Branch

EEE

Semester

VIII Year IV

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month Aptitude	4	2	20%	
	5	6	60%	
Soft Skills End of the Second Month Aptitude	8	5	80%	
	10	10	100%	

Attendance Particulars

Soft skills

Roll No.	Name	Date										
		Month										
		Period										
			1924	07	14	28						
			1	1	02	2	2					
			3	3	3	3	3					
1	Akalpa. T		1	1	1	1	1	1	1	1	1	1
2	Akash. R		a	1	1	1	1	1	1	1	1	1
3	Akilandeswari. S		1	1	1	1	1	1	1	1	1	1
4	Baranika. R		1	1	1	1	1	1	1	1	1	1
5	Boindha. M		1	1	1	1	1	1	1	1	1	1
6	Deepakraj. S		a	1	1	a	1	1	1	1	1	1
7	Dhaerthi. S		1	1	1	1	1	a	1	1	1	1
8	Dhinesh. J		1	a	1	1	1	1	1	1	1	1
9	Dirya. K		1	1	1	1	1	1	1	1	1	1
10	Elakkiya. E		1	1	1	1	1	1	1	1	1	1
11	Ganesh Kumar. P		1	1	1	1	1	1	1	1	1	1
12	Harini. K		1	1	1	1	1	1	1	a	1	1
13	Harish Babu. K		1	1	1	a	1	1	1	1	1	1
14	Kalaiyazasi. D		1	1	1	1	1	1	1	1	1	1
15	Kayalvizhi. R		1	1	1	1	1	1	1	1	1	1
16	Muthumeena. K		1	1	a	1	1	1	1	1	1	1
17	Nalini. N		1	1	1	1	1	1	1	1	1	1
18	Parthasarathi. R		1	1	1	1	1	1	1	1	1	1
19	Prakash. M		a	1	1	1	1	1	1	1	1	1
20	Prakash. S		1	1	1	1	1	1	a	1	1	1
21	Pratheesh. T		1	a	1	1	1	1	1	1	1	1
22	Prem Kumar. V. P		a	a	a	a	a	1	1	1	1	1
23	Raguraman. R		a	a	a	1	1	1	1	1	1	1
24	Ram Kumar. P		1	1	1	1	1	1	1	1	1	1
25	Ramu. P		1	1	1	1	1	1	1	1	1	1

Roll No.			
1	1	1	
2	1	1	
3	1	1	
4	1	1	
5	a	1	
6	1	1	
7	1	1	
8	1	1	
9	1	1	
10	1	a	
11	1	1	
12	1	1	
13	1	1	
14	1	1	
15	a	1	
16	1	1	
17	1	1	
18	1	1	
19	1	1	
20	1	1	
21	1	1	
22	1	1	
23	1	1	
24	1	1	
25	1	1	

Attendance Particulars			Soft Skills											
Sl No	Name	Date	19	20	07	14	28							
		Month	1	1	2	2	2							
		Period	3	3	3	3	3							
26	Sakthivel. M		1	0	1	1	1	1	1	1	1	1	1	1
27	Sandeep. K		1	1	1	1	1	1	1	1	1	1	1	1
28	Santhosh Kumar. R		1	1	1	1	0	1	1	1	1	1	1	1
29	Santhosh Sami. R		0	1	1	1	1	1	1	1	1	1	1	1
30	Sathish. M		0	0	0	0	0	1	1	1	1	1	1	1
31	Shanthi. R		1	1	1	1	1	1	1	1	1	1	1	1
32	Sirakumar. S		1	1	1	1	1	0	1	1	1	1	1	1
33	Sowmiya. S		1	1	1	1	1	1	1	1	1	1	1	1
34	Sunder. R		1	1	1	1	1	1	1	1	1	1	1	1
35	Suriyaprasanth. M		0	1	0	1	1	1	1	1	1	1	1	1
36	Tamilselvan. T		0	0	1	0	0	1	1	1	1	0	1	1
37	Victorija. P		1	1	1	1	1	1	1	1	1	1	1	1
38	Dinesh Kumar. D		1	1	1	1	1	1	1	1	1	1	1	1
39	Karthikeyan. R		1	1	1	1	1	1	0	1	1	1	1	1
40	Moharaj. S		0	0	1	1	1	1	1	1	1	1	1	1
41	Pradeep Kumar. D		0	1	1	1	1	1	1	1	1	1	1	1
42	Rajadurai. R		1	1	1	1	1	0	1	1	1	1	1	1
43	Ram Kumar. P		1	1	1	1	1	1	1	1	1	1	1	1
44	Shelaa. S		1	1	1	1	1	1	1	1	1	1	1	1
45	Veeramani. M		1	1	0	1	1	1	1	1	1	1	1	1
46	Vibinraj. N		1	1	1	0	1	1	1	1	1	1	1	1
47	Eniyarajan. R		1	1	1	0	1	1	1	1	1	1	1	1
48	Rohith. B		1	0	0	1	1	1	1	1	1	1	0	1
49	Present		31	31	41	41	45							
50	Absent		11	09	12	12	04							
	Sign													

Sl No	
26	1
27	1
28	1
29	1
30	1
31	1
32	1
33	1
34	1
35	0
36	1
37	1
38	1
39	1
40	1
41	1
42	1
43	1
44	1
45	1
46	1
47	1
48	1
49	
50	

Attendance and Assessment Record

Name of the Staff : P. Suganya Dept MGMT STUDIES
 Name of the Subject : Soft skills, Aptitude Code 20628551
 Branch CIVIL
 Semester VIII Year 12
 Date of Commencement : 19/12/18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft skills End of the First Month	5	4	40 %	
Aptitude	6	5	50 %	
Soft skills End of the Second Month	7	5	60 %	
Aptitude	10	8	100 %	

Attendance Particulars			Soft Skill				
Roll No.	Name	Date	24	31	07	28	1
		Month	12	12	01	01	01
		Period	3	3	4	4	4
1	Nirmal Greeds . P		a	/	/	a	/
2	Nithya . C . G		a	/	/	a	/
3	Parameshwaran . D		/	/	/	/	/
4	Pavithra . k		/	/	/	/	/
5	Prasanna . G		a	/	a	/	/
6	Prasath . N		a	/	/	/	/
7	Ragupathi . M		/	/	a	/	a
8	Ramkumar . M		a	/	/	/	/
9	Ramyapriya . G		/	/	/	/	/
10	Ranjith . R		a	/	/	/	/
11	Ranjitha . k		/	/	/	a	/
12	Rasika . k		/	/	/	/	a
13	Ravikumar . S		/	/	/	/	/
14	Sahana . P		/	/	/	/	/
15	Sambasivam . S		a	/	/	/	/
16	Santhosh . M . C		/	/	/	/	/
17	Santhosh Kumar . S		a	a	/	a	a
18	Sarath Kumar . R		/	/	/	/	/
19	Saravanan . G		/	/	/	/	/
20	Saravanan . T		a	a	/	/	/
21	Sathiya . k		/	/	/	/	/
22	Sathiya priya . V		a	/	/	/	/
23	Sathiyasaj . R		/	/	/	/	/
24	Sathiyaseelan . G		/	/	/	/	/
25	Shalinidevi . P		a	/	/	/	/

Sl. No.	Name	Date					
		Month		Year		Total	
		Month	Year	Month	Year	Month	Year
20	Shanthini A	1	1	1	1	1	1
21	Shraddha E. M.	1	1	1	1	1	1
22	Supriya B	1	1	1	1	1	1
23	Sushila R	1	1	1	1	1	1
24	Surya Kumar K	1	1	1	1	1	1
25	Sushila P. S	1	1	1	1	1	1
26	Tamil Lakshya R	1	1	1	1	1	1
27	Tamilkavi K	1	1	1	1	1	1
28	Tamilmani K	1	1	1	1	1	1
29	Vasanth S	1	1	1	1	1	1
30	Vasanth Kumar V	1	1	1	1	1	1
31	Venkatesan M	1	1	1	1	1	1
32	Venkateshwaran M	1	1	1	1	1	1
33	Vidhyasagar B	1	1	1	1	1	1
34	Vignesh M	1	1	1	1	1	1
35	Vignesh Kumar R	1	1	1	1	1	1
36	Vinodini P	1	1	1	1	1	1
37	Vineth V	1	1	1	1	1	1
38	Vinetha S	1	1	1	1	1	1
39	Vineth Kumar K	1	1	1	1	1	1
40	Vishvaraj E	1	1	1	1	1	1
41	Vivek S	1	1	1	1	1	1
42	JayaPrakash R	1	1	1	1	1	1
43	Jeyabai K	1	1	1	1	1	1
44	Manikandan K	1	1	1	1	1	1

Attendance and Assessment Record

Name of the Staff

Mr. K. Sudhakar, Ms P. Suganya Dept T & P

Name of the Subject

Soft skills, Aptitude Code _____

Branch

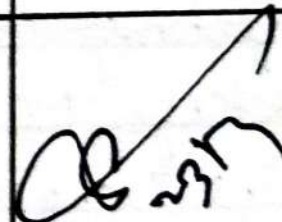
CSE

Semester

VIII Year IV

Date of Commencement

19.12.18 Last Working Day _____

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft skills End of the First Month	5	5	50%	
Aptitude	4	1	10%	
Soft skills End of the Second Month	8	6	80%	
Aptitude	5	4	60%	
		85		

Attendance Particulars

Softskills

Roll No.	Name	Date	24	31	7	21	28	25		
		Month	2	12	01	01	01	02		
		Period	2	4	03	4	4	3		
1	Aarthya. M		/	/	/	/	/	/		
2	Abinaya. A		/	/	/	/	/	/		
3	Abinaya. R		a	/	/	/	/	/		
4	Anandhi. R		/	/	/	/	/	/		
5	Anthalapriya. A		/	/	/	/	/	/		
6	Anusha. K		/	/	a	/	/	/		
7	Arschana. U		/	/	/	/	a	/		
8	Atchaya. A		/	a	/	/	/	/		
9	Balachandrar. V		/	a	a	/	/	a		
10	Dhiryabharathi. C		/	/	a	/	/	/		
11	Dhiryabharathi. K		/	/	/	/	/	/		
12	Elakkiya. M		/	/	/	/	/	/		
13	Festus Devapriyan. J. D		a	/	/	/	/	a		
14	Guna. K		/	/	/	/	/	/		
15	Jagulin Diana. A		/	/	/	/	/	/		
16	Jayaprakash. B		/	/	a	/	/	/		
17	Karthika. P		a	/	/	/	/	/		
18	Karthikeyan. C		/	a	/	/	/	a		
19	Kayalvizhi. S		a	a	/	/	/	/		
20	Karthika. M		/	/	/	/	/	/		
21	Manimozhi. K		/	/	/	/	/	/		
22	Meimozhi. B		/	/	/	/	/	/		
23	Mirunalini. S		/	/	/	/	/	/		
24	Mohamed Ali M. J.		a	/	/	/	/	a		
25	Mohan Kumar. S		/	a	a	/	/	/		

Attendance Particulars

Roll No.	Name	Date		Check Marks						
		Month		1	2	3	4	5	6	7
		Period		1	2	3	4	5	6	7
26	Nandha Kumar S			1	1	1	1	1	1	1
27	Nethaji T S			1	1	1	1	1	1	1
28	Paritha C			1	1	1	1	1	1	1
29	Parithra M			1	1	1	1	1	1	1
30	Pragadeshwari M			1	1	1	1	1	1	1
31	Priyadarshini S			1	1	1	1	1	1	1
32	Rajul R			1	1	1	1	1	1	1
33	Rajakishni A			1	1	1	1	1	1	1
34	Rajvarshini B			1	1	1	1	1	1	1
35	Ramla Afroz S			1	1	1	1	1	1	1
36	Samaya G			1	1	1	1	1	1	1
37	Santhosh ram D			1	1	1	1	1	1	1
38	Sathya M			1	1	1	1	1	1	1
39	Shyamala B			1	1	1	1	1	1	1
40	Sivabalan R			1	1	1	1	1	1	1
41	Sonasiya P			1	1	1	1	1	1	1
42	Subash chandra Bas R			1	1	1	1	1	1	1
43	Sugapriya S			1	1	1	1	1	1	1
44	Surya V			1	1	1	1	1	1	1
45	Swarina Prabha P			1	1	1	1	1	1	1
46	Tamilarasan M			1	1	1	1	1	1	1
47	Thenmozhi P			1	1	1	1	1	1	1
48	Veeramani T			1	1	1	1	1	1	1
49	Vidhya A			1	1	1	1	1	1	1
50	Viprath V			1	1	1	1	1	1	1

Attendance Particulars

Soft Skills

Roll No.	Name	Date	24	31	07	21	28	25			
		Month	12	12	01	01	01	02			
		Period	02	04	03	04	04	4			
51	yamuna k		a	/	a	a	/	/			
52	yuvakshmi patya..s		/	a	/	/	/	/			
53	Burneshkari..s		/	/	/	/	/	/			
54	chakravarthy. G		a	a	/	/	/	/			
55	Pradeep. E		a	a	a	a	/	/			
56											
57											
58											
59											
60											
61											
62											
63											
64											
65											
66											
67											
68											
69											
70											
71											
72											
73											
74											
75											
No. of Students		Present	43	44	46	51	51	49			
		Absent	12	11	09	03	03	08			
		Staff Signature									

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh M. Xigay Dept T2P

Name of the Subject : Softskills, Aptitude Code _____

Branch : ECE

Semester : VIII Year : IV A

Date of Commencement : 19.12.18 Last Working Day : 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	4	1	10%	/ <u>S. 24/19</u>
Aptitude	4	1	10%	
Softskills End of the Second Month	8	6	80%	/ <u>S. 24/19</u>
Aptitude	8	4	60%	

Roll No.	Name	Date				
		Month				
		Period				
		21	18	15	1	
		12	1	2	2	
1	Ajay. M	2	2	2	2	
2	Anbuselvi. P	1	a	1	1	
3	Anitha. G	1	a	1	1	
4	Aravindh Kumar. S	1	1	1	1	
5	Arthika. B	1	1	1	1	
6	Ashiga. S	1	1	1	1	
7	Bavadhavini. M	1	1	1	1	
8	Beekmanz. S	a	1	a	1	
9	Bharathi. T	a	a	a	1	
10	Dhanalakshmi. M	1	1	1	1	
11	Dhivyadarehini. J	1	1	1	1	
12	Dirya. K	1	a	1	1	
13	Durga. S (08-03-1998)	1	1	1	1	
14	Durga. S (10-06-1998)	1	1	1	1	
15	Elakiya. P	1	1	1	1	
16	Ezhilavasi. R	a	a	1	1	a
17	Gayathri. J. S	1	1	1	1	1
18	Gayathri. K	1	1	1	1	1
19	Haziprakash. R. A	1	1	1	1	1
20	Hazitha. S	1	1	1	1	a
21	Jaishree. K	1	a	1	1	1
22	Janakiraman. M	1	1	1	1	1
23	Janani. G	1	1	1	1	a
24	Kanishka Hazini. P. S.	1	1	1	1	1
25	Karibala. S	1	1	1	1	1

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	Ajay. M		
2	Anbuselvi. P		
3	Anitha. G		
4	Aravindh Kumar. S		
5	Arthika. B		
6	Ashiga. S		
7	Bavadhavini. M		
8	Berkman. S		
9	Bharathi. T		
10	Dhanalakshmi. M		
11	Dhivyadarehini. J		
12	Dirya. K		
13	Durga. S (08-03-1998)		
14	Durga. S (10-06-1998)		
15	Elakiya. P		
16	Ezhilarasi. R		
17	Gayathri. J. S		
18	Gayathri. K		
19	Hariprakash. R. A		
20	Haritha. S		
21	Jaiashree. K		
22	Janakiraman. M		
23	Janani. G		
24	Kanishka Harini. P. S.		
25	Karibala. S		

Roll No.	Aptita			
	29	12	19	26
	1	2	2	2
	2	2	4	2
1	/	/	/	/
2	/	/	/	/
3	/	/	/	/
4	/	a	/	/
5	/	/	/	/
6	/	/	oo	/
7	/	/	/	/
8	/	a	/	/
9	/	a	/	/
10	/	/	a	/
11	/	/	/	/
12	/	/	/	/
13	/	/	/	/
14	/	/	/	/
15	/	/	/	/
16	/	/	/	/
17	/	/	/	/
18	/	/	/	/
19	/	a	/	/
20	/	/	/	/
21	/	/	oo	/
22	/	/	/	/
23	/	/	/	a
24	/	/	/	a
25	/	/	/	/

Attendance Particulars

Roll No.	Name	Date	21	18	15	1	22	01
		Month	12	1	2	2	2	03
		Period	2	2	2	2	4	02
26	Karibharathi. K		1	1	1	1	1	a
27	Krithica. M		1	1	1	1	1	1
28	Lanjee Nisha. S		1	1	1	1	1	1
29	Laranya. J		1	1	1	1	1	1
30	Mahalakshmi. K		1	a	1	1	1	1
31	Mahalakshmi bai. P		a	1	1	1	1	1
32	Maheswari. G		1	1	1	1	1	1
33	Malathi. P		1	1	1	1	1	1
34	Manisha. S		1	1	1	1	a	1
35	Monica. A		1	1	1	1	1	1
36	Monisha Reeta. B		1	1	1	1	1	1
37	Mousli. L		1	a	1	1	1	1
38	Nandhini. V		1	1	1	1	1	1
39	Narendran. C		1	a	1	1	1	1
40	Nathiya. K		1	1	1	1	1	1
41	Pyyappan. P		1	a	1	1	1	1
42	Nandhini. G		a	1	1	1	1	1
43	Priyatharini. R		1	1	1	1	a	1
44								
45								
46								
47								
48	Present		40	33	40	40	36	01
49	Absent		03	10	03	1	7	02
50			12	12	12	12	12	12

Attendance and Assessment Record

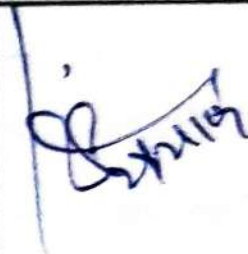
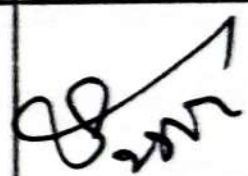
Name of the Staff : K. Sudhakar, P. Suganya Dept T & P

Name of the Subject : Soft Skills, Aptitude Code

Branch ECE 'B'

Semester VIII Year IV

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month	4	4	40%	
Aptitude	4	3	30%	
Soft Skills End of the Second Month	8	5	80%	
Aptitude	8	6	80%	

Attendance Particulars			Soft skills									
Roll No.	Name	Date	21	24	25	01	15	20	25	01	15	01
		Month	12	12	01	02	02	02	02	02	02	03
		Period	2	5	2	2	2	2	5	2	1	2
1	Niranjani. C.S		/	/	/	/	/	/	/	/	/	/
2	Nithiya. M		/	/	/	/	/	/	/	a	a	/
3	Nivethitha. D		a	a	/	/	/	/	/	/	/	/
4	Nriya. B		/	/	/	/	/	/	/	/	/	/
5	Padmasharini. M		/	/	/	/	/	/	/	/	/	/
6	Parithra. B		/	/	/	/	/	a	a	/	/	/
7	Parithra. c		/	/	/	/	/	/	/	/	/	/
8	Parithra. B		/	/	/	/	/	/	/	/	/	/
9	Parithra. S		/	/	/	/	/	/	/	/	/	/
10	Pragadeeswari. J		/	/	/	/	a	/	/	/	/	/
11	Preeethi. G		/	/	/	/	/	/	/	/	/	a
12	Preeethi. S		/	/	/	/	/	/	/	/	/	/
13	Preeethi. S		/	/	/	/	/	/	/	a	a	/
14	Priya. P		/	/	/	/	/	/	/	/	/	/
15	Priyanka. k		/	/	/	/	a	/	/	/	/	/
16	Priyanka. k		/	/	/	a	/	/	/	/	/	/
17	Punitha. R		/	/	/	/	/	a	a	/	/	/
18	Rangeela Subraja. S		/	/	a	/	a	/	/	/	/	/
19	Rasika. k		/	/	/	/	/	/	/	/	/	/
20	Ratheeswaran. M		a	/	/	/	a	/	/	/	/	/
21	Rodlin Mary. S		/	/	/	/	/	/	/	/	/	/
22	Santhiya. S		/	/	/	/	/	/	/	/	/	/
23	Saramaniyam. U		a	/	/	/	/	a	a	/	/	/
24	Sarankumar. S		/	/	/	/	/	/	/	/	/	/
25	Shanmugapriya. S		/	/	/	/	a	/	/	/	/	/

Attendance Particulars

Soft Skills

Roll No.	Name	Date												
		Month												
		Period	21	24	25	01	15	22	24	15	15	01	01	01
26	Shannugapriya. R		12	12	01	02	02	02	02	02	02	02	02	02
27	Shenbagaveni. S		2	5	2	2	2	2	5	2	2	2	2	2
28	Shel. Sureshi. G		1	1	1	1	1	1	1	1	1	1	1	1
29	Sirabharathi. T		1	1	1	1	1	1	1	1	1	1	1	1
30	Sivithya. G		1	1	1	1	1	1	1	1	1	1	1	1
31	Subash. K		1	1	1	1	1	1	1	1	1	1	1	1
32	Subashini. C		1	1	1	1	1	1	1	1	1	1	1	1
33	Suganya. C		1	1	1	1	1	1	1	1	1	1	1	1
34	Sureshi. S		1	1	1	1	1	1	1	1	1	1	1	1
35	Suretha. T		1	1	1	1	1	1	1	1	1	1	1	1
36	Tamil Selvan. J		1	1	1	1	1	1	1	1	1	1	1	1
37	Uthrasri. V		1	1	1	1	1	1	1	1	1	1	1	1
38	Vainiya. S		1	1	1	1	1	1	1	1	1	1	1	1
39	Vasanthi. R		1	1	1	1	1	1	1	1	1	1	1	1
40	Vigneshwar. N		1	1	1	1	1	1	1	1	1	1	1	1
41	Vimala. S		1	1	1	1	1	1	1	1	1	1	1	1
42	Vinita. P		1	1	1	1	1	1	1	1	1	1	1	1
43	Vinita. R		1	1	1	1	1	1	1	1	1	1	1	1
44	Arunthavaselvan. S		1	1	1	1	1	1	1	1	1	1	1	1
45	Elumalai. J		1	1	1	1	1	1	1	1	1	1	1	1
46	Karthikeyan. K		1	1	1	1	1	1	1	1	1	1	1	1
47	Vignesh. M		1	1	1	1	1	1	1	1	1	1	1	1
48	Vinothini. T		1	1	1	1	1	1	1	1	1	1	1	1

Attendance and Assessment Record

Name of the Staff

Mr. B. Suresh. P. Suganya Dept T2 P

Name of the Subject

: Soft Skills. Aptitude Code _____

Branch

EEE

Semester

VII Year IV

Date of Commencement :

19.12.18

Last Working Day

01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month Aptitude	4	2	20%.	
	5	6	60%.	
Soft Skills End of the Second Month Aptitude	8	5	80%	
	10	10	100%.	

Attendance Particulars					Soft.
Roll No.	Name	Date	1924	07	
		Month	1	1	02
		Period	3	3	3
1	Akalya. T		1	1	1
2	Akash. R		a	1	1
3	Akilandeswari. S		1	1	1
4	Baranika. R		1	1	1
5	Barindha. M		1	1	1
6	Deepakraj. S		a	1	1
7	Dheerthi. S		1	1	1
8	Dhinesh. J		1	a	1
9	Divya. K		1	1	1
10	Elakkiya. E		1	1	1
11	Ganesh Kumar. P		1	1	1
12	Harini. K		1	1	1
13	Harish Babu. K		1	1	a
14	Kalaiyazasi. D		1	1	1
15	Kayalvizhi. R		1	1	1
16	Muthumeena. K		1	1	a
17	Nalini. N		1	1	1
18	Parthasarathi. R		1	1	1
19	Prakash. M		a	1	1
20	Prakash. S		1	1	1
21	Pratheesh. T		1	a	1
22	Prem Kumar. V. P		a	a	a
23	Raguraman. R		a	a	a
24	Ram Kumar. P		1	1	1
25	Ramu. P		1	1	1

Attendance Particulars						
Roll No.	Name	Date	19	20	02	Sign
		Month	1	1	2	
		Period	3	3	3	
26	Sakthivel. M		1	a	1	
27	Sandsu. K		1	1	1	
28	Santhash Kumar. R		1	1	1	
29	Santhash Sami. R		a	1	1	
30	Sathish. M		a	a	a	
31	Shanthi. R		1	1	1	
32	Sivakumar. S		1	1	1	
33	Sowmiya. S		1	1	1	
34	Sundar. R		1	1	1	
35	Suriyaprakash. M		a	1	a	
36	Tamilselvan. T		a	a	a	
37	Victoriya. P		1	1	1	
38	Dinesh Kumar. D		1	1	1	
39	Karthikeyan. R		1	1	1	
40	Mohanraj. S		a	a	a	
41	Pradeepkumar. D		a	1	1	
42	Rajadurai. R		1	1	1	
43	Ramkumar. P		1	1	1	
44	Shelaa. S		1	1	1	
45	Veesamani. M		1	1	1	
46	Vibinraj. N		1	1	1	
47	Eniyavan. R		1	1	1	
48	Rohith. B		1	a	a	
49	Present		37	37	37	
50	Absent		11	11	11	
Sign			14			

Attendance and Assessment Record

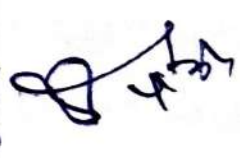
Name of the Staff : B. BARN KUMAR Dept T & P

Name of the Subject : ATTITUDE & SORT Code SKILL

Branch MECHANICAL ENG

Semester VII Year IV

Date of Commencement : 19/12/18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	02	02	20%	
End of the Second Month	03	03	30% [50%]	
End of the Third Month	02	02	30% [80%]	
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date	21	28	11	18	25	15	22	1
		Month	12	12	1	1	1	2	2	3
		Period	2	2	2	2	2	2	4	2
1	ASITH . A		1	1	1	1	1	1	1	1
2	ALEX ROJA . C		1	00	1	1	1	1	1	1
3	ANANDH . C		1	1	1	A	1	1	1	A
4	ARAVINTH . S		A	1	1	1	1	1	1	1
5	ARUNSELVAN . R		1	1	A	1	1	1	1	1
6	ARUN KUMAR . B		1	1	1	1	1	1	1	1
7	ARUN KUMAR . K		A	1	1	1	1	1	1	A
8	ASITHARAN . N		A	A	1	A	1	1	1	1
9	BALASUBRAMANIAN . R		A	1	A	1	1	1	1	1
10	BHARONIDHARAN . V		A	A	1	A	1	A	1	1
11	DEEPA . S		1	1	1	A	1	1	1	1
12	DHARMARAJ . T		A	1	1	A	1	1	A	A
13	DHINESH . T		1	1	1	1	1	1	1	1
14	FAHAD HUSSEN . M		A	1	A	1	1	1	A	A
15	GOWTHAMAN . S		A	1	1	1	1	1	1	1
16	GOWTHAM KARICHAN .		1	A	1	1	1	1	A	1
17	GUNASEKAR . R		A	1	1	1	1	1	1	1
18	GURUDEVA . A		1	1	1	A	1	1	1	1
19	HARI MURUGESAN . M		A	1	1	1	1	1	1	1
20	HARI SHANIKAR . D		A	1	1	A	1	1	A	A
21	JALANATHAN . S		1	1	A	1	1	1	1	1
22	KANIRAJAN . M		A	1	A	A	1	1	A	1
23	KARTHIKA . K		1	1	1	1	1	A	1	1
24	KARTHIKEYAN . S		A	A	1	1	1	1	1	1
25	KANIMANI . B		1	1	1	A	1	1	1	1

Attendance Particulars

Roll No.	Name	Date										
		Month										
		Period	21	22	23	24	25	26	27	28	29	30
26	KAVI VENTHAN. M		2	2	2	2	3	2	2	3		
27	KISHORE KOMAR. P		A	A	A	A	1	A	A	A		
28	LAKSHMANAN. N		1	1	1	1	1	1	1	1		
29	LEANDER INFANT PAS. G		1	1	A	1	1	1	1	1		
30	LOKESH. A		A	1	1	1	A	1	1	A	1	
31	MADHAN. R		1	A	1	1	1	1	1	1	A	
32	MAHAMED ARIF. L		1	1	1	1	1	1	1	1	1	
33	MOHAMMED BALI. M		A	A	1	1	1	1	1	1	1	
34	MOHAMMED THARICK. K		A	1	1	1	1	1	1	1	1	
35	MULLASELVAN. M		A	1	A	1	1	1	1	A	1	
36	MUTHUVANANMANI. K		A	1	1	1	A	1	1	A	1	
37	NARESH KUMAR. N		A	1	1	1	A	1	1	1	1	
38	NAVANEETHA KRISHNAN. I		1	1	1	1	1	A	1	1	1	
39	PAZHANIMEGAM. L		1	1	1	1	1	1	1	1	1	
40	PRADMEERAN. B		1	1	1	1	1	1	1	1	1	
41	PRABHU KUMAR. M		1	A	1	A	1	1	1	1	1	
42	PRANIN. R. R		1	1	1	1	1	1	A	1	1	
43	PRAVIN IMMANUEL. S		A	1	1	1	A	1	A	1	1	
44	PRETHIVIRAN. D		A	1	1	A	1	1	1	A	1	
45	RACHUL. T. S		1	1	1	1	1	1	1	1	1	
46	RASA DURAI. C		1	1	1	1	1	A	A	A	1	
47	RASA RASA. R		1	A	1	A	1	A	1	1	1	
48	RAVIND. T		A	1	1	1	1	1	1	1	1	
49	RABHAN. M		A	A	A	A	1	A	1	1	1	
50	RAJESH. M		A	A	1	A	1	1	1	1	1	

Attendance Particulars

Roll No.	Name	Date	21	28	11	18	25	15	22	1
		Month	12	12	1	1	1	2	2	3
		Period	2	2	2	2	3	2	4	2
51	MANILANDAN.S	A	1	1	A	1	1	A	1	
52	MUTNU LUMAR.S	A	1	1	A	1	1	1		
53	PRADYUMN SHARMA.S	A	A	1	1	1	1	1	1	
54	MOHAMMED IBRAHIM.S	1	1	1	1	1	1	1	1	
55	ABUN LUMAR.S	A	1	1	1	1	1	1	1	
56	ZEON JUDINAYRAT.S	A	1	A	1	1	1	1	1	
57										
58										
59										
60										
61										
62										
63										
64										
65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
No. of Students		Present	26	44	46	39	52	18	44	46
		Absent	30	12	10	17	4	8	12	10
		Staff Signature								

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh, M&P Sugary Dept T&P

Name of the Subject : Softskills, Aptitude Code

Branch Mech

Semester VIII Year IV. B

Date of Commencement : 19.12.18 Last Working Day 01.03.19

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	4	4	40%	
Aptitude	4	4	40%	
Softskills End of the Second Month	8	5	80%	
Aptitude	8	5	80%	

Attendance Particulars			Soft Skills				
Roll No.	Name	Date	29	31	7	21	11
		Month	12	12	1	1	2
		Period	09	04	04	04	04
1	Manohari. M		/	/	/	/	/
2	Rajavarmma. A		/	/	/	/	/
3	Rajeev. S		/	/	/	/	/
4	Rajesh. A		/	a	/	a	a
5	Ramprasad. R		/	/	/	/	/
6	Ranjithkumar. S		/	a	/	/	a
7	Reuban messiah. M		/	/	/	/	a
8	Ruban. G		/	/	a	/	a
9	Sakthigurusubaran. K		a	/	a	/	/
10	Sam Dhanraj Denny. X		/	/	/	/	/
11	Santhosh. D		/	a	/	/	/
12	Santhosh. M.B		/	a	/	/	/
13	Santhosh Kumar. M		/	/	/	/	/
14	Santhosh Kumar. A		/	/	/	/	a
15	Santhoshraj. R		/	/	/	/	a
16	Santhosh sivan. S		a	/	a	/	a
17	Sarankumar. V		/	a	/	/	a
18	Saravanan. M		/	/	/	/	a
19	Saravanan. M		a	a	a	a	a
20	Sathiyakaran. I.A		/	/	/	/	a
21	Selvam. S		a	/	a	a	/
22	Senthil Kumaran. E		/	a	/	/	a
23	Sethupathi. M		/	/	/	a	a
24	Siddharthan. G		/	a	/	/	/
25	Siva. M		/	/	/	/	a

Attendance Particulars			Softskills									
Roll No.	Name	Date	24	31	7	21	11					
		Month	12	12	1	1	2					
		Period	4	4	4	04	4					
26	Sivanesht. V		1	a	1	1	a					
27	Sivaprasath. R		a	a	1	1	1					
28	Srinath. S		1	1	1	1	1					
29	Srinivasan. M		a	a	1	1	1					
30	Sriram. M		1	1	1	1	1					
31	Sriram. S		1	1	1	1	a					
32	Stephen Stanley. M		1	1	1	1	1					
33	Sundar. B		1	1	1	1	1					
34	Sundaramoorthi. J		1	1	1	1	1					
35	Surceesh Kumar. B		a	1	a	1	a					
36	Suriya. B		1	a	1	1	a					
37	Suriya. V		1	1	1	1	a					
38	Suriya Kumar. J		1	1	1	1	1					
39	Suryaa Raji. R		a	1	1	1	1					
40	Tamil Selvan. S		1	1	1	1	1					
41	Thamizharuvi. R		a	1	1	1	1					
42	Thangadurai. A		a	a	1	1	a					
43	Vandhiya Thevan		1	1	1	1	1					
44	Veeramani. S		1	1	1	1	1					
45	Veereshwaran. B		a	1	1	1	a					
46	Venkatesh. A		1	a	1	1	a					
47	Venkatesan. M		a	1	1	1	a					
48	Venkatesh Kumar. P		a	1	1	1	1					
49	Vettrivel. S		a	a	1	a	a					
50	Vidhya. G		1	1	1	1	1					

Soft Skills

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Department of Training & Placement

1.2.2 Add-On Course 2019-2020

S.No	Year	Page No.
1.	II YEAR ALL BRANCHES	1-11
2.	III YEAR ALL BRANCHES	12-24
3.	IV YEAR ALL BRANCHES	25-37



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2019-2020

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL SECOND YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 187

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

For all the students of II, III, and IV years, the department of training and placement conducts Soft skills and Aptitude training sessions as a separate Certificate Program as part of the weekly academic schedules. This program is designed to help students develop interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, and analytical abilities that are in demand by industries. Separate course plans and syllabuses are prepared and distributed branch-by-branch for the odd and even semesters.

Soft skills and quantitative aptitude sessions were conducted as per the syllabus outlined by the T&P department for the academic year 2019-2020. In addition to thirty hours of training material, students in the second are introduced to a variety of topics designed to enhance communication skills, interpersonal ability, problem solving technique, and analytical ability. An intensive class room and homework program is provided to improve the students' employability skills. These include well-prepared assignments on topics such as data interpretation, percentages, and number sense, and arithmetic aptitude, profit and loss, simple and compound interest and age problems.

ASSESSMENT PROCEDURE

- Communication, body language, and interview skills are tested frequently.
- Mock interviews and small group discussions are conducted for final-year students.
- Various quantitative aptitude tests are administered, including data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Know better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Aware about the role of stress management for the self development.
- Adequate confidence and knowledge on better work culture.

VP/HEAD-T&P

29/9/2020
PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE - II YEAR (Third Semester)

Operations on Numbers - Definition - Types of numbers - Test of divisibility - Place and Face value problems. 2

Problems on Ages - Definition - Conditions of above and after - Sample Problems 2

Decimal Fractions - Definition - Conversion of decimal fractions - Operations on decimal Fractions 2

Average - Definition - Formula - Average speed problems 2

Simplification - 'BODMAS' rule - Sample problems 2

Total Periods: 10

P. Srinivas
STAFF INCHARGE

J. Praveen
23/4/2019

12/4/19
VP/HEAD

23/4/19

Verified
23/4/19



SYLLABUS
SOFT SKILLS – II YEAR (Third Semester)

Introduction to soft skills & hard skills

Need for Soft Skills – Employability Skills – Need for Observation – *Positive Attitude.* 2

Break the ice berg – FEAR

Overcoming Fear 5 Life changing keys to overcome FEAR – *Anglophobias.* 2

Self Development – Etiquette & Manners

Become a Learner Cycle – Process of managing self

Etiquette – Classification of Etiquette – Personal, Business, Social, Dinner, Interview, Telephone interview, professional, work. 3

Manners – Exercise good manners, manners at wheel, in flight, professional manners & Social Manners.

Resume Building

Difference between Bio – data, CV, Resume – CV writing tips – Dos & Don'ts in CV writing – Designs of CV – Content, Sequence – Electronic CV tips – Cover letter – CV samples. 3

Book for Reference:

Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

I Just Love my Job – Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto Library

B. P. M. 23/4/19
STAFF INCHARGE

J. Praveen
23/4/2019

[Signature] 23/4/19
VP/HOD

Attendance and Assessment Record

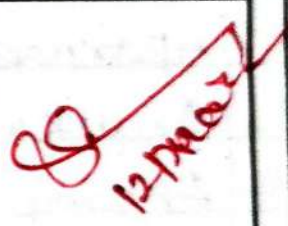
Name of the Staff : B. Suresh, P. Suganya Dept T2P

Name of the Subject : SS, Aptitude Code _____

Branch ECE

Semester IV Year II

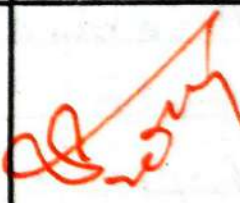
Date of Commencement : 16.12.19 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
<u>Aptitude</u> End of the First Month <u>SS</u>	3 2	2 —	40% —	 12/02/20
<u>Aptitude</u> End of the Second Month <u>SS</u>	5 5	3 2	60% 40%	 6/02/20
End of the Third Month				
End of the Fourth Month				

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	Abimanyu		N
2	Abimanyu		S
3	Abinash		E
4	Akash		B
5	Akash		B
6	Akash		K
7	Akashraj a		E
8	Akilarasan		C
9	Aravindhani		G
10	Anul selvam		E
11	Arun pandiyan		S
12	Aswin		D
13	Ayyappan		D
14	Bisithi varraj		D
15	Chandru		K
16	Bazid ahamed		S
17	Gokul Krishnan		N
18	Gowthaman		R
19	Ruhan		C
20	Jayraj		B
21	Jegathish		S
22	Jesome		X
23	Kailash Kumar		M
24	Karthikeyan		R
25	Karthik Karan		S

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept IT
R. Sudhakar
 Name of the Subject : Soft Skills Code _____
Aptitude
 Branch Mechanical
 Semester IV Year II
 Date of Commencement : 16/12/2019 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	SS - 3 Apti - 3	SS - 2 Apti - 2	SS - 40% Apti - 40%	
End of the Second Month	SS - 5 Apti - 5	2 3	40% 60%	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	Abimanyu		N
2	Abimanyu		S
3	Abinash		E
4	Akash		B
5	Akash		B
6	Akash		K
7	Akashraj a		E
8	Akilarasan		C
9	Aravindhani		G
10	Anul selvam		E
11	Arun pandiyan		S
12	Aswin		D
13	Ayyappan		D
14	Bisithi varraj		D
15	Chandru		K
16	Bazid ahamed		S
17	Gokul Krishnan		N
18	Gowthaman		R
19	Ruhan		C
20	Jayraj		B
21	Jegathish		S
22	Jesome		X
23	Kailash Kumar		M
24	Karthikeyan		R
25	Karthik Karan		S

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
26	Keeshi gopal	MM
27	Krithick Joshan	S
28	Maheshwar	M
29	Manikandan	P
30	Midhun Kumar	E
31	Muralidharan	B
32	Muthukumaran	U
33	Naveen	S
34	Parithraj	D
35	Pradeesh	P
36	Rajadurai	R
37	Rajagopal raja	R M
38	Ram Kumar	M
39	Ranjith	B
40	Renga samy	G
41	Samuel	S
42	Sanjay Kumar	S
43	Selva ganapathy	K
44	Senthil Kumar	C
45	Sivasankar	S
46	Surya	S
47	Tamilarasan	S
48	Vajina than	A
49	Veeraragavan	V
50		

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
51	Venkatesh	A
52	Venkatesh	E
53	Vignesh	M
54	Vigneshwaran	J
55	Vigneshwaran	K
56	Vijaya Prathiban	M
57	Vivek Sarathi	G
58	Yageshwaran	J
59	Ramanan	V
60	Ranjith Kumar	MT
61	Dhanasekar	E
62		
63		
64		

Attendance and Assessment Record

Name of the Staff K. Sudhakar Dept T & P
 Name of the Subject SS/Apti Code _____
 Branch EEE
 Semester IV Year II (15-20)
 Date of Commencement 16-12-19 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	4	3	60%.	
Aptitude	3	2	40%.	
Softskills End of the Second Month	5	5	100%.	
Aptitude	5	3	60%.	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date
		Month
		Period
1	ABIRAMI	. U
2	AKESH SATHIYA	. A
3	BAVANA	. K
4	CHANDRAKUMAR	. S
5	CHANDRA PRIYA	. S
6	JAGADESHWARAN	. S
7	JAYAPRAKASH	. R
8	KARTHIKEYAN	. K
9	KAVIYA	. M
10	MOHAMED HALITH	. S
11	PRIYA DHARSHINI	. S
12	SANTHOSH	. G
13	SANTHOSH	. G
14	VASANTH	. K
15	VETRIVEL	. K
16	PREMALATHA	. N
17		



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2019-2020

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL THIRD YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 209

NAME OF THE RESOURCE PERSON: APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

For all the students of II, III, and IV years, the department of training and placement conducts Soft skills and Aptitude training sessions as a separate Certificate Program as part of the weekly academic schedules. This program is designed to help students develop interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, and analytical abilities that are in demand by industries. Separate course plans and syllabuses are prepared and distributed branch-by-branch for the odd and even semesters.

Soft skills and quantitative aptitude sessions were conducted as per the syllabus outlined by the T&P department for the academic year 2019-2020. In addition to thirty hours of training material, students in the III year are introduced to a variety of topics designed to enhance communication skills, interpersonal ability, problem solving technique, and analytical ability. An intensive class room and homework program is provided to improve the students' employability skills. These include well-prepared assignments on topics such as data interpretation, percentages, and number sense, and arithmetic aptitude, profit and loss, simple and compound interest and age problems.

ASSESSMENT PROCEDURE

- Communication, body language, and interview skills are tested frequently.
- Mock interviews and small group discussions are conducted for final-year students.
- Various quantitative aptitude tests are administered, including data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Know better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Aware about the role of stress management for the self development.
- Adequate confidence and knowledge on better work culture.


VP/HEAD-T&P


29/9/2020
PRINCIPAL



SYLLABUS

QUANTITATIVE APTITUDE - III YEAR (Fifth Semester)

Problems on Train - Introduction, important condition and types of train problems - same direction, opposite direction - concepts and formulas for slower train, faster train. 2

Surds & Indices - Definition & Difference between Surds number & Indices - laws of Indices - laws of Surds. 2

Operations on Numbers - Definition - Types of numbers - Test of divisibility - Place and Face value problems 2

Ratio & Proportion - Definition - important facts & formula - Ratio - Proportion. 2

Partnership - Definition of partnership - ratio of division of gains - working and sleeping partnership. 2

Logarithm - Definition of logarithm - characteristics - properties of logarithms - common logarithms. 2

Allegations (or) Mixture - Definition, mean price - rules of allegation and important conditions. 2

Simple Interest - Definitions - Principal - interest - simple interest - formulae. 2

Compound Interest - Definition - compound interest and formulae - Sample problems 2

H.C.F & L.C.M of Numbers - Definition - Conditions of H.C.F & L.C.M - Factorize and Division method 2

J. R. Ramesh
23/4/2019

Total Periods : 20

P. An
STAFF INCHARGE

[Signature]
VP/HEAD

Attendance and Assessment Record

Name of the Staff : Ms. P. Suganya Dept T&P

Name of the Subject : Aptitude Code _____

Branch ECF

Semester VI Year III

Date of Commencement : 16.12.19 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	10	8	40%	
End of the Second Month	20	12	60%	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33
		Month	12	12	1	1	1	1	1	1	1	1	1	1	1	1	1
		Period	5	6	5	6	5	6	5	6	5	6	5	6	5	6	5
1	Ajith. K		/	a	a	/	/	a	/	/	/	/	/	/	/	/	/
2	Akash. S		/	/	/	/	/	a	/	/	/	/	/	/	/	/	/
3	Amirtha. V.G		/	/	a	a	/	/	/	/	/	/	/	/	/	/	/
4	Chitra. Sri. S		/	/	a	a	/	/	/	/	/	/	/	/	/	/	/
5	Dharsini. B		/	/	a	/	/	/	/	/	/	/	/	/	/	/	a
6	ESwari. A		/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
7	Ezhilavasi. M		/	/	/	/	/	OD	/	/	/	/	/	/	/	/	/
8	Harish. B		a	a	/	a	/	a	/	/	/	/	/	/	/	/	/
9	Hemamalini. S		/	/	/	/	/	OD	/	/	/	/	/	/	/	/	/
10	Idhuvazhi. M		/	/	a	/	/	/	/	/	/	/	/	/	/	/	/
11	Jayabharathi. P		/	a	/	a	/	a	/	/	/	/	/	/	/	/	/
12	Juliyat. J		/	/	a	/	/	OD	/	/	/	/	/	/	/	/	/
13	Karunan. P		/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
14	Lincy Freeda. P		/	/	a	/	/	a	/	/	/	/	/	/	/	/	/
15	Manushya. M		/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
16	Melvin Charles. B		a	/	/	/	/	/	/	/	/	/	/	/	/	/	/
17	Mohamed Jhasim. J		/	a	a	a	a	/	/	/	/	/	/	/	/	/	/
18	Nandhini. S		/	/	a	a	/	/	/	/	/	/	/	/	/	/	/
19	Nisha. T		a	a	a	/	/	a	/	/	/	/	/	/	/	/	e
20	Nithish Kumar. K		OD	/	/	a	/	/	/	/	/	/	/	/	/	/	/
21	Pilavendhan Nirmal. B		/	a	/	a	/	/	/	/	/	/	/	/	/	/	a
22	Preethika. M		/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
23	Priyadharshini. R		/	/	a	/	/	/	/	/	/	/	/	/	/	/	/
24	Rajalakshmi. K		/	/	a	a	/	/	/	/	/	/	/	/	/	/	/
25	Rochella. M		/	/	/	/	/	/	/	/	/	/	/	/	/	/	/

Roll No.	13		28					
	2		2					
	5		6					
1	/	/						
2	/	/						
3	/	/						
4	a	/						
5	/	/						
6	/	/						
7	/	/						
8	a	/						
9	/	/						
10	/	/						
11	/	/						
12	/	/						
13	/	/						
14	/	/						
15	/	/						
16	/	/						
17	/	/						
18	a	/						
19	/	/						
20	/	/						
21	a	/						
22	/	/						
23	/	/						
24	/	/						
25	/	/						

Attendance Particulars

Roll No.	Name	Date	19	20	2	3	9	10	30	31	6	7
		Month	12	12	1	1	1	1	1	1	2	2
		Period	5	6	5	6	5	6	5	6	5	6
26	Roshini. R		/	/	/	/	/	a	/	/	/	/
27	Santhashini. R		/	/	a	/	/	/	/	/	/	/
28	Sathya. V		/	/	/	/	/	/	/	/	/	/
29	Senthamarai. M		/	/	a	a	/	/	/	/	/	/
30	Sivakumar. R		/	/	a	/	/	/	/	/	/	/
31	Sivarantham. Y		OD	/	/	/	a	a	/	/	/	/
32	Sivasaranya. A		a	/	/	/	/	/	/	/	/	/
33	Soundarya. R		OD	/	/	/	/	/	/	/	/	/
34	Soundharya. K		/	/	/	/	/	/	/	/	/	/
35	Sri thala. M		/	/	/	/	/	/	/	/	/	/
36	Surya. G		OD	OD	/	/	/	a	/	/	/	/
37	Veeralakshmi. M		/	/	/	/	/	OD	/	/	/	/
38	Vigneshwaran. M		/	/	a	a	/	/	/	/	a	a
39	Vinitha. T		/	/	a	a	/	/	/	/	/	/
40	Vishwanth. R		OD	/	/	/	a	a	/	/	/	/
41	Yuvankishore. M. A		OD	OD	/	/	/	/	/	/	/	/
42	Keesthana. Shri. G		/	/	/	a	/	/	/	/	/	/
43	Sarankumar. R		/	a	a	/	a	a	/	/	/	/
44												
45												
46												
47												
48												
49												
50												

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Roll No.	13	28
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27	/	/
28	/	/
29	a	/
30	a	/
31	a	/
32	a	/
33	/	/
34	/	/
35	/	/
36	/	/
37	/	/
38	/	/
39	/	/
40	/	/
41	/	/
42	/	/
43	a	a
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Attendance and Assessment Record

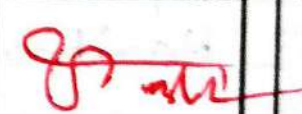
Name of the Staff : P. Suganya Dept T2P

Name of the Subject : Aptitude Code _____

Branch EEE

Semester VI Year III

Date of Commencement : 16.12.19 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	8	40%	
End of the Second Month	20	12	60%	
End of the Third Month	20	20	100%	
End of the Fourth Month				

J. Narayana
19/4/2024

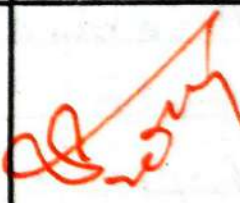
PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	16	18	6	8	13	20	22	27	10	12
		Month	12	12	1	1	1	1	1	1	2	2
		Period	5	3	5	3	5	5	3	5	5	3
1	Adhavan. S		a	a	/	/	/	/	/	/	a	/
2	Divya Bharath. R		a	a	/	/	/	a	/	/	/	a
3	Ganesan. E		/	/	a	/	/	a	/	/	/	/
4	Haribaran. R		/	/	/	/	/	/	/	/	/	/
5	Tshwarya. N		/	/	/	/	/	/	/	/	/	/
6	Mano. M		/	/	/	/	/	/	/	a	/	/
7	Nandhini. M		a	/	/	/	/	/	/	/	a	/
8	Prabhakaran. K		/	/	/	/	/	/	/	/	/	/
9	Priyadharshini. R		/	/	/	/	/	/	/	/	/	/
10	Raghu. P		a	/	/	/	a	/	/	/	/	/
11	Sindhu. S		a	a	/	/	/	/	/	/	/	/
12	Sudharshan. S		/	/	/	/	/	/	/	/	/	/
13	Vijay. C		a	a	/	/	a	a	/	a	/	/
14	Gopinath. P		/	/	/	/	/	/	/	/	/	/
15	Haribaran. S		/	/	/	/	a	/	/	/	a	/
16												
17												
18												
19												
20												
21												
22	Present		9	11	14	15	12	12	15	13	12	14
23	Absent		6	4	1	-	3	3	-	2	3	1
24	Signature		15	15	15	15	15	15	15	15	15	15
25												

Roll No.	17	19	23	23	23	23	29	29	29	29
	2	2	2	2	2	2	2	2	2	2
	5	3	1	2	3	4	1	2	3	4
1	/	/	/	/	/	/	/	/	/	/
2	/	/	/	/	/	/	a	a	a	a
3	/	a	/	/	/	/	/	/	/	/
4	/	/	a	a	a	a	/	/	/	/
5	/	/	/	/	/	/	/	/	/	/
6	/	/	/	/	/	/	/	/	/	/
7	/	00	/	/	/	/	/	/	/	/
8	/	/	/	/	/	/	a	a	a	a
9	/	/	/	/	/	/	/	/	/	/
10	/	/	/	/	/	/	/	/	/	/
11	/	0	/	/	/	/	/	/	/	/
12	/	/	a	a	a	a	/	/	/	/
13	a	/	/	/	/	/	a	a	a	a
14	a	/	/	/	/	/	a	a	a	a
15	/	/	a	a	a	a	/	/	/	/
16										
17										
18										
19										
20										
21										
22										
23	13	14	12	12	12	12	11	11	11	11
24	2	1	3	3	3	3	4	4	4	4
25	15	15	15	15	15	15	15	15	15	15

Attendance and Assessment Record

Name of the Staff : B. Suresh Babu Dept IT
 Name of the Subject : Soft Skills Aptitude Code _____
 Branch Mechanical
 Semester IV Year II
 Date of Commencement : 16/12/2019 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	SS - 3 Apti - 3	SS - 2 Apti - 2	SS - 40% Apti - 40%	
End of the Second Month	SS - 5 Apti - 5	2 3	40% 60%	
End of the Third Month				
End of the Fourth Month				

Attendance and Assessment Record

Name of the Staff : Dr. B. BORDHAN/ANNA Dept MOUNT STUBBS

Name of the Subject : aptitude Code T&P

Branch 1st MATHS

Semester VI Year 11th

Date of Commencement : 16/12/2019 Last Working Day 28.2.2020

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	09	07	75%	
End of the Second Month	07	05 [12]	60	
End of the Third Month				
End of the Fourth Month				

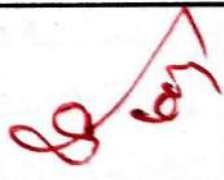
Attendance Particulars

Roll No.	Name	Date	20	3	7	10	14	21	31	7	11	14
		Month	12	1	1	1	1	1	1	2	2	2
		Period	5	5	2	5	2	2	5	5	1	5
1	ABBAS MOHAMMED S		1	1	1	1	1	1	1	1	1	1
2	ABDUL SHAMIR K S		1	1	1	1	1	1	1	1	1	1
3	ABISHAI S		1	1	1	1	A	1	1	1	1	1
4	ABRAHAM I L		1	A	1	1	A	1	1	A	1	1
5	ADNAMALAI K		1	1	1	1	1	1	1	1	1	1
6	ADIVINDASAMY R		1	1	1	1	A	1	A	A	1	1
7	ADJUN KUMAR R		1	1	1	A	A	1	1	1	1	1
8	ALBERT J		A	1	1	1	1	1	1	1	1	1
9	ALAN M		1	1	1	1	A	1	1	0	1	1
10	ALAN M		A	1	1	1	A	1	1	1	1	1
11	ALAN I L		1	1	1	1	A	A	1	1	1	1
12	ALAN R		1	1	1	1	A	1	1	1	1	1
13	ALAN R		A	A	1	1	A	1	1	1	1	1
14	ALAN V		1	1	1	1	A	1	1	1	1	1
15	ALAN S		1	A	1	1	A	1	1	1	1	1
16	ALAN X		A	A	A	1	A	A	A	A	A	A
17	ALAN A		1	A	1	1	A	1	1	1	1	1
18	ALAN S		1	1	1	1	A	1	1	1	1	1
19	ALAN I L		A	A	A	A	A	1	1	1	1	1
20	ALAN I L		1	1	1	1	A	A	1	1	1	1
21	ALAN (24/11/97) M		A	A	1	1	A	1	1	1	1	1
22	ALAN (7/6/2000) M		1	1	1	1	A	1	A	A	1	A
23	ALAN I L		A	A	1	1	A	1	1	1	1	1
24	ALAN N		A	1	1	1	1	1	1	1	1	1
25	ALAN I L		1	1	1	1	A	1	A	A	1	1

Roll No.	4 28		
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	2 5		
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3	1	1	
4	A	1	
5	1	1	
6	1	1	
7	A	1	
8	1	1	
9	1	1	
10	1	1	
11	1	1	
12	1	1	
13	1	1	
14	1	1	
15	1	1	
16	A	A	
17	1	1	
18	1	1	
19	A	1	
20	1	1	
21	1	1	
22	A	1	
23	1	1	
24	1	A	
25	5	1	

Attendance and Assessment Record

Name of the Staff : Dr. B. BORDHAN MOHA Dept MGMT. STUDIES
 Name of the Subject : Appl. Maths Code T&P
 Branch 1st MECH 'B'
 Semester VI Year 14
 Date of Commencement : 16/12/2019 Last Working Day 05-2-2020

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	9	6	30%	
End of the Second Month	05	02 [03]	40%	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
		Month	12	12	1	1	1	1	2	2												
		Period	8	8	8	8	8	8	8	8												
1	PRADYASH. M		A	A	1	1	1	1	1	1												
2	PRADYASH. M		A	1	1	1	1	1	1	1												
3	PREM KUMAR. L		A	A	A	A	1	1	1	1												
4	RAGHU DEVAN. P		A	A	A	A	1	1	1	1												
5	RAGHU. T		1	1	1	1	1	A	1	1												
6	REKHADEVI. N		1	1	1	1	1	A	1	1												
7	RUBAN. S		A	A	A	1	A	1	1	1												
8	SANTHOSH KUMAR. N		A	1	1	1	1	1	1	1												
9	SARATH KUMAR. M		1	1	1	1	1	1	1	1												
10	SATYANMURTHI. M		1	1	1	1	1	1	1	A												
11	SENTHAMIL PRAYAN. B		1	1	1	1	1	1	1	1												
12	SENTHANMIR SUNDAR. L		1	1	1	1	1	1	1	1												
13	SENTHIL. R		A	A	A	1	1	1	A	1												
14	SHARAD SUNDAR. L		1	1	A	1	1	1	1	1												
15	SEVA. S		A	1	1	1	1	1	1	1												
16	SRIHARAN. R		A	1	1	1	1	A	A	1												
17	SUBDARSHAN. M		A	1	1	A	1	1	1	1												
18	SURYA. A		A	1	A	1	1	1	1	1												
19	SURYAN. P		A	A	A	A	1	A	A	1												
20	THIRUPUGAZH. D		1	1	A	1	1	1	1	1												
21	VENKATESH. M		1	1	1	1	A	1	1	1												
22	VENKATESWARAN. M		1	A	1	1	1	A	1	1												
23	VISHNU. S		A	A	A	1	1	1	1	1												
24	VILBER JUDSON. R. L		1	1	1	1	1	1	1	1												
25	VISHAL KUMAR. L		A	1	A	1	A	A	1	A												

Roll No.	20	21	22	23	24	25
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Attendance Particulars	
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100	

Attendance Particular						
Roll No.	Name	Date				
		Month				
		Period				
		16	20	3	6	10
		12	12	1	1	1
		8	8	8	8	8
		A	1	1	1	1
26	DINBHA . E					
27	MURUCHAN . A		A	1	1	1
28	RITA RAJESWARAN . D		1	A	A	A
29	SANTOSH SATHYAN		1	1	1	1
30	VIGAY CHANDRU . J		A	1	1	A
31	RAJE KUMAR . L		A	A	A	1
32	VIGNESH KUMAR . J		A	A	A	A
33	REETHA KUMAR . L		A	A	1	A
34	KANTI ARADU . P		A	A	1	1
35	MUSILAN . R		1	1	1	1
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48		15	23	23	29	29
49		20	12	12	6	6
50						



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2019-2020

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL FINAL YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 247

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

For all the students of II, III, and IV years, the department of training and placement conducts Soft skills and Aptitude training sessions as a separate Certificate Program as part of the weekly academic schedules. This program is designed to help students develop interpersonal skills and quantitative aptitude skills such as communication, interview skills, group discussion abilities, problem solving skills, and analytical abilities that are in demand by industries. Separate course plans and syllabuses are prepared and distributed branch-by-branch for the odd and even semesters.

Soft skills and quantitative aptitude sessions were conducted as per the syllabus outlined by the T&P department for the academic year 2019-2020. In addition to thirty hours of training material, students in the II, III, and final year are introduced to a variety of topics designed to enhance communication skills, interpersonal ability, problem solving technique, and analytical ability. An intensive class room and homework program is provided to improve the students' employability skills. These include well-prepared assignments on topics such as data interpretation, percentages, and number sense, and arithmetic aptitude, profit and loss, simple and compound interest and age problems.

Apart from this, students in the final year are offered a one week-long training on aptitude, soft skills, and technical skills, followed by campus interviews. Students are encouraged to join companies in time for the mutual benefit of the company and the students, and efforts are made to facilitate this.

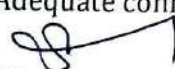
ASSESSMENT PROCEDURE

- Communication, body language, and interview skills are tested frequently.
- Mock interviews and small group discussions are conducted for final-year students.
- Various quantitative aptitude tests are administered, including data interpretation, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age problems.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Know better about the career prospects for their discipline.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Aware about the role of stress management for the self development.
- Adequate confidence and knowledge on better work culture.


VP/HEAD-T&P


29/9/2020
PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFTSKILLS - IV YEAR (Seventh Semesters)

1. Interview Skills

4

A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.

2. Group Discussion

4

Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in A GD.

3. Etiquette and Manners

2

Etiquette – Introduction, Classification. Manner – Introduction practicing good manners, Professional manners – Corporate grooming tips.

Total Periods: 10

B. S. M.
 STAFF INCHARGE
 20/4/2019

J. M. M.
 12/4/2019

[Signature]
 VP/HOD
 22/4/2019



SYLLABUS

QUANTITATIVE APTITUDE - IV YEAR (Seventh Semester)

Coding and Decoding - Introduction, important condition and types of number coding and alphabets coding - Analogy. 2

Reasoning - Definition-Reasoning and types of reasoning problems 2

Ratio and Proportion - Definition - Variations and Problems 2

Time and work - Definition - working with different efficiencies 2

Blood Relations - Definition - generation related problems on blood relation. 2

Total Periods: 10

P. Lin

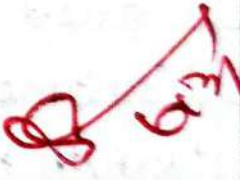
STAFF INCHARGE

J. Praveen Kumar
22/4/2019

VP/HEAD
12/4/19

Attendance and Assessment Record

Name of the Staff : Ms. P. Suganya Dept T & P
 Name of the Subject : SS, Aptitude Code _____
 Branch CSE
 Semester VIII Year IV
 Date of Commencement : 16.12.19 Last Working Day 28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	3	3	30%	
Aptitude	4	4	40%	
Softskills End of the Second Month	12	5	50%	
Aptitude	10	10	100%	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars			Soft Skills					
Roll No.	Name	Date	17	1	11	3	28	
		Month	12	1	2	3	1	
		Period	3	3	2	2	3	
1	Abirami. S		1	1	a	1	1	
2	Aravindh. S		1	1	a	1	1	
3	Bagyasri. T		1	1	1	1	1	
4	Bharani. Dheeran. N		1	1	OP	1	1	
5	Bharathvaj. N		1	1	1	1	1	
6	Edwin Raj. K		1	1	a	1	1	
7	Gayathri. R. R		1	1	1	1	1	
8	Girija. S		a	1	OP	1	1	
9	Haritha. M		1	1	1	1	1	
10	Karthika. K		1	1	1	1	1	
11	Makeesh. K		1	1	1	1	1	
12	Mohamed Abrar. A		1	1	a	1	1	
13	Nandhini. S		1	1	1	1	1	
14	Nathiya. K		1	1	1	a	1	
15	Nithish. Kumar. P		1	1	a	1	1	
16	Nithiya. R		1	1	OP	1	1	
17	Nirash. C		1	1	a	a	a	
18	Pavithra. R		1	1	OP	1	1	
19	Priya. K		1	1	1	1	1	
20	Priyadharshini. S		a	1	1	1	1	
21	Priyanka. M		1	1	a	1	1	
22	Rakshnah Begum. M. C		1	1	1	1	1	
23	Sambath Kumar. M		1	1	1	1	1	
24	Sameena Farjiz. M		a	1	1	a	1	
25	Soranya. V		1	1	1	1	1	

Soft Skills

30

Attendance and Assessment Record

Mr. B. Suresh Babu

Name of the Staff

: Ms. P. Suganya

Dept

T&P

Name of the Subject

: SS, Aptitude

Code

Branch

ECE

Semester

VIII

Year

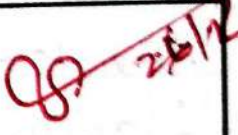
IV

Date of Commencement

: 16.12.19

Last Working Day

28.02.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Softskills End of the First Month	5	3	30%	
Aptitude	4	2	20%	
Softskills End of the Second Month	10	6	60%	
Aptitude	10	3	30%	
Softskills End of the Third Month	12	12	100%	
Aptitude	10	10	100%	
End of the Fourth Month				

J. Narasimhan
19/4/2021

PRINCIPAL

Attendance Particulars				Soft Skills											
Roll No.	Name	Date		16	04	06	2	18	18	22	22	22	22	22	22
		Month		12	01	01	3	2	2	2	2	2	2	2	2
		Period		05	05	05	5	3	4	5	6	7	8		
1	Abarna. P			1	1	OD	1	1	1	1	1	1	1		
2	Abarna. R			1	1	OD	1	1	1	1	1	1	1		
3	Abinaya Karthika. T			1	1	OD	1	1	1	1	1	1	1		
4	Agalya. S			1	1	OD	1	1	1	1	1	1	1		
5	Akalya. K			1	1	OD	1	1	1	1	1	1	1		
6	Antony Bernad. F			1	1	1	1	1	1	1	1	1	1		
7	Archana. T			1	1	OD	1	1	1	1	1	1	1		
8	Ariyavarshini. J			1	1	1	1	1	1	1	1	1	1		
9	Balaji. M			1	1	1	1	1	1	1	1	1	1		
10	Balaraman. A. K			1	1	1	1	1	1	1	1	1	1		
11	Dhanasekaran. S			1	1	1	1	1	1	1	1	1	1		
12	Dhanasekaran. S			05	05	05	1	1	1	1	1	1	1		
13	Dhinyadharshini. R			1	1	1	1	1	1	1	1	1	1		
14	Dhruva. K			1	1	OD	1	1	1	1	1	1	1		
15	Divakar. S			05	05	05	1	1	1	1	1	1	1		
16	Elakiya Koushika. A			1	1	OD	1	1	1	1	1	1	1		
17	Harini. M			1	1	OD	1	1	1	1	1	1	1		
18	Ilankhatir. E			1	1	1	1	1	1	1	1	1	1		
19	Indhuja. J			1	1	OD	1	1	1	1	1	1	1		
20	Jawahar. M			1	1	1	1	1	1	1	1	1	1		
21	Jeena. S			1	1	1	1	1	1	1	1	1	1		
22	Jenifer. X			1	1	OD	1	1	1	1	1	1	1		
23	Kalyadevi. G			1	1	OD	1	1	1	1	1	1	1		
24	Kowsalya. M			1	1	OD	1	1	1	1	1	1	1		
25	Meena. K			1	1	OD	1	1	1	1	1	1	1		

Roll No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
1	1	1																							
2	1	1																							
3	1	1																							
4	1	1																							
5	1	1																							
6	1	1																							
7	1	1																							
8	1	1																							
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10	1	1																							
11	1	1																							
12	1	1																							
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21	1	1																							
22	1	1																							
23	1	1																							
24	1	1																							
25	1	1																							

Attendance Particulars			Soft Skills											
Roll No.	Name	Date	16	4	06	2	18	18	22	22	22	22	22	22
		Month	12	1	01	3	2	2	2	2	2	2	2	2
		Period	5	5	5	5	3	4	5	6	7	8	8	8
26	Megala. M		1	1	OD	1	1	1	1	1	1	1	1	1
27	Mohamed Asif Khan. S		1	1	1	1	1	1	1	1	1	1	1	1
28	Poovizhi. A		1	1	OD	1	1	1	1	1	1	1	1	1
29	Priyadharshini. G		1	1	1	a	1	1	1	1	1	1	1	1
30	Priyadharshini. K		OD	1	1	1	1	1	a	a	OD	OD	OD	OD
31	Priyadharshini. P		1	1	1	1	1	1	1	1	1	1	1	1
32	Ranjitha. C		1	1	1	1	1	1	1	1	1	1	1	1
33	Ranjitha. D		1	1	1	1	a	a	1	1	1	1	1	1
34	Rasika. M		1	1	1	1	1	1	1	1	1	1	1	1
35	Santha Kumari. J		OD	1	1	1	1	1	1	1	1	1	1	1
36	Santhiya. R		1	1	1	1	1	1	1	1	1	1	1	1
37	Sasirekha. V		1	1	1	1	1	1	1	1	1	1	1	1
38	Sedhupathi. M		1	a	a	1	1	1	1	1	1	1	1	1
39	Sowmiya. R		1	1	OD	1	1	1	1	1	1	1	1	1
40	Sripriya. M		1	1	OD	1	1	1	1	1	1	1	1	1
41	Sutha. M		1	1	OD	1	1	1	1	1	1	1	1	1
42	Tamilazhagi. T		1	1	a	1	a	a	1	1	1	1	1	1
43	Vasudevan. T		OD	1	1	1	1	1	1	1	1	1	1	1
44	Veeramani. M		1	1	1	1	1	1	1	1	1	1	1	1
45	Vidhya. K		1	1	1	1	1	1	1	1	1	1	1	1
46	Vinita. K		1	1	1	1	1	1	1	1	1	1	1	1
47	Vithyasri. U.K		OD	1	1	1	1	1	1	1	1	1	1	1
48	Yasik Rahman. B		1	1	1	1	1	1	a	a	a	a	a	a
49	Haribaran. M		1	1	1	1	1	1	1	1	1	1	1	1
50	Pugalendhi. K		1	1	1	1	1	1	1	1	1	1	1	1

10

Roll No.	29													
26	1	1												
27	1	1												
28	1	1												
29	1	1												
30	1	1												
31	1	1												
32	1	1												
33	1	1												
34	a	a												
35	1	1												
36	1	1												
37	1	1												
38	1	1												
39	1	1												
40	1	1												
41	1	1												
42	1	1												
43	1	1												
44	1	1												
45	1	1												
46	1	1												
47	a	a												
48	1	1												
49	1	1												
50	1	1												

Attendance Particulars			Soft Skills											
Roll No.	Name	Date	16	4	06	2	18	18	22	22	22	22	22	22
		Month	12	1	1	3	2	2	2	2	2	2	2	2
		Period	55	5	05	5	3	4	5	6	7	8	9	10
51	ESWARI L		1	1	1	1	1	1	1	1	1	1	1	1
52	Pavithra N		1	1	1	1	1	1	1	1	1	1	1	1
53														
54														
55														
56		Present	48	47	46	51	48	48	47	42	42	42	42	42
57		Absent	04	05	06	01	04	04	05	05	05	05	05	05
58		Total	52	52	52	52	52	52	52	52	52	52	52	52
59														
60														
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69														
70														
71														
72														
73														
74														
75														
		Present												
		Absent												
		Staff Signature												

Attendance and Assessment Record

Name of the Staff : B. SURESH BABU Dept T & P.
J. SUDHAKAR
Name of the Subject : Soft Skills & Aptitude Code —
Branch Mechanical
Semester IV Year IV
Date of Commencement : 16/12/19 Last Working Day 28-2-2020

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
Soft Skills End of the First Month Aptitude	5 6	4 4	40% 40%.	
Soft Skills End of the Second Month Aptitude	10 8	8 7	80% 70%.	
End of the Third Month				
End of the Fourth Month				

Attendance Particulars

[illegible]

Roll No.	20	3	10	3	7	14	21	28
26	1	1	1	1	1	1	1	1
27	1	1	1	1	1	1	1	1
28	1	1	1	0	1	1	1	2
29	1	1	1	1	1	1	1	1
30	1	1	1	1	1	1	1	1
31	1	1	1	1	1	2	2	1
32	1	1	1	1	1	2	1	1
33	1	0	1	1	2	2	2	1
34	1	1	1	1	1	1	1	2
35	1	1	1	1	2	1	1	1
36	2	1	1	1	2	2	1	2
37	1	2	1	1	1	1	1	1
38	2	2	1	0	1	2	1	2
39	1	1	2	1	1	1	1	1
40	1	2	1	1	1	1	1	1
41	1	1	2	1	2	1	1	2
42	1	1	1	1	1	1	1	1
43	1	1	1	1	1	1	1	1
44	1	2	1	1	2	2	2	2
45	1	1	1	1	1	1	1	1
46	1	2	1	1	2	1	1	2
47	2	1	0	1	1	2	2	2
48	4	2	2	2	3	2	2	3
49	2	1	5	0	1	1	1	1
50	2	1	2	2	2	2	2	2



Department of Training & Placement

1.2.2 Add-On Course 2020-2021

S.No	Year	Page No.
1.	II YEAR ALL BRANCHES	1-17
2.	III YEAR ALL BRANCHES	18-43
3.	IV YEAR ALL BRANCHES	44-77



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2020-2021

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL SECOND YEARS / EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 164

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

Training and Placement conducts Soft Skills classes as a separate Certificate Program for students in the II, III, and IV years along with their regular academic schedules. The program aims to develop students' capabilities to match market requirements for interpersonal skills and quantitative aptitude such as communication skills, interview skills, group discussion abilities, problem-solving capabilities, analytical abilities, etc. The syllabus and course plan for both the ODD and even semesters are prepared and distributed separately.

Sessions on soft skills and quantitative aptitude were conducted in accordance with the T&P department's syllabus for the academic year 2020-2021. Our thirty hours of training material for the second students are designed to enhance their potential on communication skills, interpersonal ability, problem-solving skills and analytical ability. An intensive course on employability skills is conducted in the classroom and at home to increase the students' employability skills. A series of quantitative aptitude exercises are conducted on various topics including data interpretation, percentages, number classification, and arithmetic aptitude.

ASSESSMENT PROCEDURE

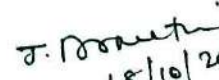
- There will be more frequent assessments for communication skills, body language, and interview skills for the final year students.
- Mock interviews and group discussions will be conducted
- An aptitude test for quantitative skills is conducted on different topics such as interpreting data, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age evaluations.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Realize better about the career prospects for their discipline.
- Master in the interview skills and apply them.
- Gather and use skills required to succeed in group discussion.
- Enough confidence and knowledge on better work culture.


VP/HEAD-T&P


18/10/2021
PRINCIPAL

DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFT SKILLS / SK04 - II YEAR (Fourth Semester)

1. **Communication Skills Verbal - Oral Communication & Written Communication** (4)
 Listening, Reading, Speaking, Writing, Letter Writing, Resume' Building, Tips on improved Written Communication
Work up Exercise - Speak Out five lines about the person who inspired you, Test your hand writing

2. **Body Language** (4)
 Body talk - Forms of body language- Parts of Body Language - Types of Body language - Improving your body Language - Gestures and Body movement
Work up Exercise - Interpreting Body Language

3. **Priority Management & Time Management** (4)
 Prioritization - levels - Stone, Pebbles, and Sand Experiment
Class Participation - List your priorities in life
Time Management - Availability of time - "Time" Resource - Become a Time Manager - resolve conflict between Urgent tasks & important tasks.
Work Up Exercise - Calculation of your one day routine- How you spend & How to spend

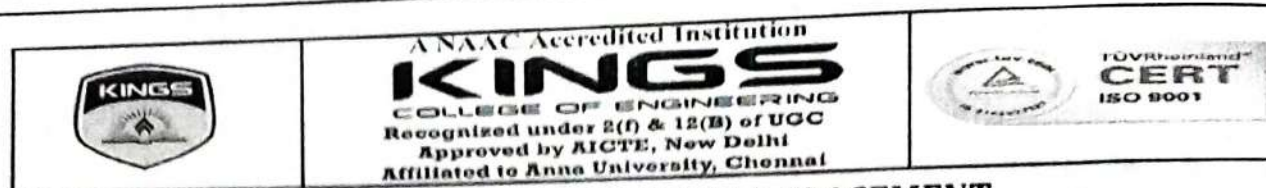
4. **Group Discussions** (4)
 Need & Scope- Characters tested in a GD- Tips on GD - Types of GD - Skills required in a GD- Behavior in GD- Essential elements - GD Etiquette - Non verbal communication in a GD
Work up Exercise - Group Discussion

Total Periods: 16

B. S. M
 10/12/21
STAFF INCHARGE

J. Manjula
 10/12/2021

[Signature]
 10/12/21
VP/HEAD (T&P)



DEPARTMENT OF TRAINING & PLACEMENT COURSE PLAN

Sub. Name/Code: Soft Skills / SK04

Staff Name: Mr. B. Suresh Babu

Dr. K. Sudhakar

Branch / Year / Sem : B.E (All Branches/II/IV)

Batch : 2019-2023

Academic Year : 2020-21(EVEN)

COURSE OBJECTIVE:

- To learn the importance of communication skills.
- To accomplish the knowledge on the basics of time and priority management.
- To impart knowledge about body language and its importance in corporate world.
- To train about group discussion and techniques to meet the corporate expectations.

TEXT BOOK:

T1. Soft Skills – Know yourself and the world - Dr. K. Alex– S. Chand & Co Ltd.

WEB RESOURCES:

W1. <http://www.skillsyouneed.com/general/communication-skills.html>

W2. <http://www.positivityblog.com/index.php/2006/10/27/18-ways-to-improve-your-body-language/>

W3. https://www.mindtools.com/pages/main/newMN_HTE.htm

W4. <https://www.tcyonline.com/tests/gd-group-discussion>

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
COMMUNICATION SKILLS VERBAL - ORAL COMMUNICATION & WRITTEN COMMUNICATION (4)						
1	Listening, Reading Speaking, Writing	T1, W1	67-87 88-108	BB/PPT	1	1
2	Letter Writing	T1	109-116	BB/PPT	1	2
3	Resume' Building	T1, W1	183-202	BB/PPT	1	3
4	Tips on improved Written Communication	T1	106	BB/PPT	1	4

LEARNING OUTCOME

At the end of unit, students should be able to

- Analyze the concept of communication skills
- Understand and Improve listening, reading, writing and speaking skills.

BODY LANGUAGE (4)

5.	Body talk - Forms of body language	T1	119-120	BB/PPT	1	5
6.	Parts of Body Language	T1	120-121	BB/PPT	1	6
7.	Types of Body language	T1	122-123	BB/PPT	1	7
8.	Improving your body Language, Gestures and Body movement	T1, W2	122-125 125-127	BB/PPT	1	8

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of body language.
- Application of body language in real life situation.

PRIORITY MANAGEMENT & TIME MANAGEMENT (4)

9.	Prioritization - levels - Stone, Pebbles, and Sand Experiment	T1	225-226	BB/PPT	1	9
10.	<u>Class Participation</u> - List your priorities in life	T1	225-226	BB/PPT	1	10
11.	Availability of time - "Time" Resource	T1, W3	229-233	BB/PPT	1	11
12.	Become a Time Manager resolve conflict between Urgent tasks & important tasks	T1	229-233	BB/PPT	1	12

LEARNING OUTCOME

At the end of unit, students should be able to

- Describe and Compare priorities to execute in proper way.
- Analyze and solve the problems raised due to lack of time management.
- Understand the importance and the usage of time in proper manner.
- Aware about the time waters.

Attendance and Assessment Record

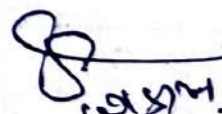
Name of the Staff : Dr. K. Sudhakar Dept ITP

Name of the Subject : Soft Skills Code _____

Branch Civil

Semester IV Year III

Date of Commencement : 18.02.21 Last Working Day 21.05.21

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	5	5	31%	
End of the Second Month	14	14	88%	
End of the Third Month	16	16	100%	
End of the Fourth Month				

S. Praveen
21/5/2021

PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	3	10	12	27	27	3	3	10	10	17	10
		Month	3	3	3	3	3	4	4	4	4	4	4
		Period	5	5	5	2	3	2	3	2	3	2	8
1	B. Agalya		/	/	/	/	/	/	/	/	/	/	/
2	S. Anbumani		/	/	a	/	/	/	/	/	/	a	a
3	M. Anurkumar		/	a	/	/	/	a	a	a	a	a	/
4	S. Arunprasad		/	a	a	a	a	/	/	/	/	/	/
5	S. Divya		/	/	/	/	/	/	/	/	/	/	/
6	T. S. Janani		/	/	/	/	/	/	/	/	/	/	/
7	N. Jayachandran		/	/	/	/	/	a	a	/	/	/	/
8	M. Jayaseelan		/	/	/	/	/	/	/	/	/	/	/
9	R. Kuralarasan		/	/	/	/	/	/	/	/	/	/	/
10	P. Madhumitha		/	/	/	/	/	/	/	/	/	/	/
11	M. Monika		/	/	a	/	/	/	/	a	a	/	a
12	J. Premkumar		/	/	a	/	/	/	/	/	/	/	/
13	R. Rengaswari		/	/	/	/	/	/	/	/	/	/	/
14	M. Rubaka		/	/	/	/	/	/	/	/	/	/	/
15	S. Santhosh		/	/	/	/	/	/	/	/	/	/	/
16	P. Sathya		/	a	/	/	/	/	/	/	/	/	/
17	P. Stalin		/	/	/	/	/	/	/	/	/	/	/
18	R. Vimal		/	a	a	/	/	/	/	/	/	a	/
19	E. Daniel Navis		/	/	/	/	/	/	/	a	a	a	a
20	Karthikeyan		/	/	a	a	a	a	a	a	a	a	a
21													
22													
23	Present		20	16	14	18	18	17	17	16	16	15	
24	Absent		-	4	6	2	2	3	3	4	4	5	
25	Sign												

Roll No.	17	17	24	8	10
	4	4	4	5	5
	3	8	8	8	8
1	/	/	/	/	a
2	a	a	/	a	a
3	a	a	a	a	a
4	/	a	/	/	/
5	/	/	/	/	/
6	/	/	/	/	/
7	/	/	/	/	/
8	/	/	/	/	/
9	/	/	/	/	/
10	/	/	/	/	/
11	/	a	/	/	/
12	/	a	/	a	a
13	/	/	/	/	/
14	/	/	/	/	/
15	/	a	/	a	/
16	/	/	/	a	/
17	/	/	/	/	a
18	a	a	a	a	a
19	a	a	/	a	a
20	a	a	a	a	a
21					
22					
23	15	11	17	12	12
24	5	9	3	8	8
25					

Attendance and Assessment Record

Name of the Staff : Mr. B. Guresh Babu Dept T & P

Name of the Subject : Soft Skills Code _____

Branch CSE

Semester IV Year II

Date of Commencement : 18.02.21 Last Working Day 21.05.21

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38%	
End of the Second Month	11	11	69%	
End of the Third Month	16	16	100%	
End of the Fourth Month				

B. Guresh Babu
21/5/2021

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	23	2	9	16	23	23	3	3	10	13
		Month	2	3	3	3	3	4	4	4	4	
		Period	5	5	5	5	2	3	2	3	2	2
1	K. Anithi		/	/	/	/	/	/	/	/	/	/
2	S. Annapur		/	/	/	a	/	/	/	/	/	/
3	S. S. Anay Pradeep		/	/	/	/	/	/	/	/	/	/
4	K. Ananth		a	/	/	a	/	/	/	/	/	/
5	G. Akshayalakshmi		/	/	/	/	/	/	/	/	/	/
6	A. Anand		a	/	/	a	/	/	/	/	/	/
7	A. S. Anandappa		a	/	/	/	/	/	/	/	/	/
8	A. Bakyalakshmi		/	/	/	/	/	/	/	/	/	/
9	M. Balakrishnan		a	a	a	a	/	/	/	/	/	/
10	S. Banya		/	/	/	a	/	/	/	/	/	/
11	T. Bhavatharani		/	/	/	/	/	/	/	/	/	/
12	P. Deepika		/	/	/	/	/	/	/	/	/	/
13	S. Deepa		/	/	a	/	/	/	/	/	/	/
14	G. Dhanani		/	a	/	a	/	/	/	/	/	/
15	T. Divakaran		/	/	a	a	/	/	/	/	/	/
16	T. Klagadharshini		/	/	/	a	/	/	/	/	/	/
17	T. Faizal Afreen		/	/	/	a	/	/	/	/	/	/
18	M. Gokul		/	/	/	a	/	/	/	/	/	/
19	A. Gomathi		/	a	/	a	/	/	a	a	/	/
20	P. Gopinath		/	a	/	a	/	/	/	/	/	/
21	K. Govindharajan		/	/	/	a	/	/	/	/	/	/
22	K. Kamali		/	/	/	/	/	/	/	/	/	/
23	K. Karishka		/	/	/	a	/	/	/	/	/	/
24	N. Karthuzhali		/	/	/	/	/	/	/	/	/	/
25	P. Karthika		/	/	a	/	/	/	/	/	/	/

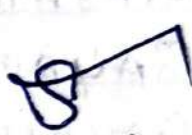
Roll No.												
	17	20	22	22	22	22						
	4	5	5	5	5	5						
	3	1	2	3	4	5						
1	/	/	/	/	/	/						
2	/	/	/	/	/	/						
3	/	/	/	/	/	/						
4	/	/	/	/	/	/						
5	/	/	/	/	/	/						
6	/	/	/	/	/	/						
7	/	/	/	/	/	/						
8	/	/	/	/	/	/						
9	/	/	/	/	/	/						
10	/	a	a	a	a	a						
11	/	/	/	/	/	/						
12	/	/	/	/	/	/						
13	/	/	/	/	/	/						
14	/	/	/	/	/	/						
15	/	a	a	a	a	a						
16	/	/	/	/	/	/						
17	/	/	/	/	/	/						
18	/	/	/	/	/	/						
19	/	/	/	/	/	/						
20	/	/	/	/	/	/						
21	/	/	/	/	/	/						
22	/	/	/	/	/	/						
23	/	/	/	/	/	/						
24	/	/	/	/	/	/						
25	/	/	/	/	/	/						

Attendance Particulars											
Roll No.	Name	Date									
		Month									
		Period									
26	A. Mohanadharan										
27	V. Narasimhan										
28	J. Nandini										
29	P. Ravi										
30	E. Prasadharani										
31	E. Runkrishnan										
32	T. Rethina Priya										
33	R. Sachin										
34	T. Sakthi										
35	S. Selva bhaskar										
36	N. Shaktivel										
37	G. Siva										
38	C. Sivanjani										
39	S. Suguna										
40	J. Suresh kanthi										
41	S. Sumathi										
42	A. Surya										
43	S. Swatha										
44	K. Thanika										
45	K. Varun										
46	S. Vengatraman										
47	K. Vignesh										
48	M. Vikramadithan										
49	A. Vishva										
50											

Roll No.					
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Attendance and Assessment Record

Name of the Staff : B. SURESHBABU Dept TEP
 Name of the Subject : Soft Skills Code _____
 Branch ECE
 Semester IV Year 2020-21 (Evening)
 Date of Commencement : 18/2/21 Last Working Day 22/5/2021

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	2	2	13%	
End of the Second Month	16	16	100%	
End of the Third Month				
End of the Fourth Month				

J. Narasimha
 25/5/2021
 PRINCIPAL

Attendance Particulars

Roll No.	Name	Date	27	27	3	3	10	10	17	17	19	20
			3	3	4	4	4	4	4	4	4	4
			2	3	2	3	2	3	2	3	2	3
			2	3	2	3	2	3	2	3	2	3
1	ABIMANEU	S	/	a	/	/	/	/	/	/	/	/
2	ACALYA	P	/	/	/	/	/	/	/	/	/	/
3	BLESSON MANUEL	J	/	/	/	/	a	/	/	/	/	/
4	DHARMADURAI	A	/	/	/	/	/	/	/	/	/	/
5	DHARSHINI	C	/	/	/	/	/	/	/	/	/	/
6	DURVASRI	R	a	/	/	/	/	/	/	/	/	/
7	GANGA	L	/	/	/	/	/	a	/	/	/	/
8	GANGA	R	/	/	/	/	/	/	/	/	/	/
9	GAYATHRI	K	/	/	/	/	/	/	/	/	/	/
10	GAYATHRI	S	/	/	/	/	/	/	/	/	/	/
11	ISHWARYA	K	/	/	/	/	/	/	/	/	a	/
12	JAYAKUMAR	A	/	/	/	/	/	/	/	/	/	/
13	JOTHIKA	R	a	/	/	/	/	/	/	/	/	/
14	KABILAN	R	/	/	/	/	/	/	/	/	/	/
15	KABISHENA	P	/	/	/	/	/	a	/	/	/	/
16	KARIKALANG	G	/	/	/	/	/	/	/	/	/	/
17	KARTHICK	N	/	/	/	/	/	/	/	/	/	/
18	KARTHIKA DEVI	M	/	/	/	/	a	/	/	/	/	/
19	KIRUBADHARSHINI	S	/	/	/	/	/	/	/	/	/	/
20	KRISHNADEVI	G	/	/	/	/	/	/	/	/	/	/
21	LOKESHWARAN	P	a	/	/	/	/	/	/	/	/	/
22	MADHUMITHA	G	/	/	/	/	/	/	/	/	/	/
23	MAHESWARI	V	/	/	/	/	/	/	/	/	/	/
24	MATHIVANAN	K	/	/	/	/	/	a	/	/	/	/
25	NITHITHA	D	/	/	/	/	/	/	/	/	a	/

Roll No.	21	22	23	26	27	28
	4	4	4	4	4	4
	/	/	/	/	/	/
	/	/	/	/	/	/
1	/	/	/	/	/	/
2	/	a	/	/	/	/
3	/	/	/	/	a	/
4	/	/	/	/	/	/
5	/	/	/	/	/	/
6	/	/	/	/	/	/
7	/	/	/	/	/	/
8	/	/	/	/	/	/
9	/	/	/	/	/	/
10	/	/	/	/	/	/
11	/	/	/	/	/	/
12	/	/	/	/	/	/
13	/	a	/	/	/	/
14	/	/	/	/	/	/
15	/	/	/	/	/	/
16	/	/	/	/	/	/
17	/	/	/	/	/	/
18	/	/	/	/	/	/
19	/	/	/	/	/	/
20	/	/	/	/	/	/
21	/	/	/	/	a	/
22	/	/	/	/	/	/
23	/	/	/	/	/	/
24	/	a	/	/	/	/
25	/	/	/	/	/	/

Attendance Particulars												
Roll No.	Name	Date	27	27	3	3	10	10	17	17	19	20
		Month	3	3	4	4	4	4	4	4	4	4
		Period	2	3	2	3	2	3	2	3	8	8
26	NIVETHITHA	S	/	/	/	/	/	/	/	/	/	/
27	PAVITHRA	P	/	/	/	/	/	/	/	/	/	/
28	PRAKASH	A	/	/	/	/	/	/	/	/	/	/
29	PRETHIYA	B	/	/	/	/	/	/	/	/	/	/
30	PRNANKA	K	/	/	/	/	/	/	/	/	/	/
31	RAMANA BHARATHI	S	/	/	/	/	/	/	/	/	/	/
32	RENUKA	K	/	/	/	/	/	/	/	/	/	/
33	RUTHRA	R	/	/	/	/	/	/	/	/	/	/
34	SABARINATHAN	S	/	/	/	/	/	/	/	/	/	/
35	SARASWATHI	K	/	/	/	/	/	/	/	/	/	/
36	SATHYA	G	/	/	/	/	/	/	/	/	/	/
37	SHATHANA	B	/	/	/	/	/	/	/	/	/	/
38	SOUNDHARYA	R	/	/	/	/	/	/	/	/	/	/
39	SURIYA	C	/	/	/	/	/	/	/	/	/	/
40	SUSIKUMAR	T	/	/	/	/	/	/	/	/	/	/
41	SWETHA	SM	/	/	/	/	/	/	/	/	/	/
42	THAVAMANI	P	/	/	/	/	/	/	/	/	/	/
43	NAISHNAVI	G	/	/	/	/	/	/	/	/	/	/
44												
45												
46												
47												
48	Present		39	41	42	42	39	37	42	42	39	42
49	Absent		04	02	01	01	04	06	01	01	04	01
50	Signature		/	/	/	/	/	/	/	/	/	/

Roll No.	22	23	26	27	28
	4	4	4	4	4
	8	8	8	8	8
26	/	/	/	/	/
27	/	/	/	/	/
28	/	/	/	/	/
29	/	/	/	/	/
30	/	/	/	/	/
31	/	/	/	/	/
32	/	/	/	/	/
33	/	/	/	/	/
34	/	/	/	/	/
35	/	/	/	/	/
36	/	/	/	/	/
37	/	/	/	/	/
38	/	/	/	/	/
39	/	/	/	/	/
40	/	/	/	/	/
41	/	/	/	/	/
42	/	/	/	/	/
43	/	/	/	/	/
44					
45					
46					
47					
48	39	42	42	39	42
49	04	01	01	04	01
50	/	/	/	/	/

Attendance and Assessment Record

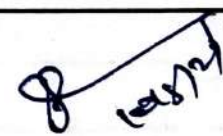
Name of the Staff : Mr. B. Gresh Babu Dept T&P

Name of the Subject : Soft Skills Code _____

Branch EEE

Semester IV Year II

Date of Commencement : 18.02.21 Last Working Day 21.05.21

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	8	9	56%	
End of the Second Month	14	15	94%	
End of the Third Month	16	17	100%	
End of the Fourth Month				

J. Pravin
21/5/2021

PRINCIPAL

Attendance Particulars													
Roll No.	Name	Date	19	26	5	12	19	22	27	27	3	3	20
		Month	2	2	3	3	3	3	3	3	4	4	3
		Period	5	5	5	5	8	8	2	3	2	3	8
1	S. Bharanitharan		/	/	a	/	/	/	/	/	/	/	/
2	M. E. Krishna		/	/	/	/	/	/	/	/	a	/	/
3	P. Pandi deri		/	/	/	/	/	/	/	/	/	a	/
4	R. Purusothaman		a	/	/	/	a	/	/	/	/	/	/
5	V. Ragul		/	/	/	/	a	/	/	/	/	/	/
6	R. Regina		/	/	/	/	/	/	a	/	/	/	/
7	B. Yogeshwaran		/	/	/	/	/	/	/	a	/	/	/
8	A. Sarathkumar		/	/	/	/	/	/	/	/	/	a	/
9	K. vebrivel		/	/	/	/	/	a	/	/	a	/	/
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
21													
22													
23	Present		8	9	8	9	8	8	8	8	7	7	
24	Absent		1	-	1	-	1	1	1	2	2	2	
25	Signature		M	O	M	O	M	O	M	O	M	O	

Roll No.	10	10	17	17	8
	4	4	4	4	5
	2	3	2	3	2
1	/	/	/	/	/
2	/	/	/	/	/
3	/	/	/	a	/
4	/	/	/	/	/
5	/	/	a	/	/
6	/	/	/	/	/
7	/	/	/	/	/
8	/	/	/	/	/
9	/	/	/	/	/
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23	9	9	9	9	9
24	-	-	-	-	-
25	M	M	M	M	M

Attendance and Assessment Record

Name of the Staff Dr. K. Sudhakar Dept T&P

Name of the Subject : Softskills Code _____

Branch Mechanical

Semester IV Year II

Date of Commencement : 18-02-21 Last Working Day 21.05.21

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38%.	
End of the Second Month	10	10	63%.	
End of the Third Month	16	16	100%.	
End of the Fourth Month				

J. Monchi
21/5/2021

PRINCIPAL

Attendance Particulars												
Roll No.	Name	Date	18	25	4	11	18	27	3	10	17	24
		Month	2	2	3	3	3	3	4	4	4	4
		Period	5	5	5	5	5	4	5	5	5	5
1	J. Anas		/	a	/	/	/	/	a	/	/	/
2	A. Aathi Buresh		/	/	/	/	a	/	/	/	/	/
3	B. Aravindan		a	/	/	/	/	/	/	/	/	/
4	S. Balaganapathy		/	/	/	/	/	/	/	/	/	/
5	D. Balanagresh		/	/	/	/	/	/	/	/	/	/
6	A. Bharath Babu		/	/	/	/	/	a	/	/	/	/
7	S. Bharathi Chozhan		/	a	/	/	/	/	/	/	/	/
8	S. Deepanraj		/	/	/	/	/	/	/	/	/	/
9	A. Dinesh		/	/	/	/	/	a	/	/	/	/
10	G. Gopi		/	/	/	/	/	/	/	/	/	/
11	P. Gunal		/	/	/	/	a	/	/	/	/	/
12	D. Hariharan		/	/	/	/	/	/	/	/	/	a
13	M. Hariharan (11.07.2002)		/	/	/	/	/	/	/	/	/	/
14	M. Hariharan (22.07.2002)		/	/	/	/	/	/	/	/	/	/
15	M. Hariharan (27.07.2002)		/	/	/	/	/	a	/	/	/	/
16	M. Harish Gowtham		a	/	/	/	/	/	/	/	/	/
17	A. Iyyappan		/	/	/	/	a	/	a	/	/	/
18	S. Kalaimuhilarasan		/	/	/	/	/	/	/	/	/	/
19	R. Kaviarasan		/	/	/	/	/	/	/	/	/	/
20	R. Kishore		/	/	/	/	/	a	/	/	/	/
21	G. Mullaivendhan		a	/	/	/	/	/	/	/	/	/
22	K. Muthukrishnan		/	/	/	/	a	/	/	/	/	/
23	R. Narendran		/	/	/	/	/	/	/	/	/	/
24	A. Nithish		/	/	/	/	/	/	/	/	/	a
25	S. Pradeeprajan		/	/	/	/	/	/	/	/	/	/

Roll No.	8	8	8	21	21	21
	5	5	5	5	5	5
	4	7	8	6	7	8
1	/	/	/	/	/	/
2	/	/	/	/	/	/
3	/	/	/	/	/	/
4	/	/	/	a	a	a
5	a	a	a	/	/	/
6	/	/	/	/	/	/
7	/	/	/	/	/	/
8	/	/	/	/	/	/
9	/	/	/	/	/	/
10	/	/	/	/	/	/
11	/	/	/	/	/	/
12	/	/	/	/	/	/
13	/	/	/	/	/	/
14	/	/	/	/	/	/
15	/	/	/	/	/	/
16	/	/	/	/	/	/
17	/	/	/	/	/	/
18	/	/	/	/	/	/
19	a	a	a	/	/	/
20	/	/	/	/	/	/
21	/	/	/	/	/	/
22	/	/	/	/	/	/
23	/	/	/	/	/	/
24	/	/	/	/	/	/
25	/	/	/	/	/	/

Attendance Particulars

Roll No.	Name	Date	18	25	4	11	18	27	3	10	17	24	8
		Month	2	2	3	3	3	3	4	4	4	4	5
		Period	5	5	5	5	5	4	5	5	5	5	4
26	S. Praveen Kumar		/	/	/	/	/	a	/	/	/	/	/
27	L. Priyadharan		/	/	/	/	/	/	/	/	/	/	/
28	S. Purushothaman		a	/	/	/	/	/	/	/	a	/	/
29	G. Purusothaman		/	/	/	/	/	/	/	/	/	/	/
30	T. K. Rajasekaran		/	/	/	/	/	a	/	/	/	/	a
31	K. Rooban		/	/	/	/	/	/	/	/	a	/	/
32	S. Sathiyaraj		/	/	/	/	/	/	/	/	/	/	/
33	B. Sathiyaseelan		/	/	/	/	/	a	/	/	/	/	/
34	A. Sivabalan		/	/	/	/	/	/	/	/	/	/	/
35	M. Syed Usmanali		/	/	/	/	/	/	/	/	/	/	/
36	M. Veeraguru		a	/	/	/	/	a	/	/	/	/	/
37	K. Veeramani		/	/	/	/	/	/	/	/	a	/	/
38	R. Veeramani		/	/	/	/	/	/	/	/	/	/	/
39	S. Venkatesh		/	/	/	/	/	/	/	/	/	/	/
40	M. Vigneshwaran		/	/	/	/	/	/	/	/	/	/	/
41	P. Abinash		/	/	/	/	/	a	/	/	/	/	/
42	A. Poovaasan		/	/	/	/	/	/	/	/	/	/	/
43	S. Grasubramaniam		/	/	/	/	/	a	/	/	/	/	/
44	G. Aravindhan		/	/	/	/	/	/	/	/	/	/	/
45													
46													
47													
48	Present		39	42	44	44	40	37	39	44	41	42	41
49	Absent		5	2	-	-	4	7	5	-	3	2	3
50	Signature												

Roll No.	8	8	21	21	21
	5	5	5	5	5
	7	8	6	7	8
26	/	/	/	/	/
27	/	/	/	/	/
28	/	/	/	/	/
29	a	a	/	/	/
30	/	/	/	/	/
31	/	/	/	/	/
32	/	/	/	/	/
33	/	/	/	/	/
34	/	/	a	a	a
35	/	/	/	/	/
36	/	/	/	/	/
37	/	/	/	/	/
38	/	/	/	/	/
39	/	/	/	/	/
40	/	/	/	/	/
41	/	/	/	/	/
42	/	/	/	/	/
43	/	/	/	/	/
44	/	/	/	/	/
45					
46					
47					
48	41	41	42	42	42
49	3	3	2	2	2
50					



DEPARTMENT OF TRAINING AND PLACEMENT

ADD ON PROGRAM REPORT

ACADEMIC YEAR 2020-2021

NAME OF THE PROGRAM: ADD ON PROGRAM

NAME OF THE COURSE: SOFT SKILLS / APTITUDE

YEAR/SEM: ALL THIRD YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 185

NAME OF THE RESOURCE PERSON: SOFT SKILLS – Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE – Mr.B.BARANKUMAR & Ms.P.SUGANYA

Training and Placement conducts Soft Skills classes as a separate Certificate Program for students in the II, III, and IV years along with their regular academic schedules. The program aims to develop students' capabilities to match market requirements for interpersonal skills and quantitative aptitude such as communication skills, interview skills, group discussion abilities, problem-solving capabilities, analytical abilities, etc. The syllabus and course plan for both the ODD and even semesters are prepared and distributed separately.

Sessions on soft skills and quantitative aptitude were conducted in accordance with the T&P department's syllabus for the academic year 2020-2021. Our thirty hours of training material for the II, III and final year students are designed to enhance their potential on communication skills, interpersonal ability, problem-solving skills and analytical ability. An intensive course on employability skills is conducted in the classroom and at home to increase the students' employability skills. A series of quantitative aptitude exercises are conducted on various topics including data interpretation, percentages, number classification, and arithmetic aptitude.

ASSESSMENT PROCEDURE

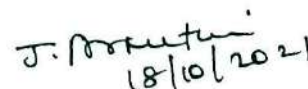
- There will be more frequent assessments for communication skills, body language, and interview skills for the final year students.
- Mock interviews and group discussions will be conducted
- An aptitude test for quantitative skills is conducted on different topics such as interpreting data, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age evaluations.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Realize better about the career prospects for their discipline.
- Master in the interview skills and apply them.
- Gather and use skills required to succeed in group discussion.
- Enough confidence and knowledge on better work culture.


VP/HEAD-T&P


18/10/2021
PRINCIPAL

**DEPARTMENT OF TRAINING AND PLACEMENT****SUBJECT : APTITUDE****YEAR : III****SEMESTER : V****PREPARED BY****Ms. P. SUGANYA, AP****Dr. B. BARANKUMAR, AP**



SYLLABUS

QUANTITATIVE APTITUDE - III YEAR (Fifth Semester)

Problems on Train - Introduction, important condition and types of train problems - same direction, opposite direction - concepts and formulas for slower train, faster train. 2

Ratio & Proportion - Definition - important facts & formula - Ratio - Proportion. 2

Partnership - Definition of partnership - ratio of division of gains - working and sleeping partnership. 2

Simple Interest - Definitions - Principal - interest - simple interest - formulae. 2

Total Periods : 08

P. Srinivas 20/12/20
STAFF INCHARGE

J. Praveen
20/12/2020

[Signature] 20/12/20
VP/HEAD



DEPARTMENT OF TRAINING & PLACEMENT

Sub. Name : Quantitative Aptitude	Branch / Year / Sem : B.E (All Branch/III/V)
Staff Name : Ms P.Suganya & Dr. B.Barankumar	Batch : 2018-2022
	Academic Year : 2020-21(ODD)

COURSE OBJECTIVE:

1. To learn the importance of quantitative aptitude to compete in the recruitment process.
2. To accomplish the knowledge on the basics of aptitude and solving methods.
3. To build skills to solve various problems using shortcut methods.
4. To expose the enabling methodologies in solving the aptitude.

TEXT BOOKS

T1. Quantitative Aptitude - R. S. Aggarwal – S. Chand Publications

WEB RESOURCES

W1. www.indiabix.com

W2. www.indeed.com

W3. www.freshersworld.com

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
PROBLEMS ON TRAINS (2)						
1.	Introduction, important condition and types of train problems – same direction, opposite direction	T1,W1	405-407	BB/PPT	1	1
2.	Concepts and formulas for slower train, faster train. Sample problems	T1,W4	408-424	BB/PPT	1	2
LEARNING OUTCOME						
At the end of unit, students should be able to						
- To analysis the concept of problems on train - Describe the conditions and its directions						
RATIO AND PROPORTION (2)						
3.	Definition – important facts formula	T1,W2	294-296	BB/PPT	1	3
4.	Ratio and Proportion, Sample problems	T1,W2	297 -301	BB/PPT	1	4
LEARNING OUTCOME						
At the end of unit, students should be able to						
- Describe and Compare Ratio and Proportions - Analyze and solve the problems on Ratio and Proportions						
PARTNERSHIPS (2)						
5.	Definition of partnership	T1,W3	311-312	BB/PPT	1	5
6.	Ratio of division of gains – Working and sleeping Partnership	T1,W3	313-317	BB/PPT	1	6
LEARNING OUTCOME						
At the end of unit, students should be able to						
- Analyze & Compare the functioning of working and Sleeping Partners - Solve the problems on various partnership types.						
SIMPLE INTEREST (2)						
7.	Definitions - Principal - interest – simple interest formulae	T1,W5	445-447	BB/PPT	1	7
8.	Sample problems	T1,W5	448-453	BB/PPT	1	8
LEARNING OUTCOME						
At the end of unit, students should be able to						
- Outline knowledge on Principal, Rate of Interest, Time - Explain the difference between Simple interest & Compound interest						

COURSE OUTCOME

At the end of the course, the students will be able to

- Analyze the concepts and formulae for various quantitative aptitude methods.
- Identify and apply the various shortcut methods to solve the problems in aptitude.
- Enough confidence and knowledge on approaching aptitude.

CONTENT BEYOND THE SYLLABUS

1. Solving various Company Question papers.

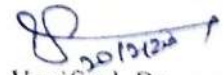
 20/12/20

P. Suganya 20/12/20

Prepared by

Ms. P. SUGANYA

Dr. B. BARANKUMAR

 20/12/20

Verified By

VP - HEAD(T&P)

 20/12/2020

Approved by
PRINCIPAL



DEPARTMENT OF TRAINING AND PLACEMENT

SUBJECT : Soft Skills

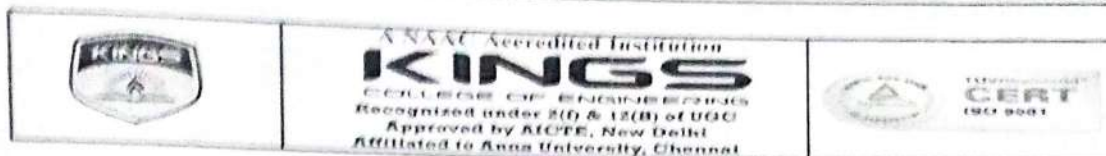
YEAR : III

SEMESTER : V

PREPARED BY

Mr. B. Suresh Babu, AP

Dr. K. Sudhakar, AP



SYLLABUS SOFT SKILLS /SK05

1. Know Thyself/ Understanding Self

Introduction to Soft skills-Self discovery-Developing positive attitude-Improving, perceptions - Forming values

2. Interpersonal Skills/ Understanding Others

Developing interpersonal relationship-Team building-group dynamics-Net working-Improved work relationship

3. Communication Skills / Communication with others

Art of listening-Art of reading-Art of speaking-Art of writing-Art of writing e-mails-email etiquette

4. Corporate Skills / Working with Others

Developing body language-Practicing etiquette and mannerism-Time management-Stress management

Book for Reference:

Soft Skills - Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

I Just Love my Job - Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto Library

B. S. M.
18/12/20
STAFF IN-CHARGE

S. Praveen
18/12/2020

[Signature]
18/12/20
VP/HEAD-T&P



**DEPARTMENT OF TRAINING & PLACEMENT
COURSE PLAN**

Sub. Name/Code: Soft Skills/SK05

Branch/Year/Sem : B.E (All Branch/III/V)

Batch : 2018-2022

Staff Name : Mr. B. Suresh Babu & Dr. K. Sudhakar Academic Year : 2020-21(ODD)

COURSE OBJECTIVE:

1. To learn the importance of Career Planning.
2. To accomplish the knowledge on the communication skills.
3. To build skills to face challenges in the competitive world
4. To expose the right etiquette and manners in the society
5. To enhance the time management skills to meet challenges in employment.

BOOKS FOR REFERENCE:

- T1. Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.
T2. I Just Love my Job – Roy Calvert, Brain Durkin Eugenio Grandi, Kevin- Quarto Library

WEB RESOURCES

- W1. [https:// www.wsd3.org/.../filedownload.ashx?...Employability%20Skills.ppt](https://www.wsd3.org/.../filedownload.ashx?...Employability%20Skills.ppt)
W2. <https://bemycareercoach.com/soft-skills/list-soft-skills.html>
W3. https://www.youtube.com/embed/vLNcPw_frN4om
W4. <https://www.changethatsrightnow.com/anglophobia/>

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
Know Thyself/ Understanding Self (2)						
1.	Introduction to Soft skills Self discovery- Developing positive attitude	T1 W1	57-66	BB & intensive class room exercise/PPT	1	1
2.	Improving perceptions-Forming values	W2 T1	--- 57-66	BB & intensive class room exercise/PPT	1	2
LEARNING OUTCOME At the end of unit, students should be able to - Analyze the need for soft skills. - Understand the importance of positive attitude.						
Interpersonal Skills/ Understanding Others (2)						
3.	Developing interpersonal relationship-Team building-group dynamics	T1 W3	88-108 ---	PPT, BB & intensive class room exercise/PPT	1	3
4.	Net working-Improved work relationship	W4 T1	-- 103-116	BB & intensive class room exercise/PPT	1	4
LEARNING OUTCOME At the end of unit, students should be able to - Understand various concepts of phobias. - Identify the keys to overcome fear.						
Etiquette and Manners (2)						
5.	Etiquette introduction - Modern Etiquette - Benefits of Etiquette.	T1	162-182	PPT, BB& intensive class room exercise/PPT	1	5
6.	Introduction to Manners, Poor Manners noticed in youth - Why should you practice good manners? Exercise - Test your etiquette and Manners through online mode.	T1	162-182	BB& intensive class room exercise/PPT	1	6
LEARNING OUTCOME At the end of unit, students should be able to - Learn various etiquette - Analyze the types of interviews						

Corporate Skills / Working with Others (2)						
7.	Overview of body language	T1	185-186	BB & intensive class room exercise/PPT	1	7
8.	Time management- Stress management	T1	187-189 189-192	PPT & intensive class room exercise/PPT	1	8
LEARNING OUTCOME At the end of unit, students should be able to - Analyze Differences between Bio - data, CV, Resume - Know and analyze content and sequences of CV						

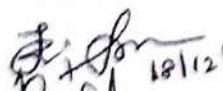
COURSE OUTCOME

At the end of the course, the students will be able to

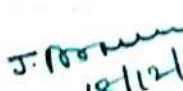
- Attend interviews without fear.
- Participate in GD and public debates
- Enough confidence and knowledge on facing challenges.
- Write a appropriate CV for a job
- Know about manners & Etiquette

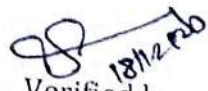
CONTENT BEYOND THE SYLLABUS

Application of soft skills in real life


 18/12/20

 18/12/20
 Prepared by
Mr. B. SURESHBABU
Dr. K. SUDHAKAR


 18/12/2020
 Approved by
PRINCIPAL


 18/12/20
 Verified by
VP/HEAD - T & P

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh Babu Dept T&P
 Name of the Subject : MS. P. Sagaranya Code _____
 Branch : SS, Aptitude
III ECE
 Semester : V Year : III
 Date of Commencement : 12.8.20 Last Working Day : 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1-	
End of the Second Month	14	14	88.1-	
End of the Third Month	16	16	100.1-	 Fm/20
End of the Fourth Month				

J. M. Muthu
13/11/2020

PRINCIPAL

Attendance Particulars

Softskills

Roll No.	Name	Date	29	5	12	3	10	24	31	7
		Month	8	9	9	10	10	10	10	11
		Period	3	3	3	3	3	3	3	3
1	M. Ananthi		/	/	/	a	/	/	/	/
2	A. Aasha		/	/	/	/	/	a	/	/
3	P. Abishhek		/	/	/	/	/	/	/	/
4	Ela Ananth		/	/	/	/	/	/	a	/
5	M. Ananthavalli		/	/	/	/	/	/	/	/
6	J. Anitha		/	/	/	/	/	/	/	a
7	R.K. Aniz		/	/	/	/	/	/	/	/
8	S. Aparna		/	/	/	/	/	/	/	/
9	R. Arun Kumar		/	/	a	/	/	/	/	/
10	R. Anuraj		a	/	/	/	/	/	/	/
11	M. Dhivyakalki		/	/	/	/	/	/	/	/
12	K. Divagar		/	/	/	/	/	/	/	/
13	S. Durgadevi		/	/	/	/	/	a	/	/
14	B. Ganesh		/	/	/	/	/	/	/	/
15	A. Kanya		/	/	/	/	/	/	/	/
16	M. Keethika		/	/	/	/	/	/	/	/
17	B. Kiruthika		/	/	a	/	/	/	/	/
18	G. Latchayassi		/	/	/	/	/	/	/	/
19	D. Mounish Rajiah		/	/	/	/	/	/	/	/
20	R. Nageswari		/	/	/	/	/	/	/	/
21	C. Nivetha		/	/	/	/	/	/	/	/
22	T. Nivetha		/	/	/	/	/	/	/	a
23	G. Prabhu		/	/	/	/	/	/	/	/
24	S. Priyadharshini		/	/	/	/	/	/	/	/
25	K. Ramya		/	/	a	/	/	/	/	/

Attendance Particulars

Roll No.	Name	Date								
		Month	29	5	12	3	10	24	31	7
		Period	8	9	9	10	10	10	10	11
26	S. Santhiya	3	3	3	3	3	3	3	3	
27	A. Sarika	1	1	1	1	1	1	1	1	
28	T. Sheela	1	1	1	1	1	1	1	1	
29	P. Shobiga	1	1	1	1	1	1	1	1	
30	C. Srimathi	1	1	a	1	1	1	1	1	
31	R. Suriya	1	1	1	a	1	1	1	1	
32	D. Sushma	1	1	1	1	1	1	1	1	
33	B. Tamil Selvan	1	1	1	1	1	1	1	1	
34	S. Thirumurugan	1	1	1	1	1	1	1	1	
35	P.V. Vaishnavi	a	1	1	1	1	1	1	1	
36	M. Vinodha	1	1	1	1	1	1	1	1	
37	G. Vinodhini	1	1	1	1	1	1	1	1	
38	V. Vishwabharathy	1	1	1	1	1	1	1	1	
39	K. Arunkumar	1	1	1	1	1	1	1	1	
40		a	1	a	1	1	1	1	1	
41										
42										
43										
44										
45										
46										
47										
48	Present									
49	Absent	36	39	35	37	39	36	36	37	
50	Signature	3	-	4	2	-	3	3	2	

Attendance and Assessment Record

Name of the Staff Dr. K. Sudhakar Dept T&P
Dr. B. Ramankumar
 Name of the Subject Softskills, Aptitude code _____
 Branch Civil
 Semester V Year III
 Date of Commencement : 12.8.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1	
End of the Second Month	14	14	88.1	
End of the Third Month	16	16	100.1	
End of the Fourth Month				

PRINCIPAL

Attendance Particulars

SoftSkills

Roll No.	Name	Date	29	5	12	3	10	24	31	7	
		Month	08	9	9	10	10	10	10	11	
		Period	3	3	3	3	3	3	3	3	
1	P. Abinaya		/	/	/	/	/	/	a	/	
2	M. Aravindh		/	/	/	a	/	/	/	/	
3	S. Chandru		/	/	/	/	/	/	/	/	
4	V. Deenathayalan		/	a	/	/	/	/	/	/	
5	D. Dhinakaran		/	/	/	/	a	/	/	/	
6	S. Jayalakshmi		/	/	/	/	/	/	/	/	
7	S. Jayashree		/	/	/	/	/	/	/	/	
8	A. Joshi		/	/	/	/	/	/	/	/	
9	S. Kalai Kumar		a	/	/	/	/	/	/	/	
10	S. Karikalan		/	/	/	/	/	/	/	/	
11	M. Manikandan		/	/	/	/	/	/	/	/	
12	R. Nandhini		/	/	/	/	/	/	/	/	
13	R. Padmareka		/	/	/	/	/	/	/	/	
14	A. Patrick Antony Samy		/	/	/	/	/	/	/	/	
15	C. Parithra		/	/	/	/	/	/	/	/	
16	B. Priyanka		/	/	/	/	/	/	/	/	
17	K. Reesika		/	/	/	/	/	/	/	a	
18	N. Samila		/	/	/	/	/	/	/	/	
19	T. Sethubala		/	/	/	/	/	/	/	/	
20	M. Thilak		/	/	/	/	/	/	/	/	
21	R. Vijaya prakash		/	/	/	/	a	/	/	/	
22	J. Vineth Kumar		/	/	/	/	/	/	/	/	
23	J. Abraham Raja		a	/	/	/	/	/	/	/	
24	S. Jegan		/	/	/	/	/	/	/	/	
25	S. Rahini		/	/	/	/	/	/	/	/	

Attendance Particulars

Roll No.	Name	Date	29	5	12	3	10	24	31	7		
		Month	8	9	9	10	10	10	10	11		
		Period	3	3	3	3	3	3	3	3		
26	M. Sivashankar		1	1	1	2	1	1	1	1		
27	B. Vaitheeswaran		1	1	1	1	1	1	2	1		
28												
29												
30												
31												
32												
33												
34												
35												
36												
37												
38												
39												
40												
41												
42												
43												
44												
45												
46												
47	Present		25	26	27	28	25	27	26	26		
48	Absent		2	1	-	2	2	-	1	1		
49	Signature											

Name of the Staff

Hr. B. Suresh Babu

Dept T&P

Name of the Subject

SS, Aptitude

Code _____

Branch

EEE

Semester

V

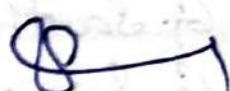
Year III

Date of Commencement

12.8.20

Last Working Day

13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38%	
End of the Second Month	14	14	88%	
End of the Third Month	16	16	100%	 7/11/20
End of the Fourth Month				

J. Praveen
13/11/2020

PRINCIPAL

Attendance Particulars

Soft Skills

Roll No.	Name	Date	29	5	12	3	10	24	31	7	
		Month	8	9	9	10	10	10	10	11	
		Period	3	3	3	3	3	3	3	3	
1	U. Abirami		/	/	/	/	/	/	/	a	
2	A. Akesh Sathiya		/	/	/	a	/	/	/	/	
3	K. Bavana		/	/	/	/	/	/	/	/	
4	S. Chandakumar		/	/	/	/	/	/	/	/	
5	S. Chandapriya		a	/	/	/	/	/	/	/	
6	S. Jegadeswaran		/	/	/	/	/	/	/	/	
7	R. Jayaprakash		/	/	/	/	a	/	/	/	
8	K. Karthikeyan		/	a	/	/	/	/	/	/	
9	M. Kariya		/	/	/	/	/	/	/	/	
10	S. Mohamed Halith		/	/	/	/	/	/	/	/	
11	S. Priyadharshini		/	/	/	/	/	a	/	/	
12	G. Santhosh		/	/	/	/	/	/	/	/	
13	G. Santhosh		/	/	/	/	/	/	/	/	
14	K. Varanth		/	/	/	/	/	/	/	/	
15	M. Premalatha		/	/	/	/	/	/	/	/	a
16											
17											
18											
19											
20											
21											
22	Present		14	14	15	14	14	14	15	13	
23	Absent		1	1	-	1	1	1	-	2	
24	Signature		n	n	n	n	n	n	n	n	
25											

Attendance and Assessment Record

Mr. B. Suresh Babu

Name of the Staff

: Ms. R. Senganya

Dept

TEP

Name of the Subject

: SS. Aptitude

Code

Branch

CSE

Semester

V

Year

III

Date of Commencement

: 12.8.20

Last Working Day

13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1.	
End of the Second Month	14	14	88.1.	
End of the Third Month	16	16	100.1.	
End of the Fourth Month				

J. Monu
07

Attendance Particulars

Soft Skills

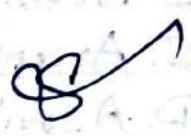
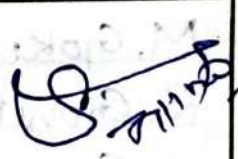
Roll No.	Name	Date	29	5	12	3	10	24	31	7		
		Month	8	9	9	10	10	10	10	11		
		Period	3	3	3	3	3	3	3	3		
1	M. Abarna		/	/	/	/	a	/	/	/		
2	N. Abinaya		/	/	/	/	/	/	/	/		
3	K. Abirami		/	/	/	/	/	/	/	/		
4	M. Abirami		/	/	a	/	/	/	/	/		
5	P. Abirami		/	/	/	/	/	/	/	/		
6	T. Aburvanayaki		/	/	/	/	/	/	a	/		
7	K. Aishwarya		/	/	/	/	/	/	/	/		
8	A. Archana		/	/	/	/	/	/	/	/		
9	G. Arunkumar		/	/	/	/	/	/	/	/		
10	M. Babu		a	/	/	/	/	/	/	/		
11	V. Deepika		/	/	/	/	/	/	/	/		
12	T.R. Dhanshini		/	/	/	/	/	/	/	/		
13	G. Divyabhavathi		/	/	/	/	/	/	/	/		
14	J. Gayathri		/	/	/	/	/	/	/	/		
15	K. Gayathri		/	/	/	/	/	/	/	/		
16	B. Gunaseelan		/	/	/	/	/	/	/	/		
17	E. Haribaran		/	/	/	/	/	/	/	/		
18	S. Iswarya		/	/	/	/	/	/	/	/		
19	M. Jemina Esther Grace		/	/	/	/	a	/	/	/		
20	M. Kamalapriya		/	/	/	/	/	/	/	/		
21	V. Keethana		/	/	a	/	/	/	/	/		
22	S. Nandha Kishore		/	/	/	/	/	/	/	/		
23	N. Nassrin Banu		/	/	/	/	/	/	/	/		
24	N. Nanthiya devi		/	/	/	/	/	/	/	/		
25	V. Naveen Sundhar		/	/	/	/	/	/	/	/		

Attendance Particulars

Sl. No.	Name	Date								
			01	02	03	04	05	06	07	08
20	R. Padmanaban		/	/	/	/	/	/	/	/
21	G. Priya		/	/	/	/	/	/	/	/
28	M. Palyadharshini		/	/	/	/	/	/	/	/
29	R. Palyadharshini		/	/	/	/	/	/	/	/
30	J. Ramya		/	/	/	/	/	/	/	/
31	T. Radhakumari		/	/	/	/	/	/	/	/
32	R. Sarathkumar		/	/	/	/	/	/	/	/
33	T. Selvarani		/	/	/	/	/	/	/	/
34	T. Sivarajani		/	/	/	/	/	/	/	/
35	K. Sneha		/	/	/	/	/	/	/	/
36	S. Sneha		/	/	/	/	/	/	/	/
37	K. Sowmiya		/	/	/	/	/	/	/	/
38	C. Srinithi		/	/	/	/	/	/	/	/
39	S. Suruthi		/	/	/	/	/	/	/	/
40	R. Surya		/	/	/	/	/	/	/	/
41	P. Vaishnavi		/	/	/	/	/	/	/	/
42	S. Vithyadharan		/	/	/	/	/	/	/	/
43	D. Gopinathan		/	/	/	/	/	/	/	/
44	R. Sindhu		/	/	/	/	/	/	/	/
45										
46										
47										
48		Present	42	44	41	44	41	44	42	43
49		Absent	2	-	3	-	3	-	2	1
50		Signature								

Attendance and Assessment Record

Name of the Staff : Dr. K. Sudhakar Dept T&P
 Name of the Subject : SS, Aptitude Code _____
 Branch : Mechanical
 Semester : V Year : III
 Date of Commencement : 12.8.20 Last Working Day : 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1.	
End of the Second Month	14	14	88.1.	
End of the Third Month	16	16	100.1.	
End of the Fourth Month				

Attendance Particulars

Roll No.	Name	Date	29	5	12	3	10	24	31	7
		Month	8	9	9	10	10	10	10	11
		Period	3	3	3	3	3	3	3	3
			/	/	/	a	/	/	/	/
1	M. Abinaya		/	/	/	/	/	/	/	/
2	B. Abinash		/	/	/	/	/	/	/	/
3	B. Akash		a	/	/	/	/	/	/	/
4	R. Akash (23. 01. 2001)		/	/	/	/	/	/	/	/
5	R. Akash (06. 05. 2001)		/	/	/	/	/	/	/	/
6	D. Akash Raja		/	/	/	/	/	/	/	/
7	C. Akilarasan		/	/	/	/	/	/	/	/
8	E. Arunselvam		/	/	/	/	/	/	/	/
9	S. Arunpandiyan		/	/	/	/	/	/	/	/
10	D. Aswin		/	/	/	/	/	/	/	/
11	D. Ayyappan		/	/	/	/	/	/	/	/
12	D. Birthiraj		/	/	/	/	/	a	/	/
13	K. Chandru		/	/	/	/	/	/	/	/
14	S. Fazilahamed		/	/	/	/	/	/	/	/
15	M. Gokula Krishnan		a	/	/	/	/	/	/	/
16	R. Gowthaman		/	/	/	/	/	/	/	/
17	C. Guhan		/	/	/	/	/	/	/	/
18	B. Jayaraj		/	/	/	/	/	/	/	/
19	S. Jegathish		/	/	/	/	/	/	/	/
20	X. Jerome		/	/	/	/	/	/	/	/
21	M. Kailash Kumar		/	/	/	/	/	/	/	/
22	R. Karthikeyan		/	/	/	/	/	/	/	/
23	S. Karthikeyan		/	/	/	/	/	/	/	/
24	M.M. Keelthigopal		/	/	/	/	/	/	/	/
25	S. Krithick Roshan		a	/	/	/	/	/	/	/

Roll No.	Name	Date									
		Month									
		Period									
		29	5	12	3	10	24	31	7		
		8	9	9	10	10	10	10	11		
		3	3	3	3	3	3	3	3		
26	M. Maheswaran	/	/	/	/	/	/	/	/		
27	P. Manikandan	/	/	/	/	/	/	/	/		
28	E. Midhunkumar	/	/	/	/	/	/	/	/		
29	B. Muralidharan	/	/	/	/	/	/	/	/		
30	U. Muthukumaran	a	/	/	/	/	/	/	/		
31	S. Naveen	/	/	a	/	/	/	/	/		
32	D. Parithraj	/	/	/	/	/	/	/	/		
33	P. Pragheesh	/	/	/	/	/	/	/	/		
34	R. Rejadhurai	/	/	/	/	/	/	/	/		
35	R.M. Rajagopalraja	/	/	/	/	/	/	/	/		
36	M. Ramkumar	/	/	/	a	/	/	/	/		
37	B. Ranjith	/	/	/	/	/	/	/	/		
38	G. Rengasamy	/	/	/	/	/	/	/	/		
39	S. Samuel	/	/	/	/	/	/	/	/		
40	S. Sanjay Kumar	/	/	/	/	/	/	/	/		
41	K. Selvaganapathy	/	/	/	/	/	/	/	/		
42	C. Senthil Kumar	a	/	/	/	/	/	/	/		
43	S. Sivasankar	/	/	/	/	/	/	/	/		
44	S. Surya	/	/	/	/	/	/	/	/		
45	S. Tamilarasan	/	/	/	/	/	a	/	/		
46	A. Vanjination	/	/	/	/	/	/	/	/		
47	V. Veeraragavan	/	/	/	/	/	/	/	/		
48	R. Vengatesh	/	/	/	/	/	/	/	/		

Attendance Particulars

Soft Skills

Roll No.	Name	Date	29	5	12	3	10	24	31	7
		Month	8	9	9	10	10	10	10	11
		Period	3	3	3	3	3	3	3	3
51	M. Vignesh		/	/	/	/	/	/	/	/
52	J. Vigneshwaran		/	a	/	/	/	/	/	/
53	K. Vigneshwaran		/	/	/	/	/	/	/	/
54	M. Vijayaparthiban		/	/	/	/	/	/	/	a
55	G. Vivek Sarathi		/	/	/	/	/	/	/	/
56	J. Yageshwaran		/	/	/	/	/	/	/	/
57	V. Ramanan		/	/	a	/	/	/	/	/
58	M. Ranjith kumar		/	/	/	/	/	/	/	/
59	E. Dhanasekar		/	/	/	/	/	/	/	/
60										
61										
62										
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65										
66										
67										
68										
69										
70										
71										
72										
73										
74										
75										
No. of Students		Present	54	58	57	57	59	56	59	57
		Absent	5	1	2	2	-	3	-	2
		Staff Signature	Sd/	Sd/	Sd/	Sd/	Sd/	Sd/	Sd/	Sd/



DEPARTMENT OF TRAINING AND PLACEMENT
ADD ON PROGRAM REPORT
ACADEMIC YEAR 2020-2021

NAME OF THE PROGRAM: ADD ON PROGRAM

YEAR/SEM: ALL FINAL YEARS / ODD/EVEN (CIVIL, CSE, ECE, EEE MECH)

DURATION: 30 HOURS

NUMBER OF STUDENTS BENEFITED: 208

NAME OF THE RESOURCE PERSON: SOFT SKILLS - Mr.K.SUDHAKAR & Mr.B.SURESHBABU

APTITUDE - Mr.B.BARANKUMAR & Ms.P.SUGANYA

Training and Placement conducts Soft Skills classes as a separate Certificate Program for students in the II, III, and IV years along with their regular academic schedules. The program aims to develop students' capabilities to match market requirements for interpersonal skills and quantitative aptitude such as communication skills, interview skills, group discussion abilities, problem-solving capabilities, analytical abilities, etc. The syllabus and course plan for both the ODD and even semesters are prepared and distributed separately.

Sessions on soft skills and quantitative aptitude were conducted in accordance with the T&P department's syllabus for the academic year 2020-2021. Our thirty hours of training material for the II, III and final year students are designed to enhance their potential on communication skills, interpersonal ability, problem-solving skills and analytical ability. An intensive course on employability skills is conducted in the classroom and at home to increase the students' employability skills. A series of quantitative aptitude exercises are conducted on various topics including data interpretation, percentages, number classification, and arithmetic aptitude.

Besides this, students in final year undergo an intensive training program on aptitude, soft skills and technical skills to improve their employability. This is followed by several campus interviews. Students are ensured that they join companies at the right time, to the mutual benefit of the company and the students.

ASSESSMENT PROCEDURE

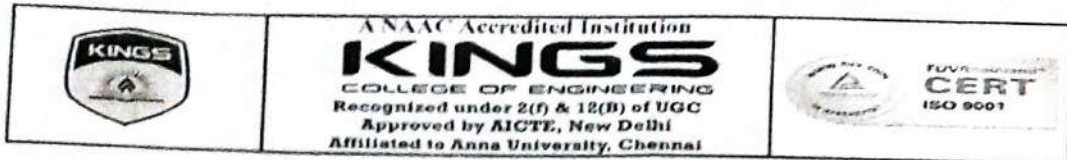
- There will be more frequent assessments for communication skills, body language, and interview skills for the final year students.
- Mock interviews and group discussions will be conducted
- An aptitude test for quantitative skills is conducted on different topics such as interpreting data, percentages, number series, arithmetic aptitude, profit and loss, simple and compound interest, and age evaluations.

OUTCOME OF THE PROGRAM

At the end of the course, the students will be able to

- Realize better about the career prospects for their discipline.
- Master in the interview skills and apply them.
- Gather and use skills required to succeed in group discussion.
- Enough confidence and knowledge on better work culture.

VP/HEAD-T&P



MODULE

QA07 / QUANTITATIVE APTITUDE - IV YEAR (Seventh Semester)

Coding and Decoding - Introduction, important condition and types of number coding and alphabets coding - Analogy.	2
Time, Speed and Distance - Definition, Formulas and Conditions - Sample Problems	2
Time and work - Definition - working with different efficiencies	2
Blood Relations - Definition - generation related problems on blood relation.	2

Total Periods: 08

20/12/20

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20/12/20
STAFF INCHARGE

[Signature]
20/12/20 20

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20/12/20
VP/HEAD T & P



DEPARTMENT OF TRAINING & PLACEMENT

COURSE PLAN

Sub. Name	: Quantitative Aptitude/QA07	Branch / Year / Sem	: B.E (All Branch/IV/VII)
Staff Name	: Ms P.Suganya & Dr. B. Barankumar	Batch	: 2016-2020
		Academic Year	: 2019-20(ODD)

COURSE OBJECTIVE:

1. To learn the importance of quantitative aptitude to compete in the recruitment process.
2. To accomplish the knowledge on the basics of aptitude and solving methods.
3. To build skills to solve various problems using shortcut methods.
4. To expose the enabling methodologies in solving the aptitude.

TEXT BOOK:

T1. Quantitative Aptitude - R.S. Aggarwal – S. Chand Publications

T2. A Modern Approach to the verbal & Non – verbal reasoning – R.S. Aggarwal

WEB RESOURCES

- W1.** www.indiabix.com – Coding and Decoding
W2. www.indeed.com - Time, Speed and Distance
W3. www.freshersworld.com – Time and Work
W4. www.testpot.com – Blood Relation
W5. www.math4.com - Coding and Decoding

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
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CODING AND DECODING

(2)

1.	Introduction, important condition and types of number coding and	T2 W1	213 - 219	BB/PPT	1	1
2.	Alphabets coding - Analogy.	T2 W5	194 - 200	BB/PPT	1	2

LEARNING OUTCOME

At the end of unit, students should be able to

- Analyze the concept of coding and decoding concepts
- Solve the problems on coding, alphabets coding and analogy.

TIME, SPEED AND DISTANCE

(2)

3.	Definition - Formulas and Conditions	T1 W2	384 - 386	BB/PPT	1	3
4.	Sample Problems	T1	387 - 393	BB/PPT	1	4

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of Reasoning and its types.
- Identify the alphabetical and numerical types of problems

TIME AND WORK

(2)

5.	Definition - working with different efficiencies	T1 W3	341 - 344	BB/PPT	1	7
6.	Types of time and work problems	T1	345 - 370	BB/PPT	1	8

LEARNING OUTCOME

At the end of unit, students should be able to

- Analyze the functioning of time and work
- Solve the problems on time and work

BLOOD RELATIONS

(2)

7.	Definition - generation related problems	T2 W4	654 - 665	BB/PPT	1	9
8.	Problems on blood relation.	T2 W4	261 - 276	BB/PPT	1	10

LEARNING OUTCOME

At the end of unit, students should be able to

- Describe common logarithms and Exponential form
- Identify the application of logarithms

COURSE OUTCOME

At the end of the course, the students will be able to

- Analyze the concepts and formulae for various quantitative aptitude methods.
- Identify and apply the various shortcut methods to solve the problems in aptitude.
- Enough confidence and knowledge on approaching aptitude.

CONTENT BEYOND THE SYLLABUS

1. Solving various Company Question papers.


20/12/20
P. Suganya

Prepared by

Ms. P. SUGANYA

Mr. B. BARANKUMAR


20/12/20

Verified By

VP/HEAD


20/12/2020

Approved by

PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFT SKILLS (SK07) - IV YEAR (Seventh Semester)

1. Soft Skills for professionals

2

Creativity-Innovation-collaboration in the work place - Time Management- Stress Management.

2. Communication Skills

2

Effective communication for the work place - ways to develop communication - Role of Body Language during interview.

Activity - Testing the Communication skills of the students by providing various activities.

3. Interview Skills

2

A to Z of interview - Types of interview- Questions Asked - Reason for rejecting the candidate, on the day of interview - Dos and Don'ts in interview.

Activity: Mock interview

4. Group Discussion

2

Need and Scope - Characters Tested in a GD - Behavior in GD - Essential Elements

Activity: List of recent topics discussed

Total Periods: 08

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STAFF INCHARGE

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 20/11/20

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 20/12/2020

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 20/12/20
VP/HEAD (T&P)



DEPARTMENT OF TRAINING & PLACEMENT COURSE PLAN

Sub. Name/Code: Soft Skills / SK07	Branch / Year / Sem : B.E (All Branches/IV/VII)
Staff Name: Mr. B. Suresh Babu & Mr. K. Sudhakar	Batch : 2017-2021 Academic Year : 2020-21(ODD)

COURSE OBJECTIVE:

1. To learn the importance of interview skills to compete in the recruitment process.
2. To accomplish the knowledge on the basics of stress management.
3. To build skills to participate in group discussions.
4. To impart and enhance the skills required for work culture to stick on for corporate life.
5. To build a better career opportunity path.

TEXT BOOKS

T1. Soft Skills – Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

WEB RESOURCES

- W1:** <https://study.com/academy/course/soft-skills-for-engineers.html>
W2. <http://study.com/academy/lesson/cultural-diversity-in-the-workplace-definition-trends-examples.html>
W3. <https://www.interviewbest.com/member/presentation>
W4. <http://www.gcflearnfree.org/interviewingskills/>
W5: <http://placement.freshersworld.com/basic-skills-required-for-gd/33121993>

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
Soft Skills for professionals						2
1.	Creativity-Innovation-collaboration in the work	W1 T1	42-44	PPT BB, Class Room Exercise	1	1
2.	Time Management- Stress Management.	W1 T1	50-52 53-54	BB, Class Room Exercise	1	2
LEARNING OUTCOME At the end of unit, students should be able to - Understand the importance of creativity and innovation in professional field. - Analyze the role of time management for professional jobs - Identify the ways to handle the stress in professional life						
Communication Skills						2
3.	Effective communication for the work place, ways to develop communication	T1	38-39	PPT	1	3
4.	Role of Body Language during interview.	T1	40-41	PPT, Video, BB Class Room Exercise	1	4
LEARNING OUTCOME At the end of unit, students should be able to - Awareness about the need for the communication skills for effective job performance - Analyze the various ways to develop communication skills - Understand the role of body language during the interview process						
Interview Skills						2
5.	A to Z of interview – Types of interview, Questions Asked	T1, W3	25-27 28-29	PPT BB, Class Room Exercise	1	5
6.	Reason for rejecting the candidate – on the day of interview, Dos and Don'ts in interview	T1	78-79 80-82	PPT, Video, BB, Class Room Exercise	1	6
LEARNING OUTCOME At the end of unit, students should be able to - Understand the concept of interview. - Analyze about skills related to attend interviews. - Awareness about the reasons for rejection of candidature						
Group Discussion						2
7.	Need and Scope – Characters Tested in a GD	T1	71-72	PPT, Video	1	7
8.	Behavior in GD – Essential Elements	W5	73-74	PPT, Video, Class Room Exercise	1	8
LEARNING OUTCOME At the end of unit, students should be able to - Understand the concept of group discussion - Identify the skills and behaviors required to attend a group discussion - Ascertain dos and don'ts in group discussions						

FORMAT : QP09

COURSE OUTCOME

At the end of the course, the students will be able to,

- Choose a best career for better future.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress for the self-development.
- Enough confidence and knowledge on approaching work culture.

EVALUATION TEST: Mock interviews and Group Discussions

B. Suresh 20/12/20
K. Sudhakar 20/12/20

Prepared by

Mr. B. SURESHBABU

Mr. K.SUDHAKAR

20/12/20

Verified By
VP/HEAD (T&P)

J. M. M. 20/12/2020

Approved by

PRINCIPAL

TRAINING MODULES

QA08 - QUANTITATIVE APTITUDE - IV YEAR (Eighth Semester)

Problems on numbers - Introduction, types of numbers, test of divisibility - numbers based company question papers 4

Problems on ages - Introduction, types of forward and backward problems on ages 3

Seating Arrangement- Definition and conditions of seating arrangement -Linear arrangement - Circular arrangement - company question papers 3

Reasoning - Introduction, types of reasoning, logical reasoning and deductive reasoning and company question papers 4

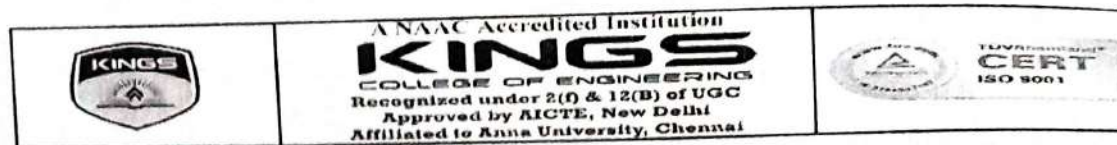
Profit and Loss - Definition, Formulae and its types - profit and loss problems - difference between profit and loss 4

Total Periods: 18

P. Srinivas
10/2/21
STAFF INCHARGE

J. Praveen Kumar
10/02/2021

[Signature]
10/2/21
VP/HEAD (T&P)



DEPARTMENT OF TRAINING & PLACEMENT

COURSE PLAN

Sub. Name	: Quantitative Aptitude/QA08 Branch/ Year/Sem :B.E (All Branch/IV/VIII)		
Staff Name	: Ms P.Suganya	Batch	: 2017-2021
	: Dr.B.Barankumar	Academic Year	: 2020-21(Even)

COURSE OBJECTIVE:

1. To learn the importance of quantitative aptitude to compete in the recruitment process.
2. To accomplish the knowledge on the basics of aptitude and solving methods.
3. To build skills to solve various problems using shortcut methods.
4. To expose the enabling methodologies in solving the aptitude.

TEXT BOOKS

- T1.** Quantitative Aptitude - R. S. Aggarwal – S. Chand Publications
T2. A Modern Approach to the verbal & Non – verbal reasoning – R.S. Aggarwal

WEB RESOURCES

- W1.** www.indiabix.com – Problems on numbers, Problems on ages
W2. www.indeed.com – Seating arrangement
W3. www.freshersworld.com – Reasoning
W4. www.testpot.com – Profit and Loss
W5. www.math4.com – Problems on numbers, Seating arrangement

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
Problems on numbers (4)						
1.	Problems on numbers – Introduction – Conditions of numbers	T1,W1	1-2	BB/PPT	1	1
2.	Types of numbers – Prime and Composite numbers	T1,W1	3-4	BB/PPT	1	2
3.	Test of divisibility –Short cuts	T1,W5	4 -9	BB/PPT	1	3
4.	Number based company questions	T1,W5	Classroom Activity			4

LEARNING OUTCOME

At the end of unit, students should be able to

- Analyze the concept of problems on numbers concepts
- Solve the problems on test of divisibility

Problems on ages (3)

5.	Problems on ages – Introduction - conditions	T1,W1	182 -183	BB/PPT	1	5
6.	Types of forward problems – after and hence method	T1,W1	184 -186	BB/PPT	1	6
7.	Types of backward problems – ago and before method	T1,W1	186 190	BB/PPT	1	7

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of problems on age and its types.
- Identify the forward and backward types of problems

Seating Arrangements (3)

8.	Definition -conditions	T2,W2	371 -373	BB/PPT	1	8
9.	Linear arrangement – sample problems	T2,W2	374 - 376	BB/PPT	1	9
10.	Circular arrangement – sample problems	T2,W5	376 - 380	BB/PPT	1	10

LEARNING OUTCOME

At the end of unit, students should be able to

- Analyze the seating arrangement problem
- Describe the conditions linear and circular arrangement

Reasoning (4)

11.	Introduction - Conditions	T2,W3	208 - 215	BB/PPT	1	11
12.	Types of reasoning – Logical reasoning – deductive reasoning	T2,W3	216 -230	BB/PPT	1	12
13.	Logical reasoning – Problems	T2	230 -233	BB/PPT	1	13
14.	Deductive reasoning - Problems	T2	234-240	BB/PPT	1	14

LEARNING OUTCOME

At the end of unit, students should be able to

- Describe Concept of reasoning
- Analyze and solve the problems on logical and deductive reasoning

Profit & Loss						
15.	Definitions - formulae- Conditions	T1, W4	251-252	BB/PPT	1	15
16.	Profit - sample Problems	T1, W4	253 -256	BB/PPT	1	16
17.	Loss - Sample problems	T1	257 -269	BB/PPT	1	17
18.	Profit and loss - sample Company questions	Classroom Activity				18

LEARNING OUTCOME

At the end of unit, students should be able to

- Describe Concept of Profit and Loss
- Analyze the difference between profit and loss

COURSE OUTCOME

At the end of the course, the students will be able to

- Analyze the concepts and formulae for various quantitative aptitude methods.
- Identify and apply the various shortcut methods to solve the problems in aptitude.
- Enough confidence and knowledge on approaching aptitude.

CONTENT BEYOND THE MODULES

1. Solving various Company Question papers.

[Signature]
10/2/21

P. Suganya
10/2/21

Prepared by

Ms. P. SUGANYA

Dr. B. BARANKUMAR

[Signature]
10/2/21

Verified By

VP HEAD/T&P

J. Ananth
10/2/21

Approved by
PRINCIPAL



DEPARTMENT OF TRAINING & PLACEMENT
SYLLABUS
SOFT SKILLS (SK08) – IV YEAR (Eight Semester)

1. Interview Skills

3

A to Z of interview – Types of interview – Phone interview – Questions Asked – Reason for rejecting the candidate – on the day of interview.

2. Group Discussion

3

Need and Scope – Characters Tested in GD – Tips on GD – Types of GD – Skills Required in a GD – Behaviour in GD – Essential Elements – GD Etiquette – Non Verbal Communication in a GD – Character Tested in GD.

3. Career Planning

3

Introduction – Guidelines for choosing a career plan – Tips for successful career planning – Exercise – Test your career interest – Case Study – Thyrocare's Velumani Business Model.

4. Work Culture

3

Introduction to Values – formation of values – Types of values – Individual behavior in work place – team building – Skills needed for team work – A model of team building – role team members – Exercise – Test your team work skills

5. Leadership Qualities

3

Introduction – types of leadership – Leaders are born or made – common skills required for a successful leader – communication skills, public speaking skills, attitude, perseverance, empathy & etc

6. Stress Management

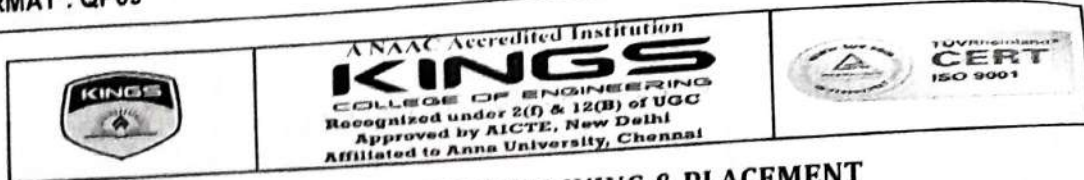
3

Introduction – Kinds of stress – Sources of stress – Effects of stress – Spotting stress in you – Exercise – Test your level of stress.

Total Periods: 18

J. Praveen
10/02/2021
B. S. M.
10/2/21
STAFF INCHARGE

[Signature]
10/2/21
VP/HEAD (T&P)



DEPARTMENT OF TRAINING & PLACEMENT COURSE PLAN

Sub. Name/Code: Soft Skills / SK08
Staff Name: Mr. B. Suresh Babu &
Mr. K. Sudhakar

Branch / Year / Sem : B.E (All Branches/IV/VIII)
Batch : 2017-2021
Academic Year : 2020-21(EVEN)

COURSE OBJECTIVE:

1. To learn the importance of interview skills to compete in the recruitment process.
2. To accomplish the knowledge on the basics of stress management.
3. To build skills to participate in group discussions.
4. To impart and enhance the skills required for work culture to stick on for corporate life.
5. To build a better career opportunity path.

TEXT BOOKS

T1. Soft Skills - Know yourself and the world - Dr. K. Alex- S. Chand & Co Ltd.

WEB RESOURCES

- W1: <https://study.com/academy/course/soft-skills-for-engineers.html>
W2: <http://study.com/academy/lesson/cultural-diversity-in-the-workplace-definition-trends-examples.html>
W3: <https://www.interviewbest.com/member/presentation>
W4: <http://www.gcflearnfree.org/interviewingskills/>
W5: <http://placement.freshersworld.com/basic-skills-required-for-gd/33121993>
W6: https://onlinecourses.nptel.ac.in/noc19_mg34/preview

Topic No	Topic	Books for Reference	Page No.	Teaching Methodology	No. of Hours Required	Cumulative No. of periods
Interview Skills						3
1.	A to Z of interview – Types of interview – Phone interview	W1 T1	205 - 206	PPT	1	1
2.	Questions Asked – Reason for rejecting the candidate	W1 T1	206 - 208	BB, Class Room Exercise	1	2
3.	on the day of interview	T1	208	BB, Class Room Exercise	1	3

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the importance of creativity and innovation in professional field.
- Analyze the role of time management for professional jobs
- Identify the ways to handle the stress in professional life

Group Discussion**3**

4.	Need and Scope – Characters Tested in a GD – Tips on GD – Types of GD	T1	149 – 152	PPT	1	4
5.	Skills Required in a GD – Behaviour in GD Essential Elements	T1	152 – 153	PPT, Video, BB	1	5
6.	GD Etiquette – Non Verbal Communication in a GD, Character Tested in GD	T1	154 – 156 149	PPT, Video, BB	1	6

LEARNING OUTCOME

At the end of unit, students should be able to

- Awareness about the need for the communication skills for effective job performance
- Analyze the various ways to develop communication skills
- Understand the role of body language during the interview process

Career Planning**3**

7.	Introduction – Guidelines for choosing a career plan	T1, W3	59 – 62	PPT, BB, Class Room Exercise	1	7
8.	Tips for successful career planning	T1	62 – 63	PPT, Video, BB	1	8
9.	Test your career interest	T1	65	PPT, Video, BB	1	9

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of interview.
- Analyze about skills related to attend interviews.
- Awareness about the reasons for rejection of candidature

Work Culture**3**

10.	Introduction to Values – formation of values – Types of values – Individual behavior in work place.	T1	34 - 39	PPT, Video	1	10
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11.	team building - Skills needed for team work - A model of team building	T1 W5	136 - 140	PPT, Video, Class Room Exercise	1	
12.	Role of team members - Exercise - Test your team work skills	T1	142	PPT, Video	1	12

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of group discussion
- Identify the skills and behaviors required to attend a group discussion
- Ascertain dos and don'ts in group discussions

Leadership Qualities

3

13.	Introduction - types of leadership - Leaders are born or made	W6	-	PPT, Video	1	13
14.	common skills required for a successful leader	W6	-	PPT, Video, Class Room Exercise	1	14
15.	communication skills, public speaking skills, attitude, perseverance, empathy & etc	W1	-	PPT, Video	1	15

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of leadership
- Identify the skills and behaviors required to become a good leader

Stress Management

3

16.	Introduction - Kinds of stress - Sources of stress	T1	237 - 240	PPT, Video	1	16
17.	Effects of stress - Spotting stress in you	T1	238 - 244	PPT	1	17
18.	Exercise - Test your level of stress.	T1	248	PPT, Video	1	18

LEARNING OUTCOME

At the end of unit, students should be able to

- Understand the concept of Stress Management
- Know the effects of stress in physical issues and work environment

COURSE OUTCOME

At the end of the course, the students will be able to,

- Choose a best career for better future.
- Understand and apply the interview skills.
- Identify and apply skills required to get through in group discussions.
- Awareness about the role of stress for the self-development.
- Enough confidence and knowledge on approaching work culture.

EVALUATION TEST: Mock interviews and Group Discussions

B. Suresh Babu 10/2/21

K. Sudhakar

Prepared by

Mr. B. SURESHBABU

Mr. K.SUDHAKAR

10/2/21

Verified By
VP/HEAD (T&P)

10/2/2021

Approved by
PRINCIPAL

Attendance and Assessment Record

Name of the Staff : Ms. P. Suganya Dept T&P

Name of the Subject : SS, Aptitude Code _____

Branch CSE

Semester VII Year IV

Date of Commencement : 12.8.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1.	
End of the Second Month	14	14	88.1.	
End of the Third Month	16	16	100.1.	
End of the Fourth Month				

J. D. D. D.
13/11/2020

Attendance Particulars

Soft Skills

Roll No.	Name	Date	29	5	12	3	10	
		Month	8	9	9	10	10	
		Period	2	2	2	2	2	
1	S. Abimanyu		/	/	/	/	/	
2	P. Abinaya		/	/	/	/	/	
3	A. Abitha		/	a	/	/	/	
4	R. Anbarasan		/	/	/	/	/	
5	R. Azun		/	/	/	a	/	
6	N. Deepa		/	/	/	/	/	
7	S. Dhinakaran		/	/	/	/	/	
8	A. Gangaderi		/	/	/	/	/	
9	E. Gayathri		/	/	a	/	/	
10	V. Gopalakrishnan		a	/	/	/	/	
11	A. Hafeeza		/	/	/	/	/	
12	E. Jeevitha		/	/	/	/	/	
13	B. Kabilan		/	/	/	/	/	
14	M. Kannan		/	/	/	/	/	
15	C. Karthick Raja		/	/	/	/	/	
16	A. Karthik		/	/	/	/	/	a
17	B. Keethana		/	/	/	a	/	/
18	J. Linda Carolyn		a	/	/	/	a	/
19	A. Nany Priya		/	/	a	/	/	/
20	V. Ponsharan		/	/	/	/	/	/
21	E. Pooja		/	/	/	/	/	/
22	K. Praveen		/	/	/	/	/	/
23	B. Preetha		/	/	/	/	/	/
24	K. Priyadharshini		/	/	/	/	/	/
25	S. Santhosh Kumar		/	/	/	a	/	/

Attendance Particulars

Softskills

Roll No.	Name	Date	29	5	12	3	10	24	31	
		Month	8	9	9	10	10	10	10	1
		Period	2	2	2	2	2	2	2	2
26	S. Saradha priya		1	1	1	1	1	1	1	1
27	L. Sasikumar		1	1	1	1	1	1	1	1
28	A. Shalini		1	1	1	1	1	1	1	1
29	P. Shalini		1	1	1	1	1	a	1	1
30	F. Shiny Roja		1	1	1	1	1	1	1	0
31	R. Shigamala		1	1	a	1	1	1	1	1
32	C. Supaitha		1	1	1	a	1	1	a	1
33	B. Sweetha		a	1	1	1	1	1	1	1
34	B. Tharik Salman		1	1	1	1	1	1	1	1
35	S. Thendral		1	1	a	1	1	1	1	1
36	K. Thulasi		1	1	1	1	1	1	1	1
37	P. Udhaya		1	1	1	1	1	1	1	1
38	Y. Vasanth		1	1	1	a	1	1	1	1
39	R. Vasudevan		1	a	1	1	1	1	1	1
40	K. Venkatesh Raghu		1	1	1	1	1	1	1	1
41	B. Vignesh		1	1	a	1	1	1	1	1
42	S. Vimalraj		1	1	1	1	1	1	1	1
43	J. Pragathi		1	1	1	1	1	1	1	1
44	A. Gokul Raja		1	1	1	a	1	a	1	a
45										
46										
47										
48	Present		41	42	39	38	43	41	41	42
49	Absent		3	2	5	6	1	3	3	2
50	Signature		m	m	m	m	m	m	m	m

Attendance and Assessment Record

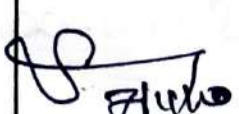
Name of the Staff : Ms. P. Suganya Dept T&P

Name of the Subject : SS. Aptitude Code _____

Branch EEF

Semester VII Year IV

Date of Commencement : 19.8.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38 %	
End of the Second Month	14	14	88 %	
End of the Third Month	16	16	100 %	
End of the Fourth Month				

J. Praveen
13/11/2020

PRINCIPAL

Attendance Particulars			Softskills									
Roll No.	Name	Date	29	5	12	3	10	24	31	7		
		Month	8	9	9	10	10	10	10	11		
		Period	2	2	2	2	2	2	2	2		
1	S. Adhavan		a	/	/	/	/	/	/	/		
2	R. Divya Bharath		/	a	/	/	/	/	/	/		
3	E. Ganesan		/	/	/	/	/	/	/	/		
4	R. Hariharan		/	/	/	a	/	/	/	/		
5	N. Ishwarya		/	/	/	/	/	/	a	/		
6	M. Mano		/	/	/	/	a	/	/	/		
7	M. Nandhini		/	a	/	/	/	/	/	/		
8	K. Prabhakaran		/	/	/	/	/	a	/	/		
9	R. Priyadharshini		/	/	/	/	/	/	/	a		
10	P. Raghul		/	/	/	/	/	/	/	/		
11	S. Sindhu		/	/	/	/	/	/	a	/		
12	S. Sudhassan		/	a	/	/	/	/	/	/		
13	C. Vijay		/	/	/	/	/	/	/	/		
14	P. Gopinath		a	/	/	/	/	/	/	/		
15	S. Hariharan		/	/	/	/	/	/	/	a		
16												
17												
18												
19												
20												
21												
22												
23												
24		Present	13	12	15	14	14	14	13	13		
25		Absent	2	3	-	1	1	1	2	2		
		Sign	✓	✓	✓	✓	✓	✓	✓	✓		

Attendance and Assessment Record

Name of the Staff : Ms. P. Suganya Dept T&P

Name of the Subject : SS, Aptitude Code _____

Branch Mechanical 'B'

Semester VII Year IV

Date of Commencement : 12.8.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38%	
End of the Second Month	14	14	88%	
End of the Third Month	16	16	100%	
End of the Fourth Month				

J. Boneth
13/11/2020

PRINCIPAL

Attendance Particulars			Soft Skills							
Roll No.	Name	Date	29	5	12	3	10	24	31	7
		Month	8	9	9	10	10	10	10	11
		Period	2	2	2	2	2	2	2	2
1	M. Prakash		/	/	/	/	/	/	/	/
2	M. Prasanth		/	/	/	/	/	/	/	a
3	K. Premkumar		/	/	/	/	/	a	/	/
4	P. Raghudevan		/	/	/	/	/	/	/	/
5	T. Raghu		/	a	/	/	/	/	/	/
6	N. Rengarajan		/	/	/	/	/	/	/	/
7	S. Ruban		/	/	/	/	a	/	/	/
8	N. Santhosh Kumar		/	/	/	/	/	/	/	/
9	M. Sarath Kumar		/	/	/	/	/	/	/	a
10	M. Sathya moorthi		/	/	a	/	/	/	/	/
11	B. D. Senthamil Priyan		/	/	/	/	/	/	/	/
12	K. Senthamil Sudar		/	/	/	/	/	/	/	/
13	R. Senthil		/	/	a	/	/	/	/	/
14	K. Shriram Sundar		/	/	/	/	/	/	/	/
15	S. Siva		/	/	/	/	/	/	/	/
16	R. Sriharan		/	/	/	/	/	/	/	/
17	M. Subaneswaran		/	a	/	/	/	/	/	/
18	A. Sujaya		/	/	/	/	/	/	/	/
19	P. Sutharasan		/	/	/	/	/	/	/	/
20	D. Thirupugazh		/	/	/	/	/	/	/	/
21	M. Venkatesh		/	/	/	/	/	a	/	/
22	M. v. Venkateshwaran		/	/	/	/	/	/	/	/
23	S. Vishnu		/	/	a	/	/	/	/	/
24	R. L. Wilber Judson		/	a	/	/	/	/	/	/
25	K. Ajith Kumar		/	/	/	/	a	/	/	/

Attendance Particulars

Roll No.	Name	Date	29	5	12	3	10	24	31	7			
		Month	8	9	9	10	10	10	10	11			
		Period	2	2	2	2	2	2	2	2			
26	E. Dinesh		/	/	/	/	/	/	/	/			
27	A. Mungesan		/	/	/	/	/	/	/	/			
28	B. Rajarajeswaran		a	/	/	/	/	/	/	/			
29	K. Santhosh Sivan		/	/	/	/	a	/	/	/			
30	J. vijaychandru		/	/	/	/	/	/	a	/			
31	k. Sasikumar		/	a	/	/	/	/	/	/			
32	J. vignesh kumar		/	/	/	/	/	/	/	/			
33	K. Ajith Kumar		/	/	/	/	/	/	/	a			
34	P. Kariyadasu		/	/	/	/	/	/	/	/			
35	R. Mukilan		a	/	/	/	a	/	/	/			
36													
37													
38													
39													
40													
41													
42													
43													
44													
45													
46													
47													
48	Present		33	31	32	35	31	33	34	32			
49	Absent		2	4	3	-	4	2	1	3			
50	Sign												

Attendance and Assessment Record

Name of the Staff M. P. Suganya Dept TEP
 Name of the Subject SS. Aptitude Class
 Branch Mechanical A
 Semester VII Year IV
 Date of Commencement 12.8.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38.1.	
End of the Second Month	14	14	88.1.	
End of the Third Month	16	16	100 %.	
End of the Fourth Month				

J. Praveen
13/11/2020

PRINCIPAL

Attendance Particulars

Softskills

Roll No.	Name	Date	29	5	12	3	10	24	31	
		Month	8	9	9	10	10	10	10	1
		Period	2	2	2	2	2	2	2	2
26	S. Saradha priya		1	1	1	1	1	1	1	1
27	L. Sasikumar		1	1	1	1	1	1	1	1
28	A. Shalini		1	1	1	1	1	1	1	1
29	P. Shalini		1	1	1	1	1	a	1	1
30	F. Shiny Roja		1	1	1	1	1	1	1	0
31	R. Shigamala		1	1	a	1	1	1	1	1
32	C. Supaitha		1	1	1	a	1	1	a	1
33	B. Sweetha		a	1	1	1	1	1	1	1
34	B. Tharik Salman		1	1	1	1	1	1	1	1
35	S. Thendral		1	1	a	1	1	1	1	1
36	K. Thulasi		1	1	1	1	1	1	1	1
37	P. Udhaya		1	1	1	1	1	1	1	1
38	Y. Vasanth		1	1	1	a	1	1	1	1
39	R. Vasudevan		1	a	1	1	1	1	1	1
40	K. Venkatesh Raghu		1	1	1	1	1	1	1	1
41	B. Vignesh		1	1	a	1	1	1	1	1
42	S. Vimalraj		1	1	1	1	1	1	1	1
43	J. Pragathi		1	1	1	1	1	1	1	1
44	A. Gokul Raja		1	1	1	a	1	a	1	a
45										
46										
47										
48	Present		41	42	39	38	43	41	41	42
49	Absent		3	2	5	6	1	3	3	2
50	Signature		m	m	m	m	m	m	m	m

Attendance Particulars

Softskills

Roll No.	Name	Date	29	5	12	3	10	24	31	7	
		Month	8	9	9	10	10	10	10	11	
		Period	2	2	2	2	2	2	2	2	
26	R. Mohamed Yasin Sharif		1	1	a	1	1	1	1	1	
27	C. Maheswaran		1	1	1	1	1	1	1	1	
28	G. Manimaran		1	1	1	1	1	1	1	1	
29	S. Manimaran		1	a	1	1	1	1	1	1	
30	S. Muthu		1	1	1	1	1	a	1	1	
31	J. Muthu manikandan		1	1	1	1	1	1	1	1	
32	R. Pragasatheesh		a	1	1	1	1	1	1	1	
33	B. Prakash		1	1	1	1	1	1	1	1	
34											
35											
36											
37											
38											
39											
40											
41											
42											
43											
44											
45											
46											
47											
48		Present	32	30	30	32	33	30	32	32	
49		Absent	1	3	3	1	-	3	1	1	
50		Sign	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	

Attendance and Assessment Record

Name of the Staff : Mr. B. Suresh Babu Dept T2P
 Name of the Subject : SS, Aptitude Code _____
 Branch ECE
 Semester VII Year IV
 Date of Commencement : 12.08.20 Last Working Day 13.11.20

Details	Sessions Planned	Sessions Handled	% of Portions covered	Sign. of HOD
End of the First Month	6	6	38%.	
End of the Second Month	14	14	88%.	
End of the Third Month	16	16	100%.	
End of the Fourth Month				

Attendance Particulars

Softskills

Roll No.	Name	Date	29	5	12	3	10	24	31	7
		Month	8	9	9	10	10	10	10	11
		Period	1	1	1	2	2	2	2	2
1	K. Ajith		/	/	/	/	/	/	/	/
2	S. Akash		/	/	/	/	/	/	/	a
3	V.G. Amirtha		/	/	/	/	/	/	/	/
4	S. Chitra Sai		/	/	/	/	/	/	/	/
5	B. Dharsini		/	/	/	/	/	/	/	/
6	A. Eswari		/	/	/	/	/	/	/	/
7	M. Ezhilarasi		/	/	/	/	a	/	/	/
8	B. Harish		/	/	/	/	/	/	/	/
9	S. Hemamalini		/	/	/	/	/	/	/	/
10	M. Iswarya		/	/	/	/	/	/	a	/
11	P. Jayabharathi		/	/	/	/	/	/	/	/
12	J. Juleyat		/	/	/	/	/	/	/	/
13	P. Karan		a	/	/	/	/	/	/	/
14	P. Lincy Freeda		/	/	/	/	/	/	/	/
15	M. Manushya		/	/	/	/	/	/	/	/
16	B. Melwin Charks		/	/	/	/	/	/	/	/
17	J. Mohamed Jhasim		/	a	/	/	/	/	/	/
18	S. Nandhini		/	/	/	/	/	/	/	/
19	T. Nisha		/	/	/	/	/	/	/	/
20	K. Nithish Kumar		/	/	/	/	/	/	/	/
21	Pilavendran Arimal		/	/	/	/	/	/	/	/
22	M. Preethika		/	/	/	/	/	/	a	/
23	R. Priyadharshini		/	/	/	/	/	/	/	/
24	K. Rajalakshmi		/	/	/	/	/	/	/	/
25	M. Rochella		/	a	/	/	/	/	/	/

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	K. Ajith		
2	C. Akash		
3	V.G. Amirtha		
4	S. Chitra Sai		
5	B. Dharsini		
6	A. Eswari		
7	M. Fzhilanas		
8	B. Harish		
9	S. Hemamalini		
10	M. Ishwarya		
11	P. Jayabharathi		
12	J. Juleyat		
13	P. Kannan		
14	P. Linay Freeda		
15	M. Manushya		
16	B. Melwin Charles		
17	J. Mohamed Jhasim		
18	S. Nandhini		
19	T. Nisha		
20	K. Nithish Kumar		
21	Pilavendran Arumal		
22	M. Preethika		
23	R. Priyadharshini		
24	K. Rajalakshmi		
25	M. Rochella		

Roll No.	Aptitude									
	29	5	12	3	10	24	31	7		
	8	9	9	10	10	10	10	11		
1	1	1	1	1	1	1	1	1		
2	1	1	1	1	1	1	1	1		
3	1	1	1	1	1	1	1	1		
4	1	1	1	1	1	1	1	1		
5	1	1	1	1	1	1	1	1		
6	1	1	1	1	1	1	1	1		
7	1	1	1	1	a	1	1	1		
8	1	1	1	1	1	1	1	1		
9	1	1	1	1	1	1	1	1		
10	1	1	1	1	1	a	1	1		
11	1	1	1	1	1	1	1	1		
12	1	1	1	1	1	1	1	1		
13	a	1	1	1	1	1	1	1		
14	1	1	1	1	1	1	1	1		
15	1	1	1	1	1	1	1	1		
16	1	1	1	1	1	1	1	1		
17	1	a	1	1	1	1	1	1		
18	1	1	1	1	1	1	1	1		
19	1	1	1	1	1	1	1	1		
20	1	1	1	1	1	1	1	1		
21	1	1	1	1	1	1	1	1		
22	1	1	1	1	1	a	1	1		
23	1	1	1	1	1	1	1	1		
24	1	1	1	1	1	1	1	1		
25	1	a	1	1	1	1	1	1		

Attendance Particulars			
Roll No.	Name	Date	
		Month	
		Period	
1	K. Ajith		
2	S. Akash		
3	V.G. Amirtha		
4	S. Chitra Sai		
5	B. Dharsini		
6	A. Eswari		
7	M. Ezhilarasi		
8	B. Harish		
9	S. Hemamalini		
10	M. Iswarya		
11	P. Jayabharathi		
12	J. Juleyat		
13	P. Kannan		
14	P. Lincy Freeda		
15	M. Manushya		
16	B. Melwin Charks		
17	J. Mohamed Jhasim		
18	S. Nandhini		
19	T. Nisha		
20	K. Nithish Kumar		
21	P. Lavenderan Arumal		
22	M. Preethika		
23	R. Priyadharshini		
24	K. Rajalakshmi		
25	M. Rochella		

Roll No.	Aptitude									
	29	5	12	3	10	24	31	7		
	8	9	9	10	10	10	10	11		
	1	1	1	1	1	1	1	1		
1	/	/	/	/	/	/	/	/		
2	/	/	/	/	/	/	/	/		
3	/	/	/	/	/	/	/	/		
4	/	/	/	/	/	/	/	/		
5	/	/	/	/	/	/	/	/		
6	/	/	/	/	/	/	/	/		
7	/	/	/	/	a	/	/	/		
8	/	/	/	/	/	/	/	/		
9	/	/	/	/	/	/	/	/		
10	/	/	/	/	/	/	a	/		
11	/	/	/	/	/	/	/	/		
12	/	/	/	/	/	/	/	/		
13	a	/	/	/	/	/	/	/		
14	/	/	/	/	/	/	/	/		
15	/	/	/	/	/	/	/	/		
16	/	/	/	/	/	/	/	/		
17	/	a	/	/	/	/	/	/		
18	/	/	/	/	/	/	/	/		
19	/	/	/	/	/	/	/	/		
20	/	/	/	/	/	/	/	/		
21	/	/	/	/	/	/	/	/		
22	/	/	/	/	/	/	a	/		
23	/	/	/	/	/	/	/	/		
24	/	/	/	/	/	/	/	/		
25	/	a	/	/	/	/	/	/		

Attendance Particulars		
Roll No.	Name	Date
		Month
		Period
26	R. Roshini	
27	R. Santhasini	
28	V. Sathya	
29	M. Senthambasi	
30	R. Sivakumar	
31	Y. Sivanantham	
32	A. Sivasaranya	
33	K. Soundharya	
34	R. Soundharya	
35	M. Soithala	
36	G. Surya	
37	M. Veeralakshmi	
38	M. Vigneshwaran	
39	T. Vinitha	
40	R. Vishwanth	
41	M. A. Yuvan Kishore	
42	Keeethanashari	
43	S. Sarankumar	
44		
45		
46		
47		
48		
49		
50		

Present
Absent
Sign

Roll No.	Aptitude							
	29	5	12	3	10	24	31	7
	8	9	9	10	10	10	10	11
26	/	/	/	/	/	/	/	/
27	/	/	/	/	/	/	/	/
28	/	/	/	/	/	/	/	/
29	/	/	/	a	/	/	/	/
30	/	/	/	/	/	/	/	/
31	a	/	/	/	/	/	/	/
32	/	/	/	/	/	/	/	/
33	/	/	/	/	/	/	/	/
34	/	/	/	/	/	/	/	/
35	/	/	/	/	/	/	/	/
36	/	/	/	/	/	/	/	/
37	/	/	/	/	/	/	/	/
38	a	/	/	/	/	/	/	/
39	/	/	/	/	/	/	/	/
40	/	/	/	/	/	/	/	/
41	/	/	/	/	/	/	/	/
42	/	/	/	/	/	/	/	/
43	/	/	/	a	/	/	/	/
44								
45								
46								
47								
48	40	41	43	43	40	43	40	41
49	3	2	-	-	3	-	3	-
507	P	P	P	P	P	P	P	P