

## DEPARTMENT OF TRAINING AND PLACEMENT

Report No: 03/24.11.23/Training/23-24

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### REPORT ON EMPLOYABILITY SKILLS DEVELOPMENT TRAINING

Three days training on “Employability Skills Development” was organized at our campus from 15th November, 2023 to 17th November, 2023 in association with Naandi foundation & Titan LeAP as a part of Nann Mudhalvan Scheme, a state government initiative in Tamil Nadu for the students of final year (250 students).

Objectives of the training were to enhance self-confidence, to master the effective interview skills, to encourage the students with right attitude, to enhance effective communication skills, to learn the corporate etiquettes, to learn to create impressive personality and body language, to learn email etiquettes, etc.

#### Name of the trainers from Naandi foundation & Titan LeAP

S NO	NAME	DEPT TRAINED
1.	Mr.M.Siva Pragasam	Civil Engineering
2.	Mr. S.Sanjai Kumar	CSE
3.	Mr.S.Vijayakumar	ECE
4.	Mr.M.Mariyappan	EEE
5.	Mr.S.Gopi Mathan	Mechanical Engineering

#### Day 1 (15/11/2023)

First session was started with “Understanding oneself Personality”. In this session, participants interacted themselves in such a way that each participant introduced very briefly. In this session trainers explained about SWOT analysis and presentation skills. group activities were conducted to make the students understand about communication skills and mutual understanding. Participants were asked to present different skills, communication skills, listening skills and co-ordination in team.



Latitude: 10.647971  
Longitude: 79.048337  
Altitude: 20.214 m  
Accuracy: 82.5 m  
Time: 15-11-2023 13:34  
Note: Nann Muthalvan Employability Skills training by Nandi Foundation and Titen Leap



Latitude: 10.648113  
Longitude: 79.04909  
Altitude: 23.016 m  
Accuracy: 42.5 m  
Time: 15-11-2023 12:36  
Note: Nann Muthalvan Employability Skills training by Nandi Foundation and Titen Leap

## Day 2 (16/11/2023)



Latitude: 10.648192  
Longitude: 79.04909  
Elevation: 122.6117 m  
Accuracy: 58.7 m  
Time: 16-11-2023 14:17  
Note: Nann Muthalvan Employability Skills training by Nandi Foundation and Titen Leap



Latitude: 10.648053  
Longitude: 79.048666  
Elevation: 113.8110 m  
Accuracy: 842.9 m  
Time: 16-11-2023 14:15  
Note: Nann Muthalvan Employability Skills training by Nandi Foundation and Titen Leap

On the second day of the training, the trainers continued their sessions with “Non verbal communication skills and confidence building”. They explained the Importance of body language in corporate field. Email and telephone etiquettes were practiced along with practice of resume writing. Grooming was explained with the tips for preparation for interview. Group activities including Traffic games, Pizzels, paper tower making were conducted wherein message misrepresentation and team building was demonstrated.

## Day 3 (17/11/2023)

On third day of the training, the trainers made the students to appear for group discussion. Different topics were given for group discussion, the students were enthusiastically participated. Mock personal interviews were conducted and suggestions were given by the

trainers to the students wherever required. Many of the students gave very positive feedback about the workshop that the workshop was very fruitful.



Mock group discussion and personal interview



Trainers are briefing with our Principal and Vice principal about the training and student performance feedback.

Vote of thanks by Dr.B.Suresh Babu

Many of the participants gave very positive feedback about the training that the training was very useful. Certificates were given to all the participants.

*B. Suresh Babu*  
24/11/23  
Dr.B.Suresh Babu

AP/T&P, Coordinator

*S. Sivakumar*  
24/11/23  
Dr.S.Sivakumar

Vice principal/Head-T&P

*J. Arputha Vijaya Selvi*  
24/11/2023

Dr.J.Arputha Vijaya Selvi

Principal