### Nashik Shikshan Prasarak Mandal, Nashik LBRD ARTS AND COMMERCE MAHILA MAHAVIDYALAYA, Nashik Road, in Collaboration with

## UNIVERSITY OF PUNE Soft Skills Development Programme

## Report of 2013-2014

Considering the needs of incorporating soft skills in graduates and in order to reduce the burden on corporate industries for training the newly recruited employees Nashik Shikshan Prasarak Mandals Late Bindu Ramrao Deshmukh Arts & Commerce Mahila Mahavidyalaya, Nashik Road has been conducting Soft Skill Development Training programme for the last seven years from 2006 for the final year students of Arts & Commerce.

The year also we have conducted the training from 21 Sept to 1st Oct 2013 between 12.00 am to 5.00 pm with three sessions each day. The resource persons were initially informed that the sessions should be interactive and activity based. The programme was inaugurated by Dr. A.R. Bhardwaj, Principal of our college. In his inaugural speech he told students to take maximum advantage of the training as resource persons are from different fields and with wide experience. The first day was dominated by the in house faculty. Mr. P.P.Ketkar. He guided them on the employability followed by Mr Prakash Warkari on Communication Skills.

The second day began with a session on Dinning Etiquettes by Mr. Mayur Kulkarni from Mumbai, followed by Mr. S.J.Limbare on Body Language and concluding session by P.P.Sethi on Social Etiquettes. The third day began with a session on Goal Setting by P.P Ketkar , followed by Mr. S.J.Limbare on Listening Skills and Prof C.O. Badgujar on Lateral Thinking. The Fourth day was dominated by Shri Shantanu Gune on Leadership followed by Prof Ruby Pawar on Positive Attitude and Mr. Y.S.Patil accompanied by Monali Deshpande on Disaster Management.

The fifth day commenced with Public Speaking by Prakash Warkari followed by S.J.Limbare on Body Language and S.R.Hasabnis on PPT preparations. The sixth day was of Field visit. Here the students were instructed to prepare there application and prepare a visit report of the same. They were told to visit Corporations, Shopping Malls, Banks, Educational Institutes, and Computer training institutes and submit the endorsement signed by the employee. The students were instructed to go in groups or with their team. The visits were coordinated & controlled by the leader of the group. They were also told to convince an organisation to give them work so that they can earn at least Rs 25/-.

Mr. S.R.Labade, on the seventh day, took session on Team Building followed by S.J.Limbare on Transactional Analysis and Mrs Ayushi Ketkar on Presentation Skills. On the eighth day P.P.Ketkar took a session on SWOT followed by Dr. A.R.Bhardwaj on Stress Management and on PPT presentation preparation. The ninth day began with Prof C.S.Gosavi on Creativity, followed by Mr B.K.Narwate on Preparation for Interviews and Dr.K.D.Kushare on Time Management. The concluding day of the training began with the session of Sunil Hingane on Public Speaking followed by the Power Presentation competition and the valedictory function.

The valedictory function was chaired by Dr. A.R.Bhardwaj, Principal of our college. The introduction of the Guest was done by Surekha Gaidhani and Mr. P.P.Ketkar put forward the objective of the training programme. The programme was compared by S.J.Limbare. Ms Sanchali Hire and Priyanka Khaire shared their ten days experiences. Principal in his Chairman's speech congratulated the team for successfully conducting soft skills training programme and also expected from the trainers to apply these skills in their daily life from now onwards.

The training was coordinated by Mr. S.J.Limbare with help of the member coordinators Mr.P.P.Ketkar & Mr.Prakash Warkari. The programme could not be a success without the support and motivation of Prin Dr.A.R.Bhardwaj and cooperation of non-teaching staff.

Coordinator S.J.Limbare

IOAC Coordinator NSPM's Late Bindu Ramrao Deshmukh Arts & Commerce Mahila Mahavidyalaya,

Nashik Road-422 101

PRINCIPAL

N.S.P.M's Late Bindu Ramrao Deshmukh Arts & Commerce Mahila Mahavidyalaya. Jail Road, Nasik Road-422 101

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Certificate Course in Communicative English 2013 - 14

#### Attendance (Each Day Two Session)

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IQAC Coordinator MSPM's Late Bindu Ramma Deshmush Arts & Commerce Mahila Mahawidyulaya. Nashik Road-422-101 PRINCIPAL
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# Report: Certificate Course in Communicative English 2013-14

Hours	Session	Dates against which Sessions are Conducted	Course Contents	Session <sub>gs</sub> Conducted By	Time	Sign
1		12/12/2013	Inauguration: Introduction to the Course: Learning Strategies	Prof Tejesh Beldar	10,00-	8
2	1	12/12/2013	Introduction to the Communicative Emplish, Theory	Prof Tejesh Beldar	71,00- 12.00	18.
3	BIBL	13/12/2013	Mode of Communication, Gap Fillers	Prof. Tejesh Beldar	10,00-	13
4	2	13/12/2013	Language Functions: Greetings and responding to the greeting Introducing yourself and others. Joining/ leaving conversation	Prof. Tejesh Beldar	11,00- 12,00	13
5		14/12/2013	Requesting /Inviting, Grammar Games (Articles)	Prof. Tejesh Beldar	10,00-	3
6	3	14/12/2013	Asking/Giving/Refusing permission	Prof. Tejesh Beldar	11.00-	13
7		16/12/2013	Asking for information. Suggesting	Prof. Tejesh Beldar	10,00-	413
8	4	16/12/2013	Agreeing Disagreeing (Discussion Skills) Grammar Games (Yes-No Ques)	Prof. Tejesh Beidar	12.00	MS.
-0	5	17/12/2013	Complementing and Responding, Granifmar Games (Wh-Ques)	Prof. Tejesh Beldar	10,00- 11,00	33
10		17/12/2013	Complaining and Apologizing	Prof. Tejesh Beldur	11.00-	10
11		19/12/2013	Narration and describing, Grammar Games (Prepositions)	Prof. Tejesh Beldar	10,00-	83
13	6	19/12/2013	Directing and instructing, Grammar Games (Wh formation)	Prof. Tejesh Beldar	11.00-	213
13		20/12/2013	Language Functions in Context, Grammar Games (Tenses)	Prof. Tejesh Beldar	10.00-	13
14		20/12/2013	Language Functions in Context, Grammar Games (Tenses)	Prof. Tejesh Beldar	17.00-	78
15.	8	21/12/2013	Making Presentation	Prof. Tejesh Beldar	10,00-	13
16		21/12/2013	Language Functions in Context, Grammar Games (Adverbs)	Prof. Tejesh Beldar	11.00-	#
18	9	27/12/2013	Language Functions in Context, Grammar Games (Adjectives) Language Functions in Contest.	Prof. Tejesh Beldar Prof. Tejesh	11,00	那
	,	A71147-AVILT	Grammar Gomes (Modal auxiliaries)	Beldar Beldar	12.00	203
19	10	28/12/2013	Linguage Functions in Context, Summarizing	Prof. Tejesh Beldsr	10.00- 17.00	B
20	111	28/12/2013	Valedictory and Flashback Presentation	Prof. Tejesh Beldar	11.00-	248

Total No of Hours : 30

Sessions by Resource Person: 10
Practical Sessions: 05: Handled by Coordinator, Asst. Coordinator (Academic and Admine the mod

IQAC Coordinator
NSPM's Late Bindu Ramrao Deshmukh
Ard & Commerce Mahila Mahavidyalaya,
Nashik Road-422 101

Course Coordinator

CCET Coordinator

PRINCIPAL

N.S.P.M's Late Bindu Ramrad Desbinukh Arts & Commerce Mahila Mahawayaya, Jail Road, Nasik Road-422/101

Principal

दुसम्बनी - 2394127

क्र.नासंना/कावि.5/प्रशिक्षण/2018/ 2 🛣 ए उप नियंत्रक, नागरी संरक्षण, नाशिक यांचे कार्यालय, जिल्हाधिकारी, कचेरी आवार, नाशिक. दिनांक: [७/07/2018

प्रसि

मा आचार्य, कै बिंदू रामराव देशमुख कला व वाणिज्य महिला महाविद्यालय, साने गुरुजी नगर,

विषयः नागरी संरक्षण, नाशिक कार्यालया मार्फत कै. बिंदू रामराव देशमुख, आर्टस्, कॉमर्स महिला महाविद्यालयात अवोजित करण्यात आलेल्या प्रशिक्षणावाबातची माहिती. संदर्भ :- जा क्र/ममवि/135/2018-2019, दि. 22/06/2018 रोजीचे पन्न.

उपरोक्त संदर्शिय विश्वान्वयें नागरी संरक्षण, नाशिक कार्यालया मार्फत जून 2010 पासून ते आजतागायत के. बिंदू रामराव देशमुख, आर्टस्, कॉमर्स महिला महाविद्यालयात आयोजित वेल्लेल्या पाठयक्रमांचा कालावधी व संख्या पुढील प्रमाणे.

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1	2010	क्रेंश कोर्स	01/2010	14/01/2010 ते 16/10/2010	32
2	2010	क्रेश कोर्स	02/2010	20/10/2010 ते 21/10/2010	42
3	2012	क्रेश कोर्स	01/2012		32
4	2012	अग्निशमन व प्रथमोपचार पा.	02/2012		41
5	2013	क्रेश कार्स	01/2013		57
6	2014	क्रेश कोर्स	01/2014	01/08/2014 ते 02/08/2014	55
7	2014	प्राथमिक पाठयक्रम	13/2014		55
8	2014	प्राथमिक पाउयक्रम	20/2014		51
9	2015	क्रेंश कोर्स -	03/2015	21/12/2015 से 22/12/2015	76
10	2016	प्राथिक पाठयक्रम	01/2016		72
11	2016	क्रेंश कोर्स	04/2016	12/04/2016 से 13/04/2016	48

IQAC Coordinator

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