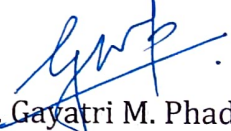


Sandip Foundation's
Sandip Institute of Technology & Research Centre, Nashik
Department of Electronics & Telecommunication

NOTICE

Date: 10.12.2018

All the students of S.E E&TC are hereby informed that workshop on '**Soft Skill Development**'
Will be started from 16th Dec 2018 & will be conducted on every working Saturday at
10.00am. Attendance is compulsory for the same.


Dr. Gayatri M. Phade
Head, E&TC Dept.

Sandip Foundation's
Sandip Institute of Technology & Research Centre, Nashik
Department of Electronics & Telecommunication
Academic Year 2018-19
Sem- II
Workshop on "Soft Skill Development"

- 1. Event Title:** Workshop on "Soft Skills Development" for SE Students.
- 2. Event Date:** 16 Dec 2018 to 4 April 2019.
- 3. Event Resource Person Details:** Mr. Indrajit Sonawane & Mr. Mangesh Nikose.
- 4. Participants:** Second Year students of E&TC.
- 5. Number of Students:** 60
- 6. Event Objectives & Outcomes:**

Aim of such programs is that the students should be able to:

- Develop effective communication skills
- Develop effective presentation skills.
- Conduct effective business correspondence and prepare business reports, which produce results.
- Become self-confident individuals by mastering inter-personal, team management, and leadership skills.
- Develop all-round personality with a mature outlook to function effectively in different circumstances.

Topic Covered:

- Communication Skills
- Presentation Skills
- Teamwork Skills
- Interpersonal Skills
- Time Management

- Interview Skills
- Group Discussion

Outcome:


After completion of the workshop, students will develop their social and work-life skills, as well as their personal and emotional well-being, including:

- Teamwork – learning to connect and work with others to achieve a set task
- Leadership – assessing the requirements of a task, identifying the strengths within the team, utilizing the diverse skills of the group to achieve the set objective, awareness of risk/safety
- Communication – demonstrating clear briefing and listening skills, not being afraid to ask for help and support when necessary
- Confidence and enthusiasm for learning – developing self-motivation, raised aspirations and belief in one's own abilities, defining and committing to achieving one's goals
- Citizenship – raising awareness of one's place and role within a community through volunteering and conservation opportunities
- Responsibility – for one's self, learning self-reliance and independence
- Employability skills – time and resource management, conflict resolution, teaching and mentoring others


Dr. Gayatri M. Phade

Head, E&TC Dept.

Roll No.	Name of Student	Sign							
		23-12-2018	12-01-2019	09-02-2019	23-02-2019	09-03-2019	23-03-2019	30-03-2019	04-04-2019
58	Ninaad S. Bagul								
59	Kunal Bagul								
60	Chinmay Patil								
61	Hitesh Suryawanshi								


 Dr. Gayatri M. Phade
 Head, E&TC Dept.