

# **SOFT SKILL DEVELOPMENT WORKSHOP**

**(FOR UG FINAL YEAR STUDENTS)**

DATE: 22, 23, 24 & 25 MARCH 2019

**CO-ORDINATORS:** DR.D.R.KHANDERAO  
DR.UMESH CHAPKE  
TRAINER- PROF. SONAL KAME  
TRAINER- DR.NITIN MOHOD

**SPONSORED BY**  
**SANT GADGE BABA AMRAVATI UNIVERSITY, STUDENT DEVELOPMENT**  
**ORGANIZED BY**  
**SITABAI ARTS, COMMERCE AND SCIENCE COLLEGE, AKOLA**

## **DAILY SCHEDULE**

### **DAY ONE 22/3/2019 FRIDAY**

11.00- 11.30      OPENING CEREMONY  
11.30- 01.00      SESSION-1 **MOTIVATION** - TRAINER      DR.UMESH CHAPKE  
01.00-01.10      TEA- BREAK  
01.10- 02.40      SESSION-2 **GOAL SETTING** – TRAINER      DR.UMESH CHAPKE

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### **DAY TWO 23/3/2019 SATURDAY**

11.00-12.30      SESSION -3 **VERBAL COMMUNICATION** TRAINER DR.NITIN MOHOD  
12.30-12.40      TEA- BREAK  
12.40-02.10      SESSION – 4 **NON VERBAL COMMUNICATION** TRAINER DR.NITIN  
MOHOD  
02.10-02.20      TEA-BREAK  
02.20- 03.50      ESSION-5 **PRESENTATION SKILLS** TRAINER DR.NITIN MOHOD  
03.50-04.00      DAILY FEEDBACK

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### **DAY THREE 24/3/2019 SUNDAY**

11.00-12.30      SESSION-6 **TIME MANAGEMENT** TRAINER- PROF. SONAL KAME  
12.30-12.40      TEA- BREAK  
12.40-2.10      SESSION-7 **GROUP DISCUSSIN** TRAINER - PROF. SONAL KAME  
02.10-02.20      TEA- BREAK  
02.20- 03.50      SESSION-8 **RESUME WRITING** TRAINER - PROF. SONAL KAME  
03.50-04.00      DAILY FEEDBACK

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### **DAY FOUR 25/3/2019 MONDAY**

11.00-12.30      SESSION-9 **INTERVIEW SKILLS** TRAINER- DR.D.R.KHANDERAO  
12.30-12.40      TEA-BREAK  
12.40-02.10      SESSION-10 **CHARACTER, ETICS AND MORAL**  
TRAINER DR.D.R.KHANDERAO  
02.20-0 3.20      CERTIFICATE DISTRIBUTION

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