

Co - Curricular Activities

It has been realized that besides regular teaching, practical's and industrial visits; students' needs few other areas to be addressed for their overall personality development. These issues become much more important in their professional life. To improve the creativity, enthusiasm, energy and positive thinking among students, Bureau of Training and Development conducts the following activities time to time in the institute.

The following co-curricular activities are conducted for students:

1. Aptitude Test
2. Etiquette Inculcation as Training Program
3. Group Discussion
4. Guest Lecture
5. Industrial Visit (Industry Exposure Program)
6. Movie Vision as Training Program
7. Personal Interview
8. Psychometric Test
9. Resume Writing
10. Social Platform
11. Soft Skill Training Program
12. Views in News

Aptitude Test

Objectives:-

- To prepare students for placement.
- To assess students' understanding in reasoning questions
- To evaluate students' numerical aptitude
- To understand students' language proficiency.
- To know students' general awareness



Guest lecture (Industry exposure)

Objectives:-

Outcomes:-

1. Students will be prepared to face this type of tests during placement.
2. Students will increase their understanding of reasoning questions
3. They will measure their numerical aptitude
4. Enhancement in their language proficiency.
5. Enrich knowledge in current affairs.
6. They will find improvement in the time management while facing this type of tests.

Group Discussion

Objective:-

- A platform to improve their oral and the body language skills used for effective Group Discussion.
- Preparatory session for an important element of recruitment process.
- Broaden the outlook of the participants through exposure to new and different ideas and enrich their understanding of various issues under discussion.



Outcomes:-

An opportunity to students is provided:

1. To understand the process of Group Discussion
2. Realize its importance as a standard recruitment and selection tool.
3. Improve their oral and body language skills.
4. Demonstrate their leadership and team work skills
5. Become aware of different topics asked in GD
6. To improve their ability to understand a topic/idea from different perspectives.

- Guest lecture is a way of enriching our students with the latest updates of the Industries

- The students are bestowed with knowledge about Industry needs and latest technical updates etc.

Outcomes:-

1. Guest lecture provides an opportunity for students to enhance their conceptual knowledge, corporate experience and entrepreneurial attitude through intensive sessions and workshops by eminent speakers from both the corporate and academic world.

Etiquette Inculcation

Objectives:-

- To help the students to understand that Etiquette establishes rapport with others more easily
- To built confidence and help creating a winning style among students
- To give the students an overall polished and professional image.
- To make them possessing a high level of Etiquette knowledge and skills builds confidence and in stills the perception of trustworthiness in others.

Outcomes:-

1. This exercise will make the student grow in life.
2. This exercise will make the student a well rounded manager with an exposure to dinning Etiquette and reduce the embarrassment of having dinner with others.
3. Students will be more presentable and confident.



Industrial Visit

Objectives:-

- Supplement theoretical knowledge (class room teaching) to strengthen their overall learning.
- Interaction with business executives.
- To impart useful information related to the practical aspects of the educational course which cannot be visualized in lectures.

Outcomes:-

Students are provided a platform to:

- Understand the process of any company / industry
- Experience work culture
- Become aware of the role of different people in an organization
- Recognize the need for HSE(Health, Safety and environment) in the work place
- Analyze the economics of the process
- Become aware of career opportunities

MOVIE VISION

Objectives:-

- The main objective of this activity is not only to entertain the students but to show the holistic side of our society.
- To use the movie to bridge the gap between the theory and practical aspect.
- To make the students understand the management concepts in depth.

Outcomes:-

1. Students will be able to memorize the different management concepts because of this audio-visual effect
2. Will able to enhance their presence of mind capacity.
3. Will able to enhance their communication skills.
4. Removal of stage fear.
5. Will be able think analytically.
6. Inculcate a sense of participation and observation

Personal Interview

Objectives:-

- To remove hesitation and anxiety of the student.
- To make them more confident to face interviews.
- To be able to present logic behind the answers they are giving.
- To present themselves effectively.
- Comfortable in handling general questions apart from subjective knowledge based questions.

Outcomes:-

1. Prepare for the interview extensively.
2. Practice answering questions before the interview until student can handle all types of questions confidently.
3. An increase of confidence and professionalism among students
4. Improving students' listening abilities and handling interviewer's questions and answer accordingly.

Psychometric Test

Objectives:-

- Provides students with a method of selecting the most suitable job for career growth.
- Reveal students management style and monitors social compatibility.
- Aim to measure students behavioral trades.
- Used as a part of the recruitment or selection process by the employers, therefore prepare them for it.



Outcomes:-

1. Students are able to trace the hidden talent among them.
2. To make students aware that whether they will be able to cope with the intellectual demands of the job.
3. To refine their personality, preferences and abilities.
4. To analyze student's emotional or psychological stability, so we intend to do it.
5. To have a best match of student to occupation and working environment.



Resume Writing

Objectives:-

- To train and enhance the management students in making their resume with respect to job.
- To train the students how to represent their Personal, Educational and Professional achievements and strengths in an impressive manner.
- To learn how to write covering letter through which they can efficiently present their extra information.

Outcomes:-

1. The activity will enhance the communication skills, written and oral, with respect to job application for the management students.
2. Students will get information about the current trend of resume formation and covering letter.
3. Students will get an exposure to the Social Professional Sites.

Social Platform

Objectives:-

- Social welfare
- Inner satisfaction
- To learn Time management.
- Team Building.
- To learn all managerial function like planning, organizing, controlling, directing etc.

Outcomes:-

1. Students will get practical exposure regarding Management and Administration of activities.
2. They will be conscious about the betterment of society including environment and ecological development.
3. Feeling of Team spirit will be high.
4. As in the present scenario employers also have a watch on the extra-curricular profile of employee so students can mention all their participations in their resume to make their profile more interesting.

Soft skill Aptitude Training Program

Objectives:-

- The objective behind is to help the students of management stream to:
- assimilate and

- apply their previously acquired theoretical knowledge in a fun filled, friendly, competitive and enjoyable atmosphere.
- The “Friendly competition” allows for individual and team winners.
- With this focus in mind certain management games are conducted in a formal environment.

Outcomes:-

1. Students learn to work in a team which is not of their own choice.
2. Overcome stage fear, develop confidence, enhance communication skill.
3. Learn different types of management skills like resource management, time management, negotiation skills etc.

View in News

Objectives:-

- Newspaper reading habit (news related to the business world).
- Analytical Skill Development.
- Removal of stage fear.
- Induce sense of punctuality and responsibility in the students.
- Ability to defend point of view.
- Active audience.

Outcomes:-

1. Students will develop the habit of reading daily newspapers.
2. Enrich knowledge in current affairs.
3. Present information in a structured format in front of an audience.
4. By handling query of an active audience they will be able to handle uncertainties.
5. They will develop competence to remove stage fear.

