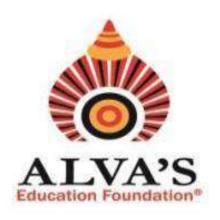
Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225 Phone: 08258-262725, Fax: 08258-262726



REPORT ON SOFT SKILL TRAINING PROGRAM



(Unit of Alva's Education Foundation (R), Moodbidri)

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Preamble

Soft Skills are the foundation of building good relationships and are integral in one's personal as well as professional life.

As a Soft Skill initiative program, Training and Placement Cell of Alva's Institute of Engineering and Technology conducts various trainings every year to enhance the skills in association with reputed agencies like BACCE Foundation, Bizz Diagnostics, Body Speaks Better, Genesis, etc. The institute also conducts regular activities such as Group Discussion, Mock Interview, etc., throughout the Year for the betterment of the students by In-house faculties.

The activities conducted under the Soft Skill training program include Interpersonal Skill Development, Group Discussion, Resume Writing, Business Etiquette and Leadership Skills, Interview Preparation and Newspaper Analysis.



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SOFT SKILLS

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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 10/11/2023

To.

The principal,

AIET, Mijar.

Respected sir,

Subject: Permission to conduct Aptitude classes for 2nd year (3rd semester) Agriculture Engineering Students.

I hereby kindly request you to grant us permission to conduct "Aptitude classes" from 15/11/2023 for 2nd year students in their curriculum.

Thank you,

H.O.D.

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225

#8

PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar, MOODEIDRI - 574 225, D.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 10/11/2023

CIRCULAR

It is hereby informed to all the 2nd year (3rd semester) Agriculture Engineering students that there will be "Aptitude classes" conducted from 15/11/2023 along with your curriculum.

Copy to,

- Notice board
- Class circulation
- · Online circulation

H.O.D.

Dept. of Agricultural Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodubidire - 574225



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Course: Aptitude

Topics discussed

Sl. No.	Description	Hours
1	Percentage	5
2	Ratio and proportion	6
3	Speed, distance and time	5
4	Profit and loss	6
5	Probability	5
6	Permutation and combination	1



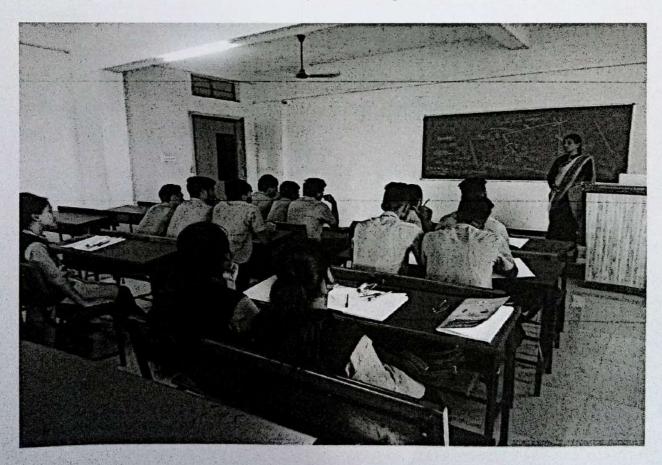
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DEPARTMENT OF AGRICULTURAL ENGINEERING Report on Aptitude classes

Department of agriculture engineering conducts a value-added course on "Aptitude Classes" for the 2nd year- 3rd semester students. Aptitude classes are specialized training sessions designed to help individuals enhance their problem-solving, logical reasoning, and numerical abilities. These skills are crucial for various academic, professional, and competitive examinations. The classes focus on building a strong foundation in analytical thinking and improving the speed and accuracy required to tackle aptitude-based questions effectively. The main aim of the program was to introduce the students to: Quantitative Ability, Logical Reasoning, Verbal Ability, Data Interpretation and Analysis.



Dr. Vinutha M Betageri conducting aptitude classes for 2nd year 3rd Semester Agriculture Engineering students



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Outcome:

This course was successful in creating a wide knowledge of students in terms of;

- Competitive Edge: Aptitude skills are tested in exams like GRE, GMAT, CAT, SSC, UPSC, bank exams, and placement tests.
- Career Advancement: Many job interviews and selection processes include aptitude tests.
- Skill Development: Boosts cognitive abilities, logical reasoning, and numerical fluency.
- Structured Learning: Classes provide a systematic approach to mastering challenging topics.

Aptitude classes cater to students, professionals, and anyone aiming to improve their analytical and reasoning skills for academic or career purposes. By investing time in these sessions, individuals can enhance their overall intellectual capabilities and prepare effectively for their goals.

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225



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DEPARTMENT OF AGRICULTURAL ENGINEERING

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Dr. Vinufa M.B

H.O.D.

PRINCIPAL Alva's Institute of Engg. & Technology, Miles, Mondeloni - 574 225, D.K

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Hage Washingday , 579225



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 30 3 2023

Your feedback is essential for the Department of Agriculture Engineering, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Course name: Aptitude

Course teacher: Dr. Vinuta M Belageri

Sl.	Particulars	Strongly	Agree	Indifferent	Disagree	Strongly
No.		agree				disagree
1	The classes were related to the topic quoted.	V				
2	The topic was presented in the organized manner.		V			
3	The course was well planned within the allotted time.		V			
4	The speaker was knowledgeable on the topic		V			
5	The speaker was a good communicator		V			
6	I will recommend this course for the upcoming batches		V			
7.	I would be interested in attending a follow up course in future		/			

Signature of the student Nihar . S. Acharya)



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/11/2023

To,

The principal,

AIET, Mijar.

Respected sir,

Subject: Permission to conduct Aptitude classes for 3rd year (5th semester) Agriculture Engineering Students.

I hereby kindly request you to grant us permission to conduct "Aptitude classes" from 25/11/2023 for 3rd year students in their curriculum.

Thank you,

H.O.D.

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225

PRINCIPAL

Alva's Institute of Engg. & Technology, Mijor, MOODBIDRI - 574 225, D.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/11/2023

CIRCULAR

It is hereby informed to all the 3rd year (5th semester) Agriculture Engineering students that there will be "Aptitude classes" conducted from 25/11/2023 along with your curriculum.

Copy to,

- · Notice board
- Class circulation
- Online circulation

H.O.D.

Dept. of Agricultural Engineering
Alva's Institute of Engg. & Technology
Milar, Moodubidire - 574225



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Course: Aptitude

Topics discussed

Sl. No.	Description	Hours
1	Percentage	5
2	Ratio and proportion	5
3	Speed, distance and time	5
4	Profit and loss	5
5	Probability	5
6	Permutation and combination	4



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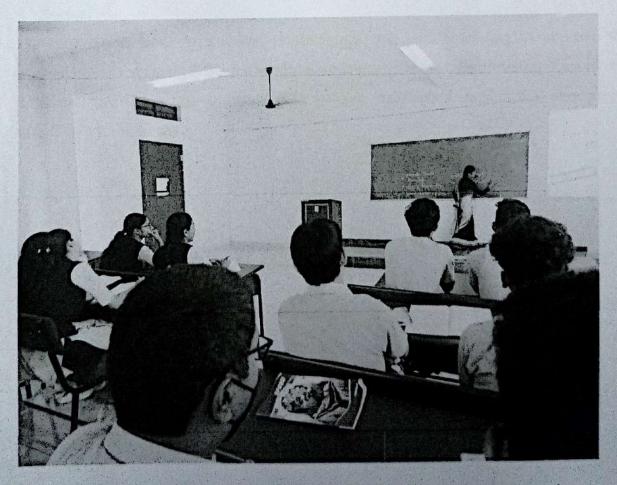
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DEPARTMENT OF AGRICULTURAL ENGINEERING Report on Aptitude classes

Department of agriculture engineering conducts a value-added course on "Aptitude Classes" for the 3rd year- 5th semester students. Aptitude classes are specialized training sessions designed to help individuals enhance their problem-solving, logical reasoning, and numerical abilities. These skills are crucial for various academic, professional, and competitive examinations. The classes focus on building a strong foundation in analytical thinking and improving the speed and accuracy required to tackle aptitude-based questions effectively. The main aim of the program was to introduce the students to: Quantitative Ability, Logical Reasoning, Verbal Ability, Data Interpretation and Analysis.



Dr. Vinutha M Betageri conducting aptitude classes for 3rd year 5th Semester Agriculture Engineering students



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Outcome:

This course was successful in creating a wide knowledge of students in terms of;

- Competitive Edge: Aptitude skills are tested in exams like GRE, GMAT, CAT, SSC, UPSC, bank exams, and placement tests.
- Career Advancement: Many job interviews and selection processes include aptitude tests.
- Skill Development: Boosts cognitive abilities, logical reasoning, and numerical fluency.
- Structured Learning: Classes provide a systematic approach to mastering challenging topics.

Aptitude classes cater to students, professionals, and anyone aiming to improve their analytical and reasoning skills for academic or career purposes. By investing time in these sessions, individuals can enhance their overall intellectual capabilities and prepare effectively for their goals.

Dept. of Agricultural Engineering
Alva's Institute of Engg. & Technology
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DEPARTMENT OF AGRICULTURAL ENGINEERING

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Coordinator

Dr. Vinuta MB

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Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225 Principal PRINCIPAL

Alva's Institute of Engg. & Technology. Milar, MODDEIDRI - 574 225, D.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 30/6/2024

Your feedback is essential for the Department of Agriculture Engineering, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Course name: Aptilude

Course teacher: Vinuta. M. Betique

S1.	Particulars	Strongly	Agree	Indifferent	Disagree	Strongly
No.		agree				disagree
1	The classes were related to the topic quoted.		/			
2	The topic was presented in the organized manner.		/			
3	The course was well planned within the allotted time.	V				
4	The speaker was knowledgeable on the topic		~			
5	The speaker was a good communicator	~				
6	I will recommend this course for the upcoming batches	~				
7	I would be interested in attending a follow up course in future			\/ \		

Signature of the student



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/4/2024

To.

The principal,

AIET, Mijar.

Respected sir,

Subject: Permission to conduct Aptitude classes for 3rd year (6th semester) Agriculture Engineering Students.

I hereby kindly request you to grant us permission to conduct "Aptitude classes" from 29/4/2023 for 3rd year students in their curriculum.

Thank you,

H.O.D.

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225

PRINCIPAL
Alva's Institute of Engg. & Technologic
Mijar. MOODSIDRI = 574 225, U.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/04/2024

CIRCULAR

It is hereby informed to all the 3rd year (6th semester) Agriculture Engineering students that there will be "Aptitude classes" conducted from 29/04/2024 along with your curriculum.

Copy to,

- Notice board
- Class circulation
- Online circulation

H.O.D.

Dept. of Agricultural Engineering

Alva's Institute of Engg. & Technology

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DEPARTMENT OF AGRICULTURAL ENGINEERING

Course: Aptitude

Topics discussed

Sl. No.	Description	Hours
1	Odd man out Reasoning	4
2	Probability on coins, dices	4
3	Data analytic reasoning	4
4	DA on pie charts	2
5	DA on graphs	2
6	Test	1



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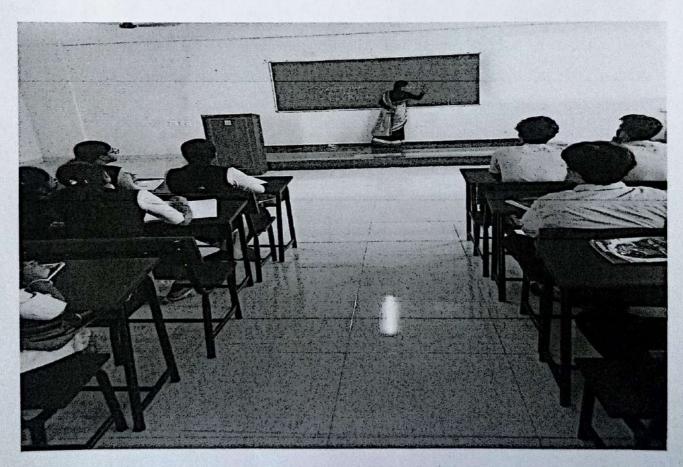
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Dr. Vinutha M Betageri conducting aptitude classes for 3rd year- 6th Semester Agriculture Engineering students



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Outcome:

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Dept. of Agricultural Engineering

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DEPARTMENT OF AGRICULTURAL ENGINEERING

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Coordinator Dr. Vinuta. M. B

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Dept. of Agricultural Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodubidire - 574225

Principal PRINCIPAL

Alva's Institute of Engg. & Technology, (Allar, MOODBIDRI - 574 225, D.X



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DEPARTMENT OF AGRICULTURAL ENGINEERING

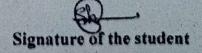
Date: 10/8/2024

Your feedback is essential for the Department of Agriculture Engineering, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Course name: Aptidude

Course teacher: Or. Vinuta M Betagai

Sl.	Particulars	Strongly	Agree	Indifferent	Disagree	Strongly
No.		agree				disagree
1	The classes were related to the topic quoted.		1			
2	The topic was presented in the organized manner.		1			
3	The course was well planned within the allotted time.		/			
4	The speaker was knowledgeable on the topic		1			
5	The speaker was a good communicator		/			
6	I will recommend this course for the upcoming batches		/			
7	I would be interested in attending a follow up course in future		1			





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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/04/2024

To,

The principal,

AIET, Mijar.

Respected sir,

Subject: Permission to conduct Aptitude classes for 2nd year (4th semester) Agriculture Engineering Students.

I hereby kindly request you to grant us permission to conduct "Aptitude classes" from 24/04/2024 for 2nd year students in their curriculum.

Thank you,

HO.D.

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225

PRINCIPAL

Alva's Institute of Engg. & Technology, Mijar, MOODBIDRI - 574 225, D.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 20/04/2024

CIRCULAR

It is hereby informed to all the 2nd year (4th semester) Agriculture Engineering students that there will be "Aptitude classes" conducted from 24/04/2024 along with your curriculum.

Copy to,

- Notice board
- Class circulation
- Online circulation

Dept. of Agricultural Engineering Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574225



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Course: Aptitude

Topics discussed

Sl. No.	Description	Hours
1	Probability	4
2	Permutation and combination	3



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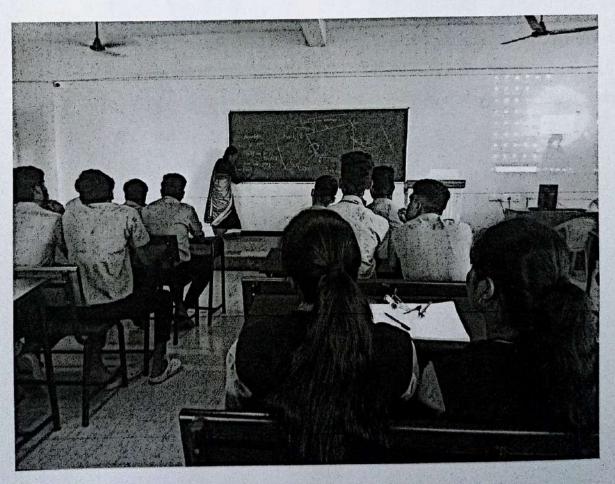
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DEPARTMENT OF AGRICULTURAL ENGINEERING Report on Aptitude classes

Department of agriculture engineering conducts a value-added course on "Aptitude Classes" for the 2nd year- 4th semester students. Aptitude classes are specialized training sessions designed to help individuals enhance their problem-solving, logical reasoning, and numerical abilities. These skills are crucial for various academic, professional, and competitive examinations. The classes focus on building a strong foundation in analytical thinking and improving the speed and accuracy required to tackle aptitude-based questions effectively. The main aim of the program was to introduce the students to: Quantitative Ability, Logical Reasoning, Verbal Ability, Data Interpretation and Analysis.



Dr. Vinutha M Betageri conducting aptitude classes for 2nd year 4th Semester Agriculture Engineering students



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Outcome:

This course was successful in creating a wide knowledge of students in terms of;

- Competitive Edge: Aptitude skills are tested in exams like GRE, GMAT, CAT, SSC, UPSC, bank exams, and placement tests.
- Career Advancement: Many job interviews and selection processes include aptitude tests.
- Skill Development: Boosts cognitive abilities, logical reasoning, and numerical fluency.
- Structured Learning: Classes provide a systematic approach to mastering challenging topics.

Aptitude classes cater to students, professionals, and anyone aiming to improve their analytical and reasoning skills for academic or career purposes. By investing time in these sessions, individuals can enhance their overall intellectual capabilities and prepare effectively for their goals.

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DEPARTMENT OF AGRICULTURAL ENGINEERING

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Coordinator Dr. Visuta MB HOD.

Dept. of Agricultural Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodubidire - 574225

Principal PRINCIPAL

Alva's Institute of Engg. & Technolom, Mijar. MOODBIDRI - 574 225, D.K



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DEPARTMENT OF AGRICULTURAL ENGINEERING

Date: 10 |06 | 2024

Your feedback is essential for the Department of Agriculture Engineering, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Course name: APTITUDE

Course teacher: Dr. VINUTA M. BETAGERI

Sl.	Particulars	Strongly	Agree	Indifferent	Disagree	Strongly
No.		agree				disagree
1	The classes were related to the topic quoted.	1				
2	The topic was presented in the organized manner.	1	/			
3	The course was well planned within the allotted time.		/			-
4	The speaker was knowledgeable on the topic		/			
5	The speaker was a good communicator	/				
6	I will recommend this course for the upcoming batches	/				
7	I would be interested in attending a follow up course in future		/			

Signature of the student



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TIMETABLE

w.e.f: 29/04/2024

DEPARTMENT OF ARTIFICIAL INTELLIGENCE & MACHINE LEARNING

1	Academic Vear Scheme		Semester Secti		on	Class Coordinator Dr. Ramesh G		Room No 203		
Academic Year 2023-24		2021			A					
TIME	9.00 To 9.50	9.50 To 10.40	10.40 To 11.00	11.00 To 11.50	11.50 To 12.40	12.40 To 1.40	1.40 To 2.30	2.30 To 3.20	3.30 To 5.00	
MON		SA		SEPM	ML	L U N	AJP	ML	Soft Skills [SNG]	
TUE	(CNR		ML	SEPM		AJP	Aptitude	NSS/PE/YOG/	
WED	Soft Skills [SNG]		A SEPM		ML	C H	Machi	aboratory		
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Allocation of Courses

Course Course		Course Title	Name of the Faculty	Faculty Initial PN	
Code 21CS61	Software Engineering and Project		Dr. Pradeep Nazareth		
21AD62	DSA	Data Science and its Applications [IPCC]	Prof. Prakash P	PP	
21AI63	ML	Machine learning [PCC]	Dr. Ramesh G	RG	
21CS642	S642 AJP Advanced JAVA Programming [PEC]		Mr. Shrikanth N G	SNG	
21CV654			Dr. Vinay S	VS	
21AIL66	ML Lab	Machine Learning Laboratory	Dr. Ramesh G	RG	
21AIMP67	MP	MINI PEOJECT	Dr. Pradeep Nazareth	PN	
21INT68	INT	INTERNSHIP	Mr. Kiran Raj K M	KR	
Soft Skills		Soft Skills Training	Aerodynamics		
Aptitude		Aptitude Test	Prof. Harish Kunder		

PCC: Professional Core Course, PEC: Professional Elective Course, OEC: Open Elective Course
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Dept. of Artificial Intel Core & Machine Lac



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING

Report on Soft Skill Training for 6th Semester Students – 2021 batch

"Leadership Skills"

Resource Person: Mrs. Vinitha S and Mr. Chandhan Rao, Aerodynamiks, Mumbai

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 03/06/24; 3.30 PM to 5:00 PM

There were two batches of students. Mrs. Vinitha S trained one batch, and Mr. Chandhan Rao trained the other batch. The instructor told the class that first impressions are significantly influenced by grooming.

Leadership qualities in students can manifest in various ways and are highly valued in academic settings and beyond. Student leaders often have a clear vision of what they want to achieve and can inspire others to share and work towards that vision. They can make informed decisions under pressure, weighing pros and cons while considering the impact on others. Effective leaders know when and how to delegate tasks, trusting others' abilities and fostering collaboration. They have a growth mindset, constantly seeking new knowledge and skills to improve themselves and their leadership abilities.

These qualities not only contribute to a student's success in school and colleges but also prepare them for future roles in their careers and communities. Developing these skills often involves opportunities such as student government, clubs, volunteer organizations, or even leading academic projects within their class.

Outcome:

Students who develop leadership skills often experience a boost in self-confidence. They become more comfortable speaking up, taking initiative, and handling responsibilities. Students learn how to motivate others, delegate tasks, and foster a positive team environment, which are essential skills in any career.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING





"Emotional Intelligence"

Resource Person: Mrs. Vinitha S and Mr. Chandhan Rao, Aerodynamiks, Mumbai

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 05/06/24; 9.00 AM to 10:40 AM

There were two batches of students. Mrs. Vinitha S trained one batch, and Mr. Chandhan Rao trained the other batch.

Emotional intelligence (EI) is a critical skill for students to develop as it helps them navigate social interactions, manage emotions effectively, and achieve academic and personal success. Students with higher emotional intelligence tend to have better academic outcomes. They can manage exam stress, seek help when needed, and maintain motivation and perseverance in their studies.

Our Trainers taught to our students how to analyze situations objectively, consider different viewpoints, and make decisions that take emotions into account while also considering practical implications.

Outcome: Students with higher emotional intelligence are better able to manage stress, stay motivated, and focus on their studies. They can handle academic pressure more effectively, leading to improved concentration and higher academic achievement



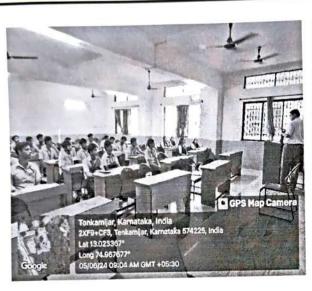
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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING





"Group Discussion and Communication Skills"

Resource Person: Mrs. Vinitha S and Mr. Chandhan Rao, Aerodynamiks, Mumbai

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 10/06/24; 3.30 PM to 5:00 PM

There were two batches of students. Mrs. Vinitha S trained one batch, and Mr. Chandhan Rao trained the other batch.

The trainer explained to the pupils a group discussion is a conversation among participants on a certain topic. The selecting procedure employed by companies and educational institutions frequently includes a group discussion. The candidates discuss the assigned subject to offer information, viewpoints, and conclusions. Employers employ this method to examine applicants' soft talents and filter them.

Further trainer told the students in a typical group discussion activity, the panelists or moderators will introduce themselves and give you instructions about the process. The group will then get about 10-15 minutes to think and prepare about the subject and approximately 30 minutes to discuss it. The time limits can vary from process to process. Panelists use an evaluation sheet for rating the performance of the candidates based on a predetermined marking rubric.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING

Activities on subjects including the Impact of Social Media on Our Lives, the Pros and Cons of Technology, and the Need for Serious Education Reform were held. Students were divided into groups of three to four and instructed to debate the subject; the trainer then made any necessary adjustments.

Outcome: Group discussion helps to develop critical thinking skills, improve communication skills, increase self-confidence, and build teamwork





"Group Discussion and Activity"

Resource Person: Mrs. Vinitha S and Mr. Chandan Rao, Aerodynamiks, Mumbai

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 12/06/24; 9:00 AM to 10:40 AM

There were two batches of students. Mrs. Vinitha S trained one batch, and Mr. Chandhan Rao trained the other batch.

The trainer explained to the pupils a group discussion is a conversation among participants on a certain topic. The selecting procedure employed by companies and educational institutions frequently includes a group discussion. The candidates discuss the assigned subject to offer information, viewpoints, and conclusions. Employers employ this method to examine applicants' soft talents and filter them.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING

Further trainer told the students in a typical group discussion activity, the panelists or moderators will introduce themselves and give you instructions about the process. The group will then get about 10-15 minutes to think and prepare about the subject and approximately 30 minutes to discuss it. The time limits can vary from process to process. Panelists use an evaluation sheet for rating the performance of the candidates based on a predetermined marking rubric.

Outcome: Group discussion helps to develop critical thinking skills, improve communication skills, increase self-confidence, and build teamwork





"Mock Interview"

Resource Person: Mrs. Vinitha S, Mr. Karthik, Aerodynamiks, Mumbai and Dr. Ramesh G, AIET;

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 19/06/24; 9:00 AM to 10:40 AM

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING

Mr. Karthik along with Dr. Ramesh G and Mrs. Vinitha interviewed the students for their soft skills and technical skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experience before an actual job interview.





"Mock Interview"

Resource Person: Mrs. Vinitha S and Mr. Karthik, Aerodynamiks, Mumbai;

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 24/06/24; 3:30 PM to 5:00 PM

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills. Mr. Karthik and Mrs. Vinitha S interviewed the students for their soft skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experience before an actual job interview.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING



"Mock Interview"

Resource Person: Mrs. Vinitha S and Mr. Karthik, Aerodynamiks, Mumbai;

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 26/06/24; 9:00 AM to 10:40 AM

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills. Mr. Karthik and Mrs. Vinitha S interviewed the students for their soft skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experience before an actual job interview.



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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING







"Mock Interview"

Resource Person: Mrs. Vinitha S and Mr. Karthik, Aerodynamiks, Mumbai;

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

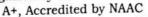
Date and Timings: 01/07/24; 3:30 PM to 5:00 PM

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills. Mr. Karthik and Mrs. Vinitha S interviewed the students for their soft skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experience before an actual job interview.

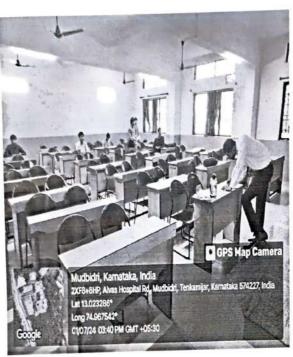
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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING





"Mock Interview"

Resource Person: Mrs. Vinitha S and Mr. Karthik, Aerodynamiks, Mumbai;

Venue: AIML department classroom number 203 and 204

Total Number of Students Attended: 66

Date and Timings: 03/07/24; 9:00 AM to 10:40 AM

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills. Mr. Karthik and Mrs. Vinitha S interviewed the students for their soft skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experience before an actual job interview

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DEPARTMENT OF ARTIFICIAL INTELLIGENCE AND MCHINE LEARNING



ALVA'S



122/07/20VV Head of the Department

Pept. of Artificial Intelligence & Machine Learning Alva's Irentemantha Campling and Technology

Moodubidire - 574 225, D.K. Karnataka, India



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Ph: 08258-262725; Mob:722262724,7026262725,mail:principalaiet08@gmail.com

Department of Artificial Intelligence

Department of Artificial Intelligence and Machine Learning Soft skills Attendance of 6th sem - 2021 Batch

SL NO	USN	Name	3/6/24 5/6/2 10/6 12/6 13/6 24/6 26/6 1/7 3/7
1	4AL21AI001	ABHINAV ASHOK	BA ARBARA BAD
2	4AL21AI002	ABHISHEK	AL ALL ALL ALL ALL ALL ALL ALL
3	4AL21AI003	ABHISHEK MADAN GUNAGI	ARD ARD HER HER HER DEED CHEED CHEED CHEED CHEED CHEED
4	4AL21AI004	BHARAT KUMAR K S	Bu The B. B. B. Bu Ru Ru Au
5	4AL21AI005	BHAVISH	RA BA OSA BATTI VA BA AB KA
6	4AL21AI006	D CHANDAN LAGUBIGI	AB AB AB AB
7	4AL21AI007	DARSHAN	a se do an an an an an an.
8	4AL21AI008	DEEKSHITHA	the the the the AB was the
9	4AL21AI009	DEEPIKA S U	Q Q Q Q Q MB Q
10	4AL21AI010	DHANUSH J S	Dearl Hours Oleman Dland Dland Dland Dland Dland
11	4AL21AI011	DILIP KUMAR K	AR AR AR AR AR AR AR
12	4AL21AI012	DURGESH SHETTY	
13	4AL21AI013	GANESHRAJ S	& & AB & & & & & & & & & & & & & & & & &
14	4AL21AI014	GLEVIN EVON ROCHE	
15	4AL21AI015	GURURAGAVENDRA PALURI	
16	4AL21AI016	HEMAN KRISHNA S	THE HE HE HE HE HE
17	4AL21AI017	K R VIVEK	AB AB WILL CLASS AB AB AB AB AB AB AB AB
18	4AL21AI018	KISHAN KARYAPPA K	444444
19	4AL21AI019	LOHITH S GOWDA	Court Court foint louis fount bound bound bound bound bound
20	4AL21AI020	MOHAMMAD SAHIL	Islant Island As As As As As As As As As As As As As
21	4AL21AI021	MAHESH P K	a. a. M. a. A. a. A. A.
22	4AL21AI022	MAHIM THARESH DEVADIGA	Date Date Date Date As Not Not
23	4AL21AI023	MANOHARA M	D D D D D D D D D D D D D D D D D D D
24	4AL21AI024	MOHAMMED ZAAFEER	die dais dais dais later dais dais dais dais



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Department of Artificial Intelligence and Machine Learning Soft skills Attendance of 6th sem - 2021 Batch

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Department of Artificial Intelligence and Machine Learning Soft skills Attendance of 6th sem – 2021 Batch

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53	4AL21AI053	SYED TASLEEM AHMED	all all out of the life was
54	4AL21AI054	TARUN M	
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56	4AL21AI056	UDAY KIRAN	444444
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64	4AL22AI400	AJAY K A	AARAAA
65	4AL22AI401	VIDYALAXMI	AB AB NU NU AB AB AB AB XU X
66	4AL22AI402	PRAMOD S L	2020222222
67	4AL20AI044	SIDDHARTH	AB AB AB AB AB AB AB AB

Faculty Co-ordinator

King Lower

Shobhavana Campus, Mijar, Moodubidre, Mangalore Taluk, D.K – 574225 Phone: 08258-262725, Fax: 08258-262726 Department of Civil Engineering



Report on

BOOT CAMP 2023-24

(Soft skill Training)

Prepared by:

SHANKARGIRI K. S.

DEPARTMENT COORDINATOR

DEPARTMENT OF CIVIL ENGINEERING

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SOFT SKILLS TRAINING

Introduction

Soft skills are non-technical skills that relate to how you work. They include how you communicate, collaborate, solve problems, and handle interpersonal relationships. These skills are crucial in today's workplace as they complement technical skills and help individuals work effectively with others. Soft skill training focuses on developing these abilities to improve overall work performance and career prospects. It typically involves workshops, seminars, or online courses that teach skills such as communication, teamwork, time management, leadership, adaptability, and emotional intelligence.





Fig.1 and 2: Mr. Sayed Shajeer conducting session on Verbal - Detailed English Grammar & Communication Skills

The aptitude training on Verbal - Detailed English Grammar & Communication Skills conducted by Mr. Sayed Shajeer from 14/08/2023 to 16/08/2023 from 9.00am to 4.30pm. From 5.00pm to 7.30pm, the students are engaged in aptitude test in which questions are framed by Face Academy.

On 17/08/2023 and 18/08/2023, Mr.Chandan (Trainer, Aerodynamiks Academy,1st Floor, Shanker Vittal HQ, Nandigudda Rd, Vaidyanatha Nagar, Attavar, Mangaluru) took the session on Soft Skills, GD, Debate, Resume Building and Mock Interview.

From 22/08/2023 to 26/08/2023, Dr. Bashusha (Professor, Department of Computer Science and Engineering, AIET) took the sesisons on Python.

On 28/08/2023, Inhouse faculties Dr. H Ajith Hebbar, Mr.Shankargiri K S, Mr.Surendra P, Department of Civil Engineering Department took the sessions.

Dr. H Ajith Hebbar in his session spoke about Centroid, Moment of Inertia, preparation of project report and conducted Group discussion activity to students. Mr.Shankargiri K S recalled the basics of Geotechnical Engineering. Mr.Surendra P practiced SFD and BMD for students.

From 29/07/2023 to 31/08/2023, Mr.Kalaliyarasan took the session on C++. From 01/09/2023 to 03/09/2023, Mr.Prashanth took the session on APTITUDE - Coding Decoding, Missing Numbers, Permutation & Combinations and Soft Skills.

Soft Skills Training

Communication Skills

The first session emphasized the significance of effective communication in professional settings. Topics covered included verbal and nonverbal communication, active listening, and clarity in conveying ideas. Practical exercises, role-playing, and group discussions allowed participants to practice and refine their communication skills.

Interpersonal Skills

The second session centered on developing strong interpersonal skills necessary for collaborative work environments. Concepts such as teamwork, conflict resolution, and networking were explored. Participants engaged in team-building activities and case studies to better understand how interpersonal skills contribute to successful career growth.

Time Management and Organizational Skills

The third session delved into time management and organizational techniques to improve productivity. Strategies for setting priorities, managing tasks, and maintaining a balanced work-life schedule were discussed. Interactive exercises helped participants identify personalized approaches to managing their time effectively.

Mock Interview session

Mock interviews provide candidates with insights into the interview process specific to their industry or field, helping them understand what employers are looking for in a candidate. Mock interviews are a valuable tool for both candidates and employers, helping candidates prepare effectively for job interviews and enabling employers to assess candidates' skills and suitability for a role.

Resume Building and Interview Preparation

The first session of the second day focused on crafting compelling resumes and cover letters. Students learned to highlight their skills, experiences, and achievements effectively. Interview preparation techniques, including researching the company, understanding job roles, and formulating responses to common interview questions, were also covered.

Behavioural Interview Skills

In the subsequent session, participants were introduced to behavioral interviews and the STAR (Situation, Task, Action, Result) technique for responding to behavior-based questions. Mock

interview scenarios were conducted, allowing students to practice articulating their experiences and skills in a structured manner.

Technical Interview Skills

The final session of the workshop concentrated on technical interviews. Students received guidance on tackling technical questions, whiteboard challenges, and problem-solving assessments. Practical coding exercises and technical discussions helped participants gain confidence in their technical abilities.

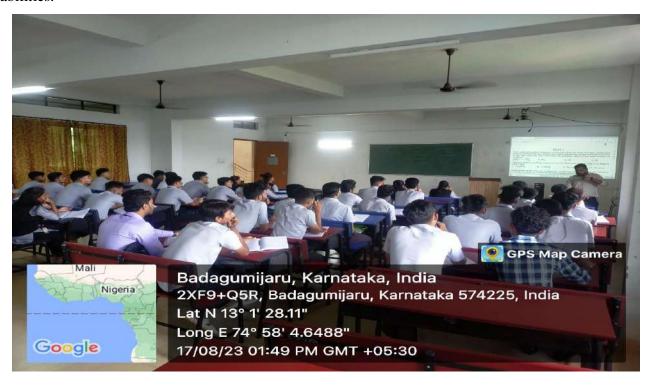




Fig.3 and 4: Mr.Dhanush conducting session on Seating Arrangement, Blood Relations , Time

Distance Speed and Profit –Loss



Fig.5: Dr. Ajith Hebbar conducting session on Preparation of Project report.

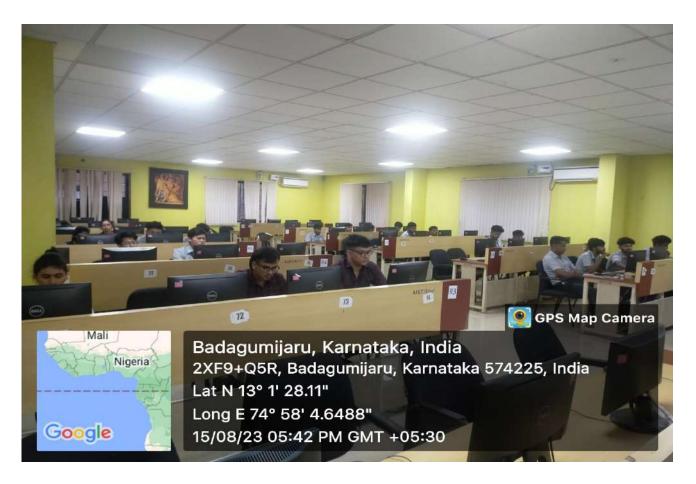


Fig.6: Students taking aptitude test from 5pm to 7.30 pm.

By the end of this two-day workshop, you will have significantly enhanced your soft skills, which are vital for effective communication, collaboration, and personal growth. Additionally, you will be better prepared to tackle engineering job interviews confidently. The mock interview practice will provide you with invaluable experience, allowing you to refine your interview techniques and showcase both your technical and soft skills to potential employers.

Investing in your soft skills and interview preparation is an investment in your future career success. As you move forward in your engineering journey, remember that technical prowess is only one aspect of your professional profile. Your ability to communicate, collaborate, and adapt will set you apart in the competitive job market. Armed with enhanced soft skills and mock interview experience, you are now well-equipped to excel in interviews and contribute effectively to any engineering team.



Figure 7: Mr Chandan handling the Soft skills training



Annexure –I: Bootcamp Circular



Alva's Institute of Engineering & Technology

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TRAINING AND PLACEMENT CELL

No. AIET/T&PC/TT/2023-24/001

Date: 1-08-2023

CIRCULAR

All the pre-final students are hereby informed to attend the Bootcamp from 14th August 2023 onwards.

Note: The day scholars of all the branches are informed to report to the hostel on 13th August 2023 before 5 p.m.

Training and Placement

EDUCATION @
MOODBIDRI
PIN-574 227

Copy to:

Alva's Institute of Engg. & Technology, Mijar, MOODBIDRI - 574 225, D.K

- Managing Trustee's table
- Dean: Academics, Planning, Student affairs
- HOD: CSE/ISE/ECE/AIML/CV/ME
- A.O
- Finance Office
- Hostel Office
- Notice board
- IQAC

Annexure- II: Students List

USN	Name of the Student
4AL20CV001	BRIAN THOMAS JOHN
4AL20CV002	DHAREPPA SANGAPPA KALAPPAGOL
4AL20CV003	HRISHIKESH R
4AL20CV005	KAUSHIK
4AL20CV006	KH ABDUL RAJAQUE SHAH
4AL20CV007	M R BHARATH
4AL20CV008	MANGAL THOIBA IRENGBAM
4AL20CV009	MANJUNATH I KONESAGAR
4AL20CV011	NANDINI S
4AL20CV012	NAOREM PRASANTA SINGH
4AL20CV013	NONGMAITHEM BORISH SINGH
4AL20CV014	PALLAVI VEERAPPA SUDI
4AL20CV015	PRAGATI T NAIK
4AL20CV016	PRIYANKA MALAGITTI
4AL20CV017	RAHUL LEIMAPOKPAM
4AL20CV018	ROHIT ISHWARAPPA KATTIMANI
4AL20CV019	SADVINI K P
4AL20CV020	SALAM MARIN SINGH
4AL20CV021	SANDEEP
4AL20CV022	SHASHANKGOWDA D V
4AL20CV023	SHIVAKUMAR K N
4AL20CV024	SIDRAM
4AL20CV027	YESUDAS BASAVARAJ H
4AL21CV400	POORNIMA
4AL21CV401	PRIYA
4AL21CV402	SHAHIL
4AL21CV403	VIDYANADA

Annexure III: Boot Camp Schedule

DATE	FACULTY	TOPICS		
14-08-2023		VEDRAL Datailed English Grammar & Communication		
15-08-2023	Mr. Sayed Shajeer	VERBAL - Detailed English Grammar & Communication Skills		
16-08-2023		SKIIIS		
17-08-2023	Mr.Dhanush	APTITUDE - Seating Arrangement , Blood Relations ,		
18-08-2023	Wif Diffantish	Time Distance Speed, Profit-Loss		
19-08-2023	Mr.Chandan	Soft Skills , GD , Debate , Resume Building , Mock		
20-08-2023	. Ivii Chandan	Interview		
21-08-2023				
22-08-2023		Python		
23-08-2023	Dr.Bhadhusha			
24-08-2023		1 ython		
25-08-2023				
26-08-2023				
27-08-2023	Holiday			
28-08-2023	In-house faculty	Training by Inhouse faculty: Dr. H Ajith Hebbar, Mr.Shankargiri K S, Mr.Surendra P, Department of Civil Engineering Department		
29-07-2023				
30-08-2023	Mr.Kalaliyarasan	C++		
31-08-2023				
01-09-2023		APTITUDE - Coding Decoding, Missing Numbers,		
02-09-2023	Mr.Prashanth	Permutation & Combinations , Soft Skills		
03-09-2023		1 Crimutation & Comoniations, Soft Skins		

Annexure IV: Students evening presentation Schedule



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY Shobhavana Campus, Mijar, Moodabidri, Mangalore Taluk, D.K. – 574225 Phone: 08258-262725, Fax: 08258-262726 DEPARTMENT OF CIVIL ENGINEERING

BOOT CAMP 2023 7th SEMESTER PRESENTATION BATCH

Date: 28/08/2023

SL.NO.	BATCH NO	usn	NAME	PRESENTATION TOPIC TITLE		
1.		4AL20CV001	BRIAN THOMAS JOHN	4		
2.] ., [4AL20CV024	SIDRAM	Dubai metro 5th anniversary: https://www.youtube.com/watch?v=5rWGhyLaiX4		
3.	A1	4AL20CV027	YESUDAS BASAVARAJ H	https://www.youtube.com/water		
4.		4AL21CV400	POORNIMA			
5.		4AL20CV002	DHAREPPA SANGAPPA KALLAPPA GOL			
6.	1	4AL20CV003	HRISHIKESH R	3D Printing building construction technology:		
7.	A2	4AL20CV009	MANJUNATH I KONESAGAR	https://www.youtube.com/watch?v=6iqmGyBs1Q8		
8.		4AL20CV021	SANDEEP			
9.		4AL20CV005	KAUSHIK			
10.	1 [4AL20CV007	M R BHARATH	Solid Waste Management:		
11.	A3 -	4AL21CV402	SHAHIL	https://www.youtube.com/watch?v=apWqLMeliUA		
12.	1 [4AL21CV403	VIDYANANDA			
13.		4AL20CV006	KH ABDUL RAJAQUE SHAH	# :		
14.	A4 [4AL20CV012	NAOREM PRASANTA SINGH	Zero Energy Building: https://www.youtube.com/watch?v=2oUZ4caZ3c0		
15.	1 1	4AL20CV014	PALLAVI VEERAPPA SUDI	https://www.youtube.com/watchrv=2002+cazoco		
16.		4AL21CV401	PRIYA			
17.		4AL20CV008	MANGAL THOIBA IRENGBAM			
18.		4AL20CV015	PRAGATI T NAIK	Drone application in building construction		
19.	A5	4AL20CV020	SALAM MARIN SINGH	monitoring: https://www.youtube.com/watch?v=OkhuTr9YkNk		
20.		4AL20CV023	SHIVAKUMAR K N			
21		4AL20CV011	NANDINI S			
22	A6	4AL20CV018	ROHIT ISHWARAPPA KATTIMANI	Flexible Pavement Construction: https://www.youtube.com/watch?v=wku7YFDqK9		
23		4AL20CV022	SHASHANK GOWDA D V	w		
24		4AL20CV016	PRIYANKA MALAGITTI			
25		4AL20CV013	NONGMAITHEM BORISH SINGH	Intelligent transport system: https://www.youtube.com/watch?v=TlxUQwmLwG		
26		4AL20CV017	RAHUL LEIMAPOKPAM	w		
27		4AL20CV019	SADVINI K P			

BOOTCAMP COORDINATOR

Dept. of Civil Engine

Alva's Institute of Engg. (
Mijar, Moodbidri - 57: 263

Annexure V: Inhouse Faculty Session details



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

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DEPARTMENT OF CIVIL ENGINEERING

Boot camp activity on 28/08/2023

Timings	Session	Faculty
9 am 10.40 am	BMD, SFD	Mr. Surendra P
11.00 am to 12.40 pm	Centroid, Moment of Inertia	Dr. H Ajith Hebbar
1.40 pm to 3.20 pm	Basics of Geotechnical Engineering	Mr. Shankargiri K S
3.30 pm to 4.45 pm	Structural Engineering for Civil Engineering Industry- The relevance and Need	Er. Ramaprasad Straecon Ltd.
5 pm to 7.30 pm	Group Presentation	Dr. H Ajith Hebbar Mr. Ramesh Rao B

Boot Camp Coordinator

Dept of Civil Engineering
Alva's Institute of Engg. & Technology
Mijar, Moodbidri - 574 225

Annexure VI: Session duty Schedule



ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

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DEPARTMENT OF CIVIL ENGINEERING

Ref: AIET/CV/2023/02

Date: 21/08/2023

Boot Camp duty Schedule (Rescheduled)

It is hereby informed to all faculties to follow the Bootcamp duty schedule as given below. The sessions are from 9 am to 4.30pm and assessment session is from 5.00pm to 7.30pm except Sundays. Sunday session is from 9.00am to 4.30pm. The incharge faculties are responsible to monitor attendance, discipline and submission of day's reports (must consists of clear Geotag photos).

Note: 5.00pm to 6.30 pm aptitude and 6.30pm to 7.30pm Industry related training by internal incharge faculty.

Date	Incharge Faculty	Signature
14/08/2023	Ms. Anusha B Rao Mr. Surendra P	Jun S
15/08/2023	Mr. Shankargiri K S	
16/08/2023	Mr. Shankargiri K S Rowy	E &
17/08/2023	Mr. Shankargiri K S	D -
18/08/2023	Mr. Santhosh K	24
19/08/2023	Mr. Ramesh Rao B	***
20/08/2023	Ms. Anusha B Rao	34
21/08/2023	Dr. H.G Umeshchandra	0
22/08/2023	Dr. H Ajith Hebbar	OND
23/08/2023	Dr. H.G Umeshchandra	0
24/08/2023	Mr. Shankargiri K S	#
25/08/2023	Mr. Santhosh K	-A3
26/08/2023	Mr. Surendra P	:
27/08/2023	Ms. Anusha B Rao	1
28/08/2023	Mr. Surendra P	200
29/08/2023	Mr. Ramesh Rao B	18
30/08/2023	Mr. Surendra P	8
31/08/2023	Mr. Ramesh Rao B	B
01/09/2023	Mr. Santhosh K	1
02/09/2023	Dr. H.G Umeshchandra	P

Boot Camp Coordinator Mr. Shankargiri K S

COMPUTER SCIENCE AND DESIGN



Trainer: Mr.Chandan Kumar

February 20th, 2024



A Unit of Alva's Education Foundation (R)

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Shobhavana Campus, Mijar, Moodbidri- 574 225, Mangalore, D.K., Karnataka State.

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Department of Computer Science and Design

Circular

Date: 17/02/2024

Subject: Soft Skills Enhancement for Interview Readiness

The Department of Career Guidance and Development is organizing a one-day workshop on "Soft Skills: Enhancement for Interview Readiness" on February 20th, 2024. The session, led by Mr. Chandan Kumar, will cover topics like communication, teamwork, GDs, public speaking, resume writing, and interview preparation.

Coordinator

Dr.Shivaprasad B J

Sr. Asst. Professor

HoD

Prof. Jayantkumar A Rathod

Associate Professor & Head

H.O.D

Dept. of Computer Science and Design Alva's Institute of Engg. & Technology Mijar, Moodubldire - 574 225

PRINCIPAL

Alva's Institute of Engg. & Technology, Mijor, MOODBIDRI - 574 225, D.K



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Shobhavana Campus, Mijar, Moodbidri- 574 225, Mangalore, D.K., Karnataka State.

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Department of Computer Science and Design Training Report On

"Soft Skills Enhancement for Interview Readiness"

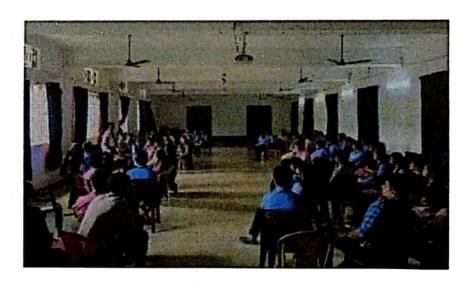
The Department of Career Guidance and Development conducted a one-day workshop on "Soft Skills: Enhancement for Interview Readiness" on February 20th, 2023. Mr. Chandan Kumar led this session, which focused on building key soft skills necessary for professional growth.

The students enthusiastically responded to the workshop, actively participating in discussions and activities designed to strengthen their soft skills.



Key topics covered during the session included:

- Group Discussions (GD): Understanding how to articulate ideas and opinions in a group setting effectively.
- Debating Skills: Techniques for constructive arguments and expressing viewpoints confidently.
- Personal Appearance: Tips on grooming and dressing for professional environments.
- Presentation Skills: Structuring and delivering impactful presentations.
- Public Speaking: Overcoming stage fear and speaking confidently to an audience.
- Team Building: Importance of collaboration and strategies for working effectively in teams.
- Pre-Interview Basics: Insights into preparing for interviews and managing stress.
- · Resume Writing: Crafting resumes that stand out to recruiters.
- Time Management: Methods to prioritize tasks and manage time effectively.



The main learning objectives of the Workshop:

- 1. Equip students with essential soft skills for career readiness.
- 2. Enhance communication, leadership, and teamwork abilities.
- 3. Provide practical guidance for job interviews and workplace success.

Outcomes:

The workshop was a significant success, with students reporting improved confidence and a better understanding of professional expectations.

- Students actively participated in interactive activities such as mock group Discussions and debates.
- Feedback highlighted the effectiveness of the trainer's approach and practical Insights.
- Many students expressed their readiness to apply these skills in upcoming Interviews and internships.

The Head of the Department praised the students' active involvement and extended heartfelt gratitude to Mr. Chandan Kumar for conducting an engaging and impactful session. Special acknowledgment was given to Mr. Anil Kumar, Sr. Career Counselor, for coordinating the workshop.

Coordinator

Dr. Shivaprasad B J Sr.Asst.Professor Prof.Jayanthumar A Rathod Associate Professor & Head

Dept, of Computer Science and Design Alva's Institute of Engg. & Technology Mijar, Moodubidire - 574 225

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Shobhavana Campus, MIJAR-574225, Moodbidri, D.K., Karnataka

Department of Computer Science and Design

Date:17/02/2023

Workshop on soft skills: Enhancement for Interview readiness

Attendance Sheet

SI.Nu.	USN	Student Name	Signature
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Coordinator

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING Academic Year 2023 -2024 (Even Semester)

Date: 14/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Email - ID"

Resource Person: Mr. Chandan Rao, Aerodynamics, Mumbai

Venue: Dept. of CSELecture Halls LH-311, LH-312, LH-314

Total Students Benefited: 210

 Date
 Timings
 Room No

 9.00AM-11.00AM
 LH 311

 03/05/2024
 11.00 AM-1.00 PM
 LH 312

 1.40 PM- 4.00 PM
 LH 314

Email is important for communication because it allows users to send information in letter format, and email can replace traditional mail options. Emails can be more beneficial for communication because they can often include text, documents and multimedia, like photos and videos.

Trainer told the students since so much of our communication is now digital, people may make an initial opinion of you without ever seeing or hearing you. He also told that one way to present a professional image is by using a business-related email address.

Students were been told to use an email address when applying for jobs that has your entire name, first and last names, initials, or a little variant. Try adding a middle name, middle initial or random number if you have a common name or are having trouble coming up with a new email address and also for both safety and ageism reasons — don't use your birth year in an email address. Avoid addresses that include a nickname, hobby, pet's name, or any other personal information. You don't want to showcase something that could lead to discrimination or give a bad impression. And, definitely avoid political, religious, or gender references.



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Outcome: Students understood using an email address that is less-than-professional it gives an impression that not only they are treating their job search with an unprofessional attitude but that they may treat their next job the same way. In addition, when email address isn't professional, they run the risk of offending the decision maker or hiring team.

BP.

Dept. Training Coordinator

Dr Bramha Prakash H P

Dr. MinghamtketDepartment Dept. of Computer Science & Engineering

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING Academic Year 2023 -2024 (Even Semester)

Date: 25/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Tell me about yourself"

Resource Person: Mr. Chandan Rao, Aerodynamics, Mumbai

Venue: Dept. of CSE Lecture Halls LH-311, LH-312, LH-314

Total Students Benefited: 210

 Date
 Timings
 Room No

 9.00AM-11.00AM
 LH 312

 12/05/2024
 11.00 AM-1.00 PM
 LH 314

 1.40 PM- 4.00 PM
 LH 311

It's typical for job interviews to begin with the question "Tell me about yourself," which may seem straightforward on the surface but which many individuals find challenging to respond to.Often, when interviewers pose that question, job candidates are unsure of the precise information they are seeking to learn. Are they asking for a detailed account of your life? Do you have to concentrate only on work, or should you also include personal information like where you grew up and your family life? And how in-depth should you go—just a quick 30-second rundown of the highlights, or something more substantial?

The trainer told students "Tell me about yourself" doesn't mean "give me your complete history from birth until today." It doesn't even mean "walk me through your work history." It means "give me a brief overview of who you are as a professional."Trainer also said interviewers who ask this question are generally looking to get a broad overview of how you see yourself as a professional by way of introduction, before starting to dive more deeply into the specifics. Some, ironically, even see this question as a softball ice-breaker that will help candidates relax. Little do they know!The instructor urged pupils to reduce their responses to "Tell me about yourself" to under a minute, avoid rambling, and keep the focus on work rather than personal matters.

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Outcome: Students realized that the "Tell me about yourself" question offers the job applicant an opportunity to express their personality to recruiters and demonstrate how well they suit the specific job description.

Dr Bramha Prakash H P Dept. Training Coordinator

Dr. ManjunathKotari

Health of the Department

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING Academic Year 2023 -2024 (Even Semester)

Date: 30/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Impromptu Speech"

Resource Person: Mr. Karthik, Aerodynamics, Mumbai

Venue: Dept. of CSE Lecture Halls LH-311, LH-312, LH-314

Total Students Benefited: 210

 Date
 Timings
 Room No

 9.00AM-11.00AM
 LH 311

 16/05/2024
 11.00 AM-1.00 PM
 LH 312

 1.40 PM- 4.00 PM
 LH 314

Impromptu speeches are a great way to practice quick thinking and concise speaking – usually only a couple of minutes will be given to prepare a speech lasting around five minutes. Even with this condensed style of speaking, you still need to have a framework to your speech to make sure that everyone understands what you are saying.

Trainer imparted to the pupils speaking impromptu is crucial since it improves your ability to think critically, be creative, and communicate. It also shows your ability to adapt to different situations, audiences, and topics. Impromptu speaking can help you enhance your credibility, rapport, and influence as a speaker. Moreover, impromptu speaking can help you overcome your fear of public speaking and boost your self-confidence. Additionally, the trainer advised students to speak clearly and loudly when giving an impromptu speech. Be professional; refrain from using expletives, slang, and filler words like "you know," "so," "um," "uh," or "like."

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Students been trained by the trainer during the session

Students were required to talk on the spot about subjects like a non-biased news site is impossible, Keyboards will be replaced by speech-to-text technology in 10 years.

Outcome: Students realized that these skills include developing confidence in public speaking, quick and flexible thinking, as well as leadership and communication.

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Dept. Training Coordinator Dr Bramha Prakash H P

Dr. Manjunath Kotmi partment

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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING Academic Year 2023 -2024 (Even Semester)

Date: 14/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Mock Interview"

Resource Person: Group Captain Sudhir Amin, Ex Indian Airforceand Mr.

Karthik, Aerodynamics, Mumbai

Venue: Dept. of CSE Lecture Halls LH-311, LH-312, LH-314

Total Students Benefited: 210

Date	Timings	Room No
	9.00AM-11.00AM	LH 311
10/05/2024	11.00 AM-1.00 PM	LH 312
	1.40 PM- 4.00 PM	LH 314

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills.

The technical phase of the interview was done by various faculties of Dept. of CSE, while Mr. Karthik and Group Captain Sudhir Amin interviewed the students for their soft skills.

Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experiences before an actual job interview.

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Mock Interview by Mr. Karthik



Mock Interview by Group Captain Sudhir Amin

Dept. Training Coordinator Dr. Bhramha Prakash

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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING Academic Year 2023 -2024 (Even Semester)

Date: 14/07/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Mock Interview"

Resource Person: Group Captain Sudhir Amin, Ex Indian Airforce and Mr.

Karthik, Aerodynamics, Mumbai

Venue: Dept. of CSE Lecture Halls LH-311, LH-312, LH-314

Total Students Benefited: 210

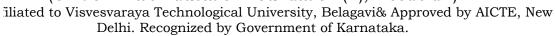
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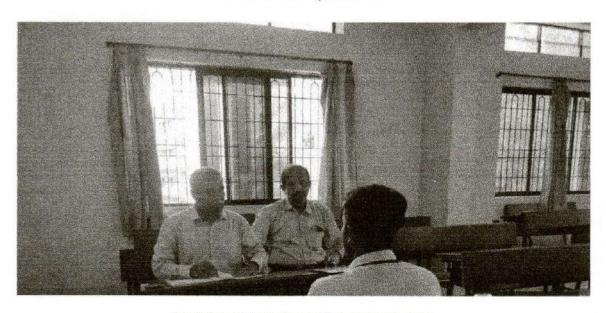
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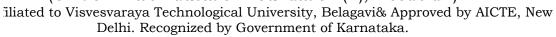
Mock Interview by Mrs. Della



Mock Interview by Group Captain Sudhir Amin

Dept. Training Coordinator Dr. Bhramha Prakash Dr. Malfinah Rotate Department
Dept. of Computer Science & Engineering
Alva's Institute of Engineering and Technology

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Date: 14/07/2024

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Total Students Benefited: 210

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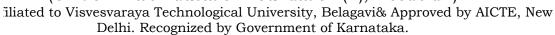
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Mock Interview by Mrs. Della



Mock Interview

BP

Dept. Training Coordinator Mr. Prashanth Kumar

Dept. of Computer Science & Engineering Alva's Institute of Engineering and Technology Milar. Moodubidire - 574 225, D.K. Karnataka, India





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DEPARTMENT OF INFORMATION SCIENCE AND ENGINEERING

Event: Pre-Placement Training - Soft Skills.

Resource Person: Mr. Chandan Kumar, Mr. Karthik, Mrs. Vinutha, Mrs. Nidhi (Aerodynamics

Academy)

Date: 31/08/2023 to 2/09/2023 Time: 09:00 AM to 04:40 PM

Venue: ISE Classroom 302, Main Block, AIET.

The Soft Skills Training program is being conducted by Aerodynamics Academy from 31st August 2023 to 2nd September 2023. Spanning 3 days, the program focuses on developing key soft skills essential for professional growth and personal development, including communication, emotional intelligence, leadership, teamwork, and conflict resolution. The training is facilitated by expert trainers Mr. Chandan Kumar, Mr. Karthik, Mrs. Vinutha, and Mrs. Nidhi.

Day 1: 31st August 2023 - Communication and Emotional Intelligence

• Session 1: Effective Communication (Mr. Chandan Kumar)

The session focused on enhancing verbal and non-verbal communication skills, essential for building professional relationships. Mr. Chandan emphasized active listening, assertive communication, and delivering constructive feedback. Participants engaged in role-playing exercises to improve clarity and articulation.

Session 2: Emotional Intelligence (Mr. Karthik)

Mr. Karthik explored the five components of Emotional Intelligence (EI): self-awareness, self-regulation, motivation, empathy, and social skills. Participants practiced self-reflection and emotional regulation techniques, which helped improve interpersonal relationships and emotional management in the workplace.

Day 2: 1st September 2023 - Leadership, Teamwork, and Conflict Resolution

Session 1: Leadership and Teamwork (Mrs. Vinutha)

Mrs. Vinutha discussed leadership styles (transformational, transactional, situational) and their impact on team dynamics. Participants learned to adapt leadership approaches, build trust, and foster collaboration within teams. Group activities highlighted key teamwork principles such as task delegation and motivation.



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Session 2: Conflict Resolution (Mrs. Nidhi)

Mrs. Nidhi provided techniques for managing workplace conflicts, including negotiation, compromise, and collaboration. Through case studies and role-plays, participants practiced resolving conflicts constructively while maintaining positive working relationships.



Day 3: 2nd September 2023 - Resume Building and Mock Interviews

Session 1: Resume Building (Mrs. Nidhi)

Mrs. Nidhi guided participants in creating effective resumes, focusing on structure, key achievements, and tailoring resumes for specific job roles. Personalized feedback was given to help participants improve the presentation, content, and inclusion of soft skills like communication and emotional intelligence.

Session 2: Mock Interviews (Mr. Karthik & Mrs. Vinutha)

The session provided participants with an opportunity to practice answering common and behavioral interview questions. Feedback was given on body language, communication, and confidence, helping participants refine their interview techniques. Tips on handling difficult questions and presenting strengths were shared to improve future interview performances.



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DEPARTMENT OF INFORMATION SCIENCE AND ENGINEERING

Participant Engagement and Interaction:

Throughout the program, there was a strong emphasis on active participation and practical learning. Participants were engaged in various role-plays, group discussions, and case studies, which allowed them to apply their learning to real-world situations. The interactive approach ensured that attendees not only gained theoretical knowledge but also developed the confidence to implement these skills in their professional lives.

Feedback from participants highlighted the value of the hands-on activities, which allowed them to practice communication, teamwork, and conflict resolution techniques in a supportive environment. Many participants expressed that the mock interview sessions were

Outcomes and Impact:

The training program achieved significant outcomes in the following areas:

- Enhanced Communication Skills: Participants reported improved clarity and confidence in their communication, both in verbal and written formats.
- Increased Emotional Intelligence: Participants gained better self-awareness and learned how to manage their emotions effectively, leading to stronger interpersonal relationships.
- Stronger Leadership and Teamwork Abilities: The training equipped participants with
 the tools to be better leaders and collaborators in their professional roles.
- Improved Conflict Management: Participants learned how to address conflicts constructively, resulting in more harmonious work environments.
- Job-Ready Skills: The resume building and mock interview sessions prepared participants
 to present themselves effectively to potential employers, increasing their chances of success
 in job applications.

Conclusion:

The Soft Skills Training Program conducted by Aerodynamiks Academy was a resounding success. The comprehensive approach, covering essential soft skills and practical career tools like resume building and mock interviews, provided participants with the knowledge and confidence to



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succeed in their professional endeavors. The hands-on, interactive nature of the sessions, combined with expert insights from trainers Mr. Chandan Kumar, Mr. Karthik, Mrs. Vinutha, and Mrs. Nidhi, made the program both informative and highly engaging.

Given the positive feedback and the evident impact on participants' professional skills, it is highly recommended to continue offering such programs in the future, with potential expansion into areas such as time management, negotiation, and critical thinking.

Dept. Training Coordinator

Mr. Pradeep Nayak



SHOBHAVANA CAMPUS, MIJAR, MOODBIDRI – 574 225

DEPARTMENT OF INFORMATION SCIENCE & ENGINEERING

BOOTCAMP TRAINING PHASE-2: Soft Skill Training - Aerodynamiks

4th Year 2023-24

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SHOBHAVANA CAMPUS, MIJAR, MOODBIDRI - 574 225

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BOOTCAMP TRAINING PHASE-2: Soft Skill Training - Aerodynamiks

4th Year 2023-24

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Dept. Of Information Science & Engineering
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ALVA'S INSTITUTE OF ENGINEERING & TECHNOLOGY

A Unit of Alva's Education Foundation (R)

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Shobhavana Campus, Mijar, Moodbidri- 574 225, Mangalore, D.K., Karnataka State.

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DEPARTMENT OF INFORMATION SCIENCE AND ENGINEERING

Event: Soft Skills Training

Resource Person: Mr. Chandan Kumar, Mr. Karthik, Mrs. Vinutha, Mrs. Nidhi (Aerodynamics

Academy)

Date: 12/12/2023 - 29/02/2024 (16days)

Time: 11:00 AM to 12:40 PM

Total Hours: 32 hrs.

Venue: ISE Classroom 302, Main Block, AIET.

The Soft Skills Training program is being conducted by Aerodynamics Academy from 12th December 2023 to 29th February 2024. The program spans 16 days and focuses on developing key soft skills necessary for professional growth and personal development. The sessions are facilitated by esteemed resource persons:

- Mr. Chandan Kumar
- Mr. Karthik
- Mrs. Vinutha
- Mrs. Nidhi

Session Breakdown:

1. "About Self" - 2 Hours

Objective:

The purpose of this session was to help participants engage in self-reflection, develop self-awareness, and understand how they can improve their personal and professional lives.

Key Activities and Learning:

- Self-Assessment: Participants engaged in activities like SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis, identifying their strengths and areas for improvement.
- Self-Reflection: Exercises helped participants explore their values, beliefs, and motivations.
- Goal Setting: The session emphasized the importance of setting personal and professional goals.

Outcome:

By the end of the session, participants had a clearer understanding of their personality, strengths, and areas they need to work on to enhance their confidence and performance.



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2. "Confidence Building" - 4 Hours

Objective:

This session was aimed at enhancing participants' self-confidence, teaching them techniques to overcome self-doubt, and providing tools to present themselves effectively.

Key Activities and Learning:

- Techniques to Build Confidence: Participants learned methods such as positive self-talk, visualization, and power poses to boost self-esteem.
- Overcoming Fear and Anxiety: Practical tips on managing nervousness and maintaining composure in challenging situations.
- Public Speaking Exercises: Participants were given short public speaking tasks to practice
 presenting with confidence.

Outcome:

Participants reported feeling more confident in their abilities and were better equipped to handle challenging situations that require self-assurance.

3. "Grooming" - 4 Hours

Objective:

This session focused on the importance of personal grooming and its impact on professional success.

Key Activities and Learning:



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Personal Hygiene and Dress Code: Discussions on appropriate attire for different professional settings, along with the importance of maintaining good hygiene.

Body Language: How posture, eye contact, and gestures can influence how others perceive

you.

Professional Etiquette: Tips on dining etiquette, handshakes, and the importance of nonverbal communication in professional settings.

Participants learned to enhance their professional image by paying attention to grooming, which significantly boosts confidence and creates a positive first impression.

4. "Impromptu Speech" - 4 Hours

Objective:

The impromptu speech session helped participants overcome their fear of speaking spontaneously and encouraged them to think quickly and articulate their ideas effectively.

Key Activities and Learning:

Techniques for Impromptu Speaking: The trainers introduced strategies for organizing thoughts quickly, such as using the "PREP" method (Point, Reason, Example, Point).

Speech Practice: Participants practiced giving impromptu speeches on various topics with

limited preparation time.

Feedback: Each participant received constructive feedback from trainers and peers to improve their speaking skills.

Outcome:

By the end of the session, participants felt more comfortable and confident speaking on the spot, an important skill in both personal and professional scenarios.

5. "Team Building" - 2 Hours

Objective:

This session aimed at teaching participants the importance of teamwork and how to collaborate effectively with others to achieve shared goals.

Key Activities and Learning:

Team Building Exercises: Participants engaged in activities like group problem-solving, trust-building exercises, and teamwork challenges.

Role of Communication: Focus was placed on the importance of clear and open communication in effective teamwork.

Conflict Resolution: Strategies for resolving conflicts and maintaining harmony within a team were discussed.

Outcome:

Participants gained valuable skills to work effectively in teams, improving their collaboration and interpersonal communication in group settings.



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6. "Group Discussion" (GD) - 4 Hours

Objective:

The GD session helped participants understand the dynamics of group discussions and how to express their views effectively while also listening to others.

Key Activities and Learning:

GD Simulation: Participants engaged in mock group discussions on various topics, focusing on structured communication and time management.

Effective Participation: Tips on how to contribute meaningfully to group discussions, including how to introduce ideas, build upon others' thoughts, and handle disagreements.

Evaluating GD Performance: Trainers provided feedback on each participant's performance in the discussion, focusing on their communication style, leadership, and teamwork.

Outcome:

By the end of the session, participants improved their ability to communicate effectively in group settings and were better equipped to participate confidently in professional discussions.

7. "Resume Building" - 2 Hours

Objective:

This session was designed to help participants create impactful resumes that effectively showcase their skills, experience, and qualifications.

Key Activities and Learning:

- Resume Formatting: Participants learned the best practices for structuring a resume, including sections on education, skills, work experience, and achievements.
- Tailoring Resumes: The importance of customizing resumes to suit specific job profiles and industries.
- Highlighting Key Skills: Focus was placed on identifying transferable skills and ensuring that key accomplishments were clearly highlighted.

Outcome:

Participants left the session with a polished, professional resume that better showcased their strengths and aligned with industry standards.

8. "Mock Interview" - 6 Hours

Objective:

The mock interview session was designed to prepare participants for real-life job interviews by simulating the interview process and providing personalized feedback.

Key Activities and Learning:



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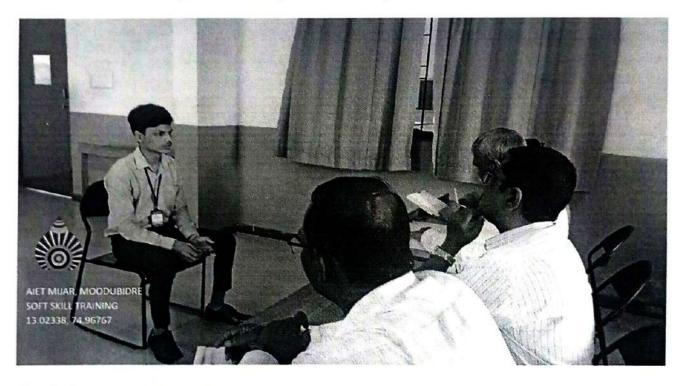
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- Interview Simulation: Each participant underwent mock interviews where they were asked common interview questions, including situational, behavioral, and technical questions.
- Feedback and Improvement: After each mock interview, trainers provided constructive feedback on areas such as body language, communication skills, and answering techniques.
- Interview Etiquette: Participants learned how to prepare for interviews, including researching companies, dressing appropriately, and following up after interviews.

Outcome:

By the end of the session, participants were more confident and better prepared for job interviews, with a clear understanding of what to expect and how to present themselves effectively.



Conclusion:

The Soft Skills Training Program conducted by Aerodynamics Academy has provided a comprehensive framework for enhancing both personal and professional skills. With a combination of practical exercises, personalized feedback, and insightful training sessions, participants have gained essential skills in self-awareness, confidence, grooming, communication, teamwork, resume writing, and job interviews. These skills will undoubtedly help them excel in their careers and contribute positively to their workplaces.

Dept. Training Coordinator

Mr. Pradeep Nayak



(A Unit of Alva's Education Foundation)
Shobhavana Campus, Mijar, Moodbidri, D.K – 574225
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TIME TABLE

w.e.f: 7/12/2023

DEPARTMENT: Information Science and Engineering

Academ	ic Year	Scheme	Sei	mester	Secti	on	Class Co	ordinator	Room No		
2023	3-24	2021		V	-		Ms. Lola	kshi P K	302		
DAY	9.00 To 9.50	9.50 To 10.40	10.40 To 11.00	11.00 To 11.50	11.50 To 12.40	12.40 To 1.40	1.40 To 2.30	2.30 To 3.20	3.30 To 5.00		
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Allocation of Courses

Course Code	Comment of the control of the contro		Name of the Faculty	Faculty Initial
21CS51	ATC	Automata Theory and Compiler Design	Dr. Sudheer Shetty	SS
21CS52	CN	Computer Networks	Mr. Pradeep Nayak / Mr. Mounesh K Arkachari (Lab)	PN / MKA
21CS53	DBMS	Database Management Systems	Prof. Jayantkumar A Rathod	JAR
21CS54	AIML	Artificial Intelligence and Machine Learning	Mr. Naveen G	NG
21CSL55	DBMS Lab	Database Management Systems Laboratory with Mini Project	Prof. Jayantkumar A Rathod / Mr. Mounesh K Arkachari	JAR / MK
21XX56	RMIP	Research Methodology & Intellectual Property Rights	Dr. Rahul Pathak	RP
21CIV57	EVS	Environmental Studies	Dr. H G Umeshchandra	HGU
21CSL581	AJS Lab	Angular JS	Ms. Lolakshi P K / Dr. Sudheer Shetty	LPK / SS
	APT	Aptitude	Mr. Pradeep Nayak	PN
	SST	Soft Skills Training	Aerodynamiks	

Timetable Coordinator

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Principal PRINCIPAL

Dept. Of Information Science & Engineering Alva's Institute of Engg. & Technology

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ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY SHOBHAVANA CAMPUS, MIJAR, MOODBIDRI – 574 225 DEPARTMENT OF INFORMATION SCIENCE & ENGINEERING

Pre-Placement Training

Academic Year 2023-24

Event: Soft Skills

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TRAINING COORDINATOR

HOP. O. D.

Dept. Of Information Science & Engineering Alva's Institute of Formation Miljar, MOODDING



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date: 14/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Email - ID"

Resource Person: Mr. Chandan Rao, Aerodynamics, Mumbai

Venue: Dept. of ECE Lecture Halls LH-302, LH-304,

Total Students Benefited: 115

Date	Timings	Room No
	9.00AM-11.00AM	LH 311
03/05/2024	11.00 AM-1.00 PM	LH 312

Email is important for communication because it allows users to send information in letter format, and email can replace traditional mail options. Emails can be more beneficial for communication because they can often include text, documents and multimedia, like photos and videos.

Trainer told the students since so much of our communication is now digital, people may make an initial opinion of you without ever seeing or hearing you. He also told that one way to present a professional image is by using a business-related email address.

Students were been told to use an email address when applying for jobs that has your entire name, first and last names, initials, or a little variant. Try adding a middle name, middle initial or random number if you have a common name or are having trouble coming up with a new email address and also for both safety and ageism reasons — don't use your birth year in an email address. Avoid addresses that include a nickname, hobby, pet's name, or any other personal information. You don't want to showcase something that could lead to discrimination or give a bad impression. And, definitely avoid political, religious, or gender references.

Outcome: Students understood that efficient and professional way of using email address is very essential in professional life.

H. O. D.

Dept. Of Electronics & Communication
Alva' Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 228

PRINCIPAL
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Alva's Institute of Engg. & Technology,
Mijor. MOODBIDRI - 574 225, D.K



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DEPARTMENT OF ELECTRONICS AND COMMUNICATION ENGINEERING

Date: 14/05/2024

Report on Soft Skill Training for 6th Semester Students

Topic: "Mock Interview"

Resource Person: Group Captain Sudhir Amin, Ex Indian Airforceand Mr.

Karthik, Aerodynamics, Mumbai

Venue: Dept. of ECE Lecture Halls LH-302, LH-304

Total Students Benefited: 118

Date	Timings	Room No
10/05/2024	9.00AM-11.00AM	LH 302
	11.00 AM-1.00 PM	LH 304
11/05/2024	9.00AM-11.00AM	LH 302
	11.00 AM-1.00 PM	LH 304

In two panels, a mock interview was conducted. Each interview panel included two people on it, including an interviewer for technical and soft skills.

The technical phase of the interview was done by various faculties of Dept. of ECE, while Mr. Karthik and Group Captain Sudhir Amin interviewed the students for their soft skills.

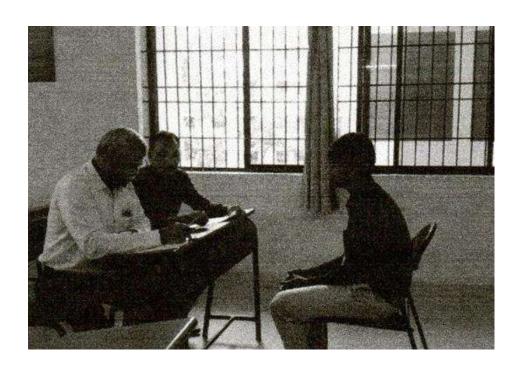




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Outcome: Students got an opportunity to practice, receive feedback and improve their skills. It helped students to develop their interview strategies, enhance communication skills, answer challenging questions, and ease the nerves that they experiences before an actual job interview.

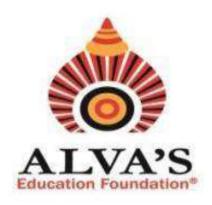
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Alva' Institute of Engg. & Technology
Mijar, MOODBIDRI - 574 228

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Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225 Phone: 08258-262725, Fax: 08258-262726



PG SOFT SKILL TRAINING PROGRAM 2023-24



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

18-08-2023

To IQAC Chairman AIET, Mijar

Respected Sir,

Subject: Permission to conduct the workshop on Face Reading and Body Language Analysis

PG Department of Business Administration has decided to conduct one day session on "Face Reading and body language Analysis" for the II year MBA students on 19th Aug 2023 from 09,00AM to 12.40 PM in Seminar Hall

Date	Time	Topic	Resource Person	
19-08-2023	09.00AM to 12.40PM	Face Reading and body language Analysis	Dr.Rachita,Healer,Motivator Dr. Prakash Menon , Renowned Practitioner ,Eastern healing and predicting techniques	

Thanking you.

Yours sincerely

HOD

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225 PRINCIPAL

Alva's Institute of Engg. & Technology,

Mijar, MOODBIDRI - 574 225, D.K



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/ID/151

18-08-2023

CIRCULAR

It is hereby informed to all the I year MBA students to attend workshop on "Face reading and body language analysis" by Dr. Rachita is a healer, motivator, mentor, behavioural expert and hypnotherapist & Dr. Prakash Menon renowned practitioner, eastern healing and predicting techniques on 19th August 2023 from 09:00am to 12:40pm in MBA Seminar hall without fail.

Signile

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON FACE READING BODY LANGUAGE ANALYSIS

Date:

19-August-2023

Venue: MBA Seminar Hall

Resource Persons: Mrs. Rachita, healer, motivator, mentor, behavioural expert, hypnotherapist

Dr. Prakash Menon, renowned practitioner of eastern healing and predicting techniques

The face reading session was conducted by for I year MBA students by Mrs. Rachita Face reading, also known as physiognomy, is the art of interpreting facial features to gain insights into an individual's personality traits, strengths, and potential challenges. This session aimed to provide MBA students with a unique perspective on interpersonal dynamics and self-awareness.

Objectives of the face reading session:

- 1. Introduce MBA students to the principles of face reading.
- 2. Enhance self-awareness and understanding of personal strengths and challenges.
- Explore the potential applications of face reading in business and interpersonal relationships.



Session by Mrs. Ruchita



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Report: The session commenced with an introduction to the history and basics of face reading. The facilitator, an experienced face reader, explained how certain facial features are associated with specific personality traits and behaviours. Students were encouraged to approach the session with an open mind and to consider face reading as a toll for self-reflection rather than a deterministic science.



Session by Mrs. Ruchita

Following the introduction, students engaged in practical exercises where they practiced face reading on their peers. Each student was provided with a guide on interpreting facial features such as the eyes, nose, mouth and overall face shape. The hands-on exercises allowed participants to apply the principles they learned and to discuss their observations with their peers.

After the practical exercises, a reflective discussion was facilitated to allow students to share their experiences and insights. The discussion delved into the ethical considerations of face reading, the limitations of this practice and the potential benefits in understanding non-verbal communication in business settings.

Feedback from the MBA students was generally positive, with many expressing surprise at the accuracy of certain observations. However, it was emphasized that face reading should be approached with caution, considering cultural differences and the limitations of the practice.



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PG DEPARTMENT OF BUSINESS ADMINISTRATION



Honour of gratitude to the guests by Mr. Vivek Alva

Outcome:

- The face reading session provided MBA students with a unique and thought-provoking experience, fostering self-awareness and an appreciation for the subtleties of human interaction.
- The session encouraged students to integrate this knowledge into their personal and professional development, recognizing the value of both verbal and non-verbal communication in the business.

Total 120 students benefited from this session.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

		I Year MBA 2022-2024	Date:19-08-2023		
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Alva's Institute of Engineering & Technology

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the PG Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: face Reading Body language Analysis Date: 19/08/27
Trainer: Dr Rachita.

SI No.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted					
2.	The topic was presented in an organized manner		~			
3.	The program was well planned within the allotted time		0			
4.	The Speaker was knowledgeable on the topic	1				
5.	The speaker was a good communicator		1			
6.	I will recommend this speaker to handle topics in our programme		1	w		
7.	I would be interested in attending a follow- up, more advanced presentations on this same subject/topic in future.			V		

Thank You!

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225



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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

21-11-2023

To

IQAC Chairman

AIET, Mijar

Respected Sir,

Subject: Permission to conduct the Soft skill Training on Personality Development and Communication Skills.

This is to inform you that, to train the students of PG Department of Business Administration I have decided to conduct the "Softskill Training on Personality Development and Communication Skills." by Ms. Aishwarya Beena N, Softskill trainer, MTD Bangalore for II Year MBA students (Batch 2022-24) on 26th November 2023. Kindly request you to permit us to conduct the program.

Date	Resource Person	Venue
26-11-2023	Ms. Aishwarya Beena N	MBA Seminar Hall

Thanking you.

Yours sincerely

PRINCIPAL

Alva's Institute of Engg. & Technology Mijur. MOODBIDRI - 574 225, D.K



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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

21-11-2023

CIRCULAR

This is to inform you that, students of II year MBA has to attend a Softskill training on Personality Development and Communication Skills by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 26th November 2023. It is mandatory for the students to undergo the training program and request you to make the necessary arrangements for the same.

Date	Resource Person	Venue
26-11-2023	Ms. Aishwarya Beena N, Softskill trainer	MBA Seminar Hall

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/ID/168

24-11-2023

CIRCULAR

It is hereby informed to all the II year MBA students to attend the "Softskill Training" by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 26th November 2023 in MBA Seminar hall without fail.

Copy to

- **Notice Board**
- **Class Circulation**
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

SYLLABUS FOR PERSONALITY DEVELOPMENT AND COMMUNICATION SKILLS

Time	Topic	Learning Objectives
Forenoon Session	Personality Development	· Identify their personality type and understand its impact on communication and interactions.
		· Conduct a SWOT analysis to assess their strengths, weaknesses, opportunities, and threats.
		 Develop strategies for leveraging their strengths and overcoming their weaknesses.
Afternoon Session	Communication Skills	· Enhance their communication skills through active participation in group discussions.
2 1 n		· Learn effective body language techniques to convey confidence, professionalism, and engagement.
		· Develop critical thinking abilities by analyzing information and forming well-reasoned arguments.
		· Practice argumentation and debate skills through a simulated debate.



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON PERSONALITY DEVELOPMENT AND COMMUNICATION SKILLS

Date: November 26, 2023

Time: 9:00 AM to 5:00 PM

Trainer: Ms. Aishwarya Beena N.

Venue: Seminar Hall

Objectives:

- To develop effective practical orientation in students to build and improve communication skills.
- To enhance the thinking skills and critical thinking abilities of students.
- To foster team building and leadership qualities among students.
- To help students understand their personality types and how to leverage their strengths.

Session Overview:

The interactive session on personality development and communication skills was designed to provide MBA students with the opportunity to develop essential skills for success in the business world. The session covered a variety of topics, including personality type assessment, SWOT analysis, group discussions, body language, critical thinking, and debate.

Forenoon Session:

- Personality Type Assessment: Students began the session by taking a personality type
 assessment to identify their individual strengths and weaknesses. This exercise helped
 students to understand how their personality type affects their communication style and
 interactions with others.
- SWOT Analysis: Students then conducted a SWOT analysis, focusing on their personal strengths, weaknesses, opportunities, and threats. This exercise helped students to identify areas for improvement and to develop strategies for achieving their goals.



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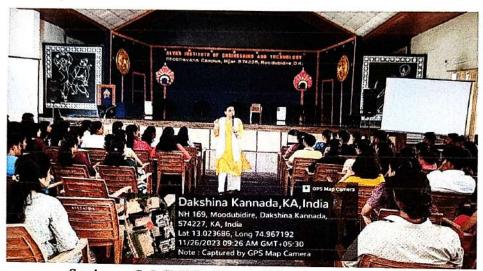
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Session on Soft Skill Training by Ms. Aishwarya Beena N

Afternoon Session:

- Group Discussions: Students participated in a series of group discussions on various topics. These discussions provided students with the opportunity to practice their communication skills, teamwork, and critical thinking abilities.
- Body Language: Ms. Beena discussed the importance of body language in effective communication. Students learned how to use their body language to convey confidence, professionalism, and engagement.
- Critical Thinking: Ms. Beena introduced the concept of critical thinking and taught students how to analyze information and form well-reasoned arguments.
- Debate: Students participated in a debate on a current issue. This exercise helped students
 to develop their critical thinking and argumentation skills.



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PG DEPARTMENT OF BUSINESS ADMINISTRATION



Session on soft skill training by Ms. Aishwarya Beena

Conclusion:

The interactive session on personality development and communication skills was a valuable learning experience for MBA students. The session provided students with the opportunity to develop essential skills for success in the business world. Students gained a better understanding of themselves, their communication styles, and their ability to work effectively with others.

Outcomes:

- Students gained a better understanding of their personality types and how this affects their communication style and interactions with others.
- Students developed their communication skills through active participation in group discussions and presentations.
- Students enhanced their critical thinking abilities by learning how to analyze information and form well-reasoned arguments.
- Students developed their team building and leadership skills through collaborative activities and exercises.

Total of 120 students benefitted from the session

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:26/11/2023

Venue : MBA Seminar Hall

Personality development & Communication Skill

SECTION 'A'				
SL. No	USN	STUDENT NAME	Signature	
1	4AL22BA002	Abin K P		
2	4AL22BA005	Akshatha B Mali	No	
3	4AL22BA006	Akshitha.M	BINOOT	
4	4AL22BA007	The state of the s	ABLUM	
5	4AL22BA009	Apoorva	Alisla	
6	4AL22BA010	Ashwitha Shetty	Aposilla	
7	4AL22BA011	Ayesha Ibrahim	AA	
8	4AL22BA012	Bhoomika	Agerbae,	
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19	4AL22BA036		1. 4	
20	4AL22BA038	Krithik K M	Reeth an	
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23	4AL22BA049	Nithin J. Poojary	Conta	
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25	4AL22BA051	Nithya R S	Nº Shyang	
26	4AL22BA057	Prajeetha Shetty	Platy	
27	4AL22BA060	Pramod	ARSANA	
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53	4AL22BA110	Supritha	4
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:26/11/2023

Venue: MBA Seminar Hall

Personality development & Communication Skill

SECTION'B'

SL. No	USN	STUDENT NAME	Signature
1	4AL22BA001	Abhiraj K V	Asi
2	4AL22BA003	Adarsh	
3	4AL22BA004	Akshari Shetty	As
4	4AL22BA008	Amisha Devadiga	aven
5	4AL22BA015	Chethan	Chithan
6	4AL22BA017	Ciona Vilceeta Pereira	list
7	4AL22BA020	Deepthi	Deedfui
8	4AL22BA021	Deepthi Kumari	Party
9	4AL22BA022	Dhanush	Daner
10	4AL22BA025	Divyashree	999
11	4AL22BA026	Fiza S Shaikh	Lera-
12	4AL22BA028	Harshitha	AR
13	4AL22BA030	Helan K. J	Philan
14	4AL22BA031	Hithesh	a shish -
15	4AL22BA034	K Abhay Pai	ionstraypas
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17	4AL22BA037	Kishan Kumar	Kister
18	4AL22BA039	Kruti K S	G ALLEN
19	4AL22BA040	Maithri R Shetty	SAL COLOR
20	4AL22BA042	Meghana G.U	haust
21	4AL22BA043	Monica M	Monita. M
22	4AL22BA044	Muniraju S	North
23	4AL22BA046	Navaneeth Gore	(P)
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38	4AL22BA073	Rakshith Shetty	ROKA
39	4AL22BA074	Rakshitha	ACC.
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41	4AL22BA076	Ramyashree	auce.
42	4AL22BA081	Samyak Jain	Taut.
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44	4AL22BA084	Sapan	Sonheth
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46	4AL22BA087	Sharanya Shetty	- OP
47	4AL22BA088	Shashikumar Ramanna Bangi	alety
48	4AL22BA089	Shodhan Jain	head
49	4AL22BA092	Shraddha Shetty	100
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52	4AL22BA098	Shreya Jain	hote
53	4AL22BA102	Shushank Jain	Mayer
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Soft skill Training.
Trainer: Aishwarya.

Date 26 / [1/20

SI no.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted	1	2	3	4	5
2.	The topic was presented in an organized manner			To the Property of the Propert	tiff the second state of	AP TO SERVICE
3.	The program was well planned within the allotted time	~		Comment of the		
4.	The Speaker was knowledgeable on the topic	~			-	Grap
5.	The speaker was a good communicator				71%	
6.	I will recommend this speaker to handle topics in our programme	~		721 70 6		200 TH
7.	I would be interested in attending a follow-up, more advanced presentations on this same subject/topic in future.	~			14 Supple	19. 13.0 Tun.

Thank You!

Name: Shouthon D. Shefty. USN: 4ALZABAIOI



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TRAINING AND PLACEMENT DEPARTMENT

21-11-2023

No. AIET/T&PC/TT/2023-24/

To

IQAC Chairman

AIET, Mijar

Respected Sir,

Subject: Permission to conduct the Soft skill Training on Email Etiquette.

This is to inform you that, to train the students of PG Department of Business Administration I have decided to conduct the "Softskill Training on Email Etiquette" by Ms. Aishwarya Beena N, Softskill trainer, MTD Bangalore for II Year MBA students (Batch 2022-24) on 27th November 2023. Kindly request you to permit us to conduct the program.

Date	Resource Person	Venue
27-11-2023	Ms. Aishwarya Beena N	MBA Seminar Hall

Thanking you.

Yours sincerely

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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

21-11-2023

CIRCULAR

This is to inform you that, students of II year MBA has to attend a **Softskill Training on Email Etiquette** by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 27th

November 2023. It is mandatory for the students to undergo the training program and request you to make the necessary arrangements for the same.

Date	Resource Person	Venue	
27-11-2023	Ms. Aishwarya Beena N, Softskill trainer	MBA Seminar Hall	

Copy to

- MBA HOD
- Class Circulation
- Notice Board

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AIET/MBA/ID/169

24-11-2023

CIRCULAR

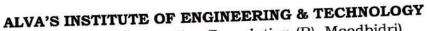
It is hereby informed to all the II year MBA students to attend the "Softskill Training on Email Etiquette" by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 27th November 2023 in MBA Seminar hall without fail.

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Copy to

- Notice Board
- Class Circulation
- Online Circulation

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

SYLLABUS ON EMAIL ETTIQUETTES

Sl. No	Topics
1	 Introduction to Email Communication Overview of the importance of professional email communication in business settings Understanding the purpose and objectives of effective email etiquette
2	 Formatting and Structure Proper email formatting: subject lines, salutations, body, and closing Importance of brevity and clarity in communication Understanding the use of formal language and tone
3	Addressing and Greetings Guidelines for addressing recipients appropriately Understanding cultural differences in greetings and salutations
4	 Content and Language Effective writing techniques for emails: being concise and to the point Avoiding jargon, slang, and emotive language in professional emails
5	 Tone and Politeness Understanding the importance of maintaining a polite and professional tone Managing emotions and conflict resolution in email communication
6	Responding and Timeliness Strategies for prompt and appropriate responses to emails Importance of acknowledging receipt, even if a detailed response is pending
7	Attachments, Signatures, and Closures • Proper use of attachments and guidelines for sending files • Creating professional email signatures and appropriate closures

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON EMAIL ETTIQUETTES

Date: 27-11-2023

ALVA'S

Time: 9.00am to 5.00pm

Resource Person: Ms. Aishwarya Beena

Venue: MBA Seminar Hall

Objective: To develop effective practical orientation to the students to build and

improve communication skill, business correspondence, team building, leadership

and others.

The Department of Master of Business Administration organized an interactive session on "Importance of Teamwork and Email Writing" on 27 October 2023 of Boot camp. The session was conducted by Mrs. Beena. The resource person commenced her discussion with conducting an activity using a newspaper and made 2 different groups and also appointed 2 students as moderator to monitor the group which turned out to be a game of understanding, team work, strategy and coordination. She also discussed the significance of systematic and structured way of doing the activity as a team. She gave detailed information on how team and group differ. What are all the skills that needs to be required for an individual to be a good leader and also a good team player.

In the afternoon session, the trainer conducted 2nd activity that is "crossing the bridge", where the whole close of 'A' and 'B' section was divided into total of 4 groups and 2 student moderators were appointed to closely monitor the game. It was also a game of strategic planning and teamwork. After the activity trainer discussed about the importance of email writing in a corporate world, she also helped us with the format and content that can be used to write emails for certain scenarios.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION



Session by communication skill

Outcome:

ALVA'S

- The session made students how to work in a team and what's the importance of planning and coordination
- The key points provided by the trainer regarding the team work which she
 initiated to students to speak up enhanced the confidence level, communication
 skills, leadership quality and thinking capacity among the students.
- The session also helped the students to understand how to write their Email writing in the systematic way.
- Students participated in the session, gained knowledge on email writing and Teamwork.

Total of 120 students were benefited by the session.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:27/11/2023

Venue : MBA Seminar Hall

Email Etiquettes

SECTION 'A'

SL. No	USN	STUDENT NAME	Signature
1	4AL22BA002	Abin K P	-08-B
2	4AL22BA005	Akshatha B Mali	2 notes 15
3	4AL22BA006	Akshitha.M	Sinta Bi
4	4AL22BA007	Alisha Maria	Alisho
5	4AL22BA009		Apopula
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15	4AL22BA024	Dhruvakumar Ay	OV OV
16	4AL22BA027	Greeshma	Gireeshma
17	4AL22BA032	Hrushitha	Hanchatta
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:27/11/2023

Venue : MBA Seminar Hall

Email Etiquettes

SECTION 'B'

SL. No	USN STUDENT NAME		Signature
1	4AL22BA001	Abhiraj K V	d
2	4AL22BA003	Adarsh	7
3	4AL22BA004	Akshari Shetty	A
4	4AL22BA008	Amisha Devadiga	aning.
5	4AL22BA015	Chethan	Chithan
6	4AL22BA017	Ciona Vilceeta Pereira	120
7	4AL22BA020	Deepthi	Deathi
8	4AL22BA021	Deepthi Kumari	Carthin .
9	4AL22BA022	Dhanush	D Centre
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12	4AL22BA028	Harshitha	ART.
13		Helan K. J	Chillan
14	4AL22BA031	Hithesh	We hich.
15		K Abhay Pai	& Albhery Pas
16	4AL22BA035	Kavya	(Courter)
17	4AL22BA037	Kishan Kumar	Kishan
18	4AL22BA039	Kruti K S	Causel
19	4AL22BA040	Maithri R Shetty	School -
20	4AL22BA042	Meghana G.U	Maria
21	4AL22BA043	Monica M	Monia.M
22	4AL22BA044	Muniraju S	W
23	4AL22BA046	Navaneeth Gore	
24	4AL22BA047	Naveen	
25	4AL22BA048	Nireeksha	Ninggluha.
26		Pooja	Spel -
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35		Priyanka R	(192)
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36	4AL22BA068	Pruthviraj	Colo
37	4AL22BA071	Rakshith	Rather
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40	4AL22BA075	Ramesh	ageer
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46	4AL22BA087	Sharanya Shetty	Shirt
47	4AL22BA088	Shashikumar Ramanna Bangi	and,
48	4AL22BA089	Shodhan Jain	4
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54 4	4AL22BA104	Soujanya	(3)
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56 4	AL22BA108	Sudeeksha S Shetty	Sinle,
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Mijar. MOODBIDRI - 574 225, D.K

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Gmail Elliquilles Trainer: Atshwaya Bens

Date 27/11/20 20

SI no.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted	10	2	3	4	5
2.	The topic was presented in an organized manner	Aged trail 1	V			
3:	The program was well planned within the allotted time) · · · · · · · · · · · · · · · · · · ·		/		antykus et 1
4.	The Speaker was knowledgeable on the topic	1 1	V	fig.		
5.	The speaker was a good communicator		1		360	contact to
6.	I will recommend this speaker to handle topics in our programme		V.	1 (1) (1)	27.4	412
7.	I would be interested in attending a follow-up, more advanced presentations on this same subject/topic in future.	- 2, 1			1.	

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Thank You!

HOD PG Dept. of Business Administration Alva's Institute of Engg. & Technology

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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

21-11-2023

To

IQAC Chairman

AIET, Mijar

Respected Sir,

Subject: Permission to conduct the Soft skill Training on Interview Skills.

This is to inform you that, to train the students of PG Department of Business Administration I have decided to conduct the "Softskill Training on Interview Skills" by Ms. Aishwarya Beena N, Softskill trainer, MTD Bangalore for II Year MBA students (Batch 2022-24) on 28th November 2023. Kindly request you to permit us to conduct the program.

Date	Resource Person	Venue
28-11-2023	Ms. Aishwarya Beena N, Softskill trainer	MBA Seminar Hall

Thanking you.

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TRAINING AND PLACEMENT DEPARTMENT

21-11-2023

CIRCULAR

This is to inform you that, students of II year MBA has to attend a **Softskill Training on**Interview Skills by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 28th

November 2023. It is mandatory for the students to undergo the training program and request you to make the necessary arrangements for the same.

Date	Resource Person	Venue
28-11-2023	Ms. Aishwarya Beena N, Softskill trainer	MBA Seminar Hall

Copy to

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- Notice Roard

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AIET/MBA/ID/170

24-11-2023

CIRCULAR

It is hereby informed to all the II year MBA students to attend the "Softskill Training on Interview Skills" by Ms. Aishwarya Beena N, Softskill trainer MTD Bangalore on 28th November 2023 in MBA Seminar hall without fail.

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- **Notice Board**
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

SYLLABUS ON INTERVIEW SKILLS

Sl. No	Topics
1	 Introduction to Interviewing What is an interview? Types of interviews (behavioral, situational, technical, etc.) The interview process from start to finish Common interview mistakes and how to avoid them
2	 Know Yourself Identifying your skills, strengths, and values Defining your career goals Building a strong personal brand
3	 Pre-Interview Preparation Researching the company and position Crafting a targeted resume and cover letter Preparing for common interview questions using the STAR method Anticipating potential challenges and developing strategies
4	 Communication Skills for Interviews Active listening techniques Clear and concise communication Answering questions confidently and articulately Handling difficult conversations
5	Non-Verbal Communication The importance of body language and eye contact Projecting a positive and professional image Using non-verbal cues to enhance your message

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON INTERVIEW SKILLS

Date: 28/11/2023

ALVA'S

Time: 9.00 am to 5.00pm

Venue: MBA Seminar Hall

Resource Person:- Aishwarya Beena

Objectives:

- 1. To develop effective interview skills among the students
- 2. To know the different techniques to build the resume effectively
- 3. To know the different corporate jargons

The day 3 of the "Soft skill development program" was started by trainer Aishwarya by dancing to a song to shrug of the morning sickness. The session continued with resume building in order to give a great first impression in an interview. She informed about the do's and don'ts that must be practiced while preparing the resume



Session on Interview skills by Ms Beena

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After informing on how to build a strong resume, she moved on to the second and the most important topic of any recruitment procedure, "THE INTERVIEW". She first explained us about the etiquette one must follow during the entire interview process. It was followed on by a Q&A session on the most frequently asked questions on an interview. Students were thoroughly prepared on how to and how not to answer those questions while facing the interviews.

Later on in the afternoon session, students were instructed to give a detailed feedback on the whole 3 day session which was divided between the groups. Students were also informed about the frequently used corporate jargons by group no.10 "THE OUTLIERS".



Presentation by the students

Outcome:-

ALVA'S

- 1. Students were able to learn different interview skills
- Students were able to build their resume effectively. Strong interview skills can significantly improve your chances of landing the job you want. By demonstrating

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

your communication, problem-solving, and critical thinking skills, you can make a positive impression on the interviewer and stand out from the competition.

Total of 120 students benefitted from the session

ALVA'S

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Alva's Institute of Engg. & Technology, Mijur, MOODBIDRI - 574 225, D.K.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:28/11/2023

Venue : MBA Seminar Hall

Interview Skills

SECTION 'A'

		3007107471	
SL. No	USN	STUDENT NAME	Signature
1	4AL22BA002	Abin K P	AND
2	4AL22BA005	Akshatha B Mali	Brusti
3	4AL22BA006	Akshitha.M	ALLEM
4	4AL22BA007		Alisha
5	4AL22BA009	Apoorva	Approved ,
6	4AL22BA010	Ashwitha Shetty	AGA
7	4AL22BA011	Ayesha Ibrahim	Ayesluf.
8	4AL22BA012	Bhoomika	BOOTHIS
9	4AL22BA013	Bhoomika DR	-
10	4AL22BA014	Chaitra	Chartre
11	4AL22BA016	Chirag	Ching
12	4AL22BA018	Deekshitha .N	Destasa
13	4AL22BA019	Deekshitha Rani K	Degritho
14	4AL22BA023	Dhanush. K	Flange 0
15	4AL22BA024	Dhruvakumar Av	06
16	4AL22BA027	Greeshma	groeshma
17	4AL22BA032	Hrushitha	Holushitha
18	4AL22BA033	Jenisha Lasrado	Jenisha
19	4AL22BA036	Keerthan	Kreekhain
20	4AL22BA038	Krithik K M	Carleia .
21	4AL22BA041	Megha	Mogha
22	4AL22BA045	Nanda DS	Davidy.
23	4AL22BA049	Nithin J. Poojary	A D
24	4AL22BA050	Nithya	Olthera
25		Nithya R S	MART
26		Prajeetha Shetty	Shotz.
27	4AL22BA060	Pramod	ABSE ANT
28	4AL22BA061	Pranava Swaroopa	NEO
29	4AL22BA062	Praneetha. J. H	6.500 O'Y
30	4AL22BA063	Prashantha G	

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33	31	4AL22BA064	Prathiksha	Parothe kehor.
34 4AL22BA070 Rajendra Prasad K B 35 4AL22BA072 Rakshith Jain 36 4AL22BA077 Rashmitha 37 4AL22BA078 Rithesh B 38 4AL22BA080 Sahithya 40 4AL22BA082 Sandeep Raviprasad Acharya 41 4AL22BA085 Satyajith H.Rao 42 4AL22BA091 Shraddha S Shetty 43 4AL22BA093 Shrawan 44 4AL22BA094 Shravan Acharya 45 4AL22BA096 Shreshta Jain 46 4AL22BA097 Shreya 47 4AL22BA099 Shreya Kava 48 4AL22BA100 Shreyas H Devadiga 49 4AL22BA101 Shrutha D Shetty 50 4AL22BA103 Sindhu Shiva Kharvi 51 4AL22BA106 Srikanth N 53 4AL22BA111 Suyritha 54 4AL22BA112 Suzana Shaikh 55 4AL22BA114 Tekoji Sillikyatar 57 4AL22BA117 Vineeth V Devadiga 59 4AL22BA118 Vinutha	32	4AL22BA065		Ballyho
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ALVA'S Ph: 08258-262725; Mob:722262724,7026262725,mail:principalaiet08@gmail.com

PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:28/11/2023

Venue : MBA Seminar Hall

Interview Skills

SECTION 'B'

		20011014.0	
SL. No	USN	STUDENT NAME	Signature
1	4AL22BA001	Abhiraj K V	
2	4AL22BA003	Adarsh	(H)
3	4AL22BA004	Akshari Shetty V	AB
4	4AL22BA008	Amisha Devadiga	(Del)
5	4AL22BA015	Chethan	Chethan
6	4AL22BA017	Ciona Vilceeta Pereira	lio
7	4AL22BA020	Deepthi	Derplu
8	4AL22BA021	Deepthi Kumari	Obelethi
9	4AL22BA022	Dhanush	Theresh
10	4AL22BA025	Divyashree	(Q)
11	4AL22BA026	Fiza S Shaikh	ferr.
12	4AL22BA028	Harshitha	and the second
13	4AL22BA030	Helan K. J	Spelan
14	4AL22BA031	Hithesh	Heller -
15	4AL22BA034	K Abhay Pai	re Abhory Pair
16	4AL22BA035	Kavya	augo
17	4AL22BA037	Kishan Kumar	Fishan
18	4AL22BA039	Kruti K S	Cutik
19	4AL22BA040	Maithri R Shetty	Alle
20	4AL22BA042	Meghana G.U	Nulaure
21	4AL22BA043	Monica M	Mmicy.M
22	4AL22BA044	Muniraju S	W// /
23	4AL22BA046	Navaneeth Gore	19
24		Naveen	Nec
25	4AL22BA048	Nireeksha	Winesluha.
26	4AL22BA052	Pooja	2
27	4AL22BA053	Pooja C	POOJA
28		Pooja k s	Poojake
29		Poojary Vinisha	Liest
30	4AL22BA056	Prahlad V Acharya	yann.

31	4AL22BA058	Prajna	180
32	4AL22BA059	Prajwal	Chity
33	4AL22BA029	Prerna Hegde	Foerna
34	4AL22BA066	Priyanka R	Pag
35	4AL22BA067	Pruthvika B G	Dodh
36	4AL22BA068	Pruthviraj	Yet
37	4AL22BA071	Rakshith	Pakul.
38	4AL22BA073	Rakshith Shetty	De-
39	4AL22BA074	Rakshitha	Tartethiology
40	4AL22BA075	Ramesh	Challer .
41	4AL22BA076	Ramyashree	Jane 1
42	4AL22BA081	Samyak Jain	Samon
43	4AL22BA083	Sanketh S	Soulcold
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47	4AL22BA088	Shashikumar Ramanna Bangi	Quint -
48	4AL22BA089	Shodhan Jain	A second
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52	4AL22BA098	Shreya Jain	Coup
53	4AL22BA102	Shushank Jain	SA.
54	4AL22BA104	Soujanya	
55	4AL22BA107	Srushti	dist
56	4AL22BA108	Sudeeksha S Shetty	Slar.
57	4AL22BA109	Suman.b	B.
58	4AL22BA113	Swathi	Asatir.
59	4AL22BA115	Thrupthi	3
60	4AL22BA119	Yashwith B Shetty	Grehart

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Soft skill.

Date 26. /11 /20 23

Trainer: Aichwarya.

SI no.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted	1.3	2	3	4	5
2.	The topic was presented in an organized manner	settlet in the	/	1		
3.	The program was well planned within the allotted time	estrick of the	~	2-		
4.	The Speaker was knowledgeable on the topic	~		3. 344		
5.	The speaker was a good communicator		✓ *** T	oral 1	- Cal	A)
6.	I will recommend this speaker to handle topics in our programme	V				41.4
7.	I would be interested in attending a follow-up, more advanced presentations on this same subject/topic in future.		~	in the	e de la companya de l	

Name: Alisha Maria

Thank You!

USN: HALZZBAOO7

Spopuse

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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

28-11-2023

To

IQAC Chairman

AIET, Mijar

Respected Sir,

Sub: Permission to conduct a Motivational session - The art of empowerment. This is to inform you that, to train the students of PG Department of Business Administration I have decided to conduct the "Motivational session - The art of empowerment" by Mr. Deek Parassini, Motivational Speaker, LIAP Foundation for II Year MBA students (Batch 2022-24) on 30th November 2023. Kindly request you to permit us to conduct the program.

Date	Resource Person	Venue
30-11-2023	Mr. Deek Parassini	MBA Seminar Hall
30-11-2025		

Thanking you.

Yours sincerely

Alva's Institute of Engg. & Technology, Mijar MOODBIDRI - 574 225, D.K



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TRAINING AND PLACEMENT DEPARTMENT

No. AIET/T&PC/TT/2023-24/

CIRCULAR

This is to inform you that, students of II year MBA has to attend a **Motivational session**- The art of empowerment by Mr. Deek Parassini, Motivational Speaker, LIAP

Foundation on 30th November 2023. It is mandatory for the students to undergo the training program and request you to make the necessary arrangements for the same.

Date	Resource Person	Venue
20.11.2022	Mr. Deek Parassini	MBA Seminar Hall
30-11-2023		

Copy to

- MBA HOD
- Class Circulation
- Notice Board

28-11-2023



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/ID/164

28-11-2023

CIRCULAR

It is hereby informed to all the II year MBA students to attend the "Motivational session - The art of empowerment" by Mr. Deek Parassini, Motivational Speaker, LIAP Foundation on 30th November 2023 in MBA Seminar Hall without fail.

Copy to

Notice Board

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Online Circulation

HOD PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON MOTIVATION SESSION

Date: November 30, 2023

Time: 6:00 PM to 8:00 PM

Speaker: Mr. Deek Parassini

Venue: Seminar Hall

Objectives:

To develop positive thinking among students

To address various issues and challenges faced by students

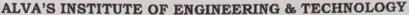


Motivation talk by Mr. Deek Parassini

Session Overview:

Introduction of the session was done by Mr Pranava, III Semester MBA followed by introduction of the Speaker by Ms Shresta of III Semester MBA.

The session began with the speaker stating that it is imperative to take on the positive side of everything and he went on to say that negativity does not exist. He elicited questions from the audience on any topic and started answering them giving an excellent response to every query that was put across. Students posed various questions about how to handle criticism, manage friendship, relationships etc. Every question was addressed with a lot of attention to detail and





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PG DEPARTMENT OF BUSINESS ADMINISTRATION

students got an answer to every concern. The session was enjoyable and the speaker was able to light heartedly engage the students on aspects related to everyday life, managing emotions and failures. The session ended with the vote of thanks.



Motivation talk by Mr. Deek Parassini

Outcome: This session helped the students to address various issues and challenges faced by them on and off the campus. They learnt to look at things in a new perspective.

Total of 120 students benefitted from the session.

Signing

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:30/11/2023

Venue : MBA Seminar Hall

Motivational Talk by Mr. Deek Prassini

		SECTION 'A'	9
SL. No	USN	STUDENT NAME	06:00PM-08:00PM
1	4AL22BA002	Abin K P	ABIA
2	4AL22BA005		(Page 1)
3	4AL22BA006		ALO M
4	4AL22BA007		Dula
5	4AL22BA009		Abono
6	4AL22BA010	▲	APOCIAL
7	4AL22BA011		7.48
8	4AL22BA012		Agric
9	4AL22BA013		Bloom
10	4AL22BA014		3
11	4AL22BA016		Chair.
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13	4AL22BA019	14.1	(X) see Pro-
14	4AL22BA023		Delle
15	4AL22BA024		Johnson
16	4AL22BA027		Plants
17	4AL22BA032	1.55	Over
18	4AL22BA033	Jenisha Lasrado	Thursday
19	4AL22BA036		Jenn
20	4AL22BA038		Lenthon
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22	4AL22BA045	Nanda DS	Megho
23	4AL22BA049	Nithin J. Poojary	har
24	4AL22BA050	Nithya	No.
25		Nithya R S	Withyo
26		Prajeetha Shetty	The state of the s
27		Pramod	Sect 1
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	4AL22BA062	Praneetha. J. H	(0) (V.
	4AL22BA063	Prashantha G	Sunaut
31		Prathiksha	· h old

32	4AL22BA065	Prathiksha Shetty	Bratestell
33	4AL22BA069	Rachana Shenov	THE PLANT OF THE PARTY OF THE P
34	4AL22BA070	Rajendra Prasad K B	
35	4AL22BA072	Rakshith Jain	7
36	4AL22BA077	Rashmitha	- Lee
37	4AL22BA078	Rithesh B	
38	4AL22BA079	Sahana	ØA.
39	4AL22BA080	Sahithya	
40	4AL22BA082	Sandeep Raviprasad Acharya	-
41	4AL22BA085	Satyajith H Rao	001
42	4AL22BA091	Shraddha S Shetty	200
43	4AL22BA093	Shramya	438
44	4AL22BA094	Shravan Acharya	(Storan
45	4AL22BA096	Shreshta Jain	1
46	4AL22BA097	Shreya	RAL
47	4AL22BA099	Shreya Kava	34)
48	4AL22BA100	Shreyas H Devadiga	Moring
49	4AL22BA101	Shrutha D Shetty	
50	4AL22BA103	Sindhu Shiva Kharvi	Qu's
51	4AL22BA105	Sowndarya	Oon-
52	4AL22BA106	Srikanth N	tine
53	4AL22BA110	Supritha	Sale
54	4AL22BA111	Suvith Shetty	Defret
55	4AL22BA112	Suzana Shaikh	Sis-
56	4AL22BA114	Tekoji Sillikyatar	Jo.
57	4AL22BA116	Vikas D K	lina
58	4AL22BA117	Vineeth V Devadiga	Venile
59	4AL22BA118	Vinutha	Parta
60	4AL22BA120	Yogish	D

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:30/11/2023

Venue : MBA Seminar Hall

Motivational Talk by Mr. Deek Prassini

SECTION'B'

SL. No	USN	STUDENT NAME	06:00PM-08:00PM
1	4AL22BA001	Abhiraj K V	(AAA
2	4AL22BA003	Adarsh	
3	4AL22BA004	Akshari Shetty	SAS-
4	4AL22BA008	Amisha Devadiga	TOWN .
5	4AL22BA015	Chethan	Chetha
- 6	4AL22BA017	Ciona Vilceeta Pereira	lion
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10	4AL22BA025	Divyashree	Plyagebree.
11	4AL22BA026	Fiza S Shaikh	Flya
12	4AL22BA028	Harshitha	fordita
13	4AL22BA030	Helan K. J	Joe -
14	4AL22BA031	Hithesh	- Fisherh
15	4AL22BA034	K Abhay Pai	-Ashays.
16	4AL22BA035	Kavya	
17	4AL22BA037	Kishan Kumar	Sisham Lunar
18	4AL22BA039	Kruti K S	Chi.
19	4AL22BA040	Maithri R Shetty	Maithelland
20	4AL22BA042	Meghana G.U	Yleghung
21	4AL22BA043	Monica M	Monrea
22	4AL22BA044	Muniraju S	Muragly
23	4AL22BA046	Navaneeth Gore	0
24	4AL22BA047	Naveen	HP
25	4AL22BA048	Nireeksha	Virgebly
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30	4AL22BA056	Prahlad V Acharya	Pas

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Postive thinking

Trainer: Deckposicussing

SI no.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted	1	1 2	-3-4125	4	5
2.	The topic was presented in an organized manner	/	* -4.6" + 4.6"	- 47 W - 44 (2020 - 2	1	
3.	The program was well planned within the allotted time	/				
4.	The Speaker was knowledgeable on the topic		- A-5	77	957-41	
5.	The speaker was a good communicator	/		*	V	- 14.57
6.	I will recommend this speaker to handle topics in our programme	/	MAN.		tagen	2-1-3-1-3 1-1-1-1-1 1-1-1-1-1
7.	I would be interested in attending a follow-up, more advanced presentations on this same subject/topic in future.	/		r transfer in		

Mame: Rakshith

Thank You! USN : 4ALARBAO71

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

06-12-2023

To

IQAC Chairman

AIET, Mijar

Respected Sir,

Sub: Permission to Conduct a Session on Table Manners and Etiquettes.

This is to inform you that, the PG Department of Business Administration has decided to conduct the "Session on Table Manners and Etiquettes" by Mr. Terence Rodrigues, Department of BHM, Alva's College Moodbidri for II Year MBA students (Batch 2022-24) on 8th December 2023. Kindly request you to permit us to conduct the program.

Date	Resource Person	Venue
08-12-2023	Mr. Terence Rodrigues, Department of BHM, Alva's College Moodbidri	MBA Seminar Hall

Thanking you.

Yours sincerely

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/ID/167

07-12-2023

CIRCULAR

It is hereby informed to all the II year MBA students to attend the "Session on Table Manners and Etiquettes" by Mr. Terence Rodrigues, Department of BHM, Alva's College Moodbidri on 8th December 2023 in MBA Seminar Hall without fail.

Jaquie

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SYLLABUS ON TABLE MANNERS

Sl. No	Topics
1	Introduction to Dining Etiquette
2	 Setting the Stage Table setting basics for various occasions Understanding the purpose and placement of cutlery, glassware, and napkins Folding and using napkins properly Seating arrangements and guest protocol
3	 The Art of Eating Proper posture and body language at the table Cutting and eating food with grace and efficiency Chewing etiquette and avoiding unwanted noises Passing dishes and condiments the correct way Handling common dining faux pas
4	 Conversation and Communication Engaging in polite conversation at the table Avoiding taboo topics and sensitive discussions Active listening and avoiding interruptions Using appropriate greetings and farewells Handling mobile phone etiquette at the table
5	 Dining in Different Settings Formal dinners: dress code, protocol, and behavior Business lunches: professional etiquette and networking Buffets and casual gatherings: appropriate behavior and self-service tips Cultural dining experiences: understanding and respecting diverse customs

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON TABLE MANNERS AND ETIQUETTES

Date: 08-Dec-2023 Time: 10 Am To 1pm

Resource Person: Mr Terreance

Venue: MBA Auditorium

Objective: To develop effective practical orientation to the student to build and improve

Table manners and Grooming

The department of master of business administration organized an interactive session on TABLE MANNES AND GROMMING on 08-DEC-2023 of Boot camp. The session was conducted by Mr Terreance and Mr Sharan. The resource person commenced their TABLEMANNER AND GROMMING ideas, they also discussed about how to behave in business parties and how to groom yourself and also how to behave in a business meeting the way of dressing.



A session on Table Manners and Etiquettes of Dinning at a business Meal



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A Session on Grooming and how to be Presentable when told to attend a business meeting.

OUTCOMES:

- The session made student learnt about Table manner and how to behave in a Business
- This session gives a more knowledge about table manner and grooming
- The session also helped the student to build their more grooming and Table manners

Total of 120 students participated in this session, they gained knowledge on Table manner and how to groom themselves.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:08/12/2023

Venue : MBA Seminar Hall

Session on Table Manners & Etiquettes

SECTION 'B'

			08-12	-2023
SL. No	USN	STUDENT NAME	09:00am-01:00pm	02:00pm-05:00pm
1	4AL22BA001	Abhiraj K V	A.	
2	4AL22BA003	Adarsh	906	
3	4AL22BA004	Akshari Shetty	AB	
4	4AL22BA008	Amisha Devadiga	Rin	
5	4AL22BA015		Chithan	
6	4AL22BA017	Ciona Vilceeta Pereira	100	
7	4AL22BA020		Deepthi	
8	4AL22BA021	Deepthi Kumari	Oghtte:	
9	4AL22BA022	Dhanush	Thoresh	
10	4AL22BA025	Divyashree	Q.Y.	
11	4AL22BA026	Fiza S Shaikh	V .	
12	4AL22BA028	Harshitha	E	
13	4AL22BA030	Helan K. J	alay.	
14	4AL22BA031	Hithesh	Hothesh.	
15	4AL22BA034	K Abhay Pai	the haspur	
16	4AL22BA035	Kavya	CON YEL	
17	4AL22BA037	Kishan Kumar	A STAN	
18	4AL22BA039	Kruti K S	Kauti	
19	4AL22BA040	Maithri R Shetty	Aulle	
20	4AL22BA042	Meghana G.U	Manus	
21		Monica M	menica M	
22	4AL22BA044	Muniraju S	S. viarcinum	
23		Navaneeth Gore	A.V.	
24	4AL22BA047		Dens-	
25	4AL22BA048		Ninelaha	
26		Pooja	200	
27	4AL22BA053	Pooja C	POOTA	
28		Pooja k s	Poojars	
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30		Prahlad V Acharya	Yarım.	

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34	4AL22BA066		Port
35		Pruthvika B G	
36	4AL22BA068	Pruthviraj	3 (4)
37		Rakshith	Palhon
38	4AL22BA073	Rakshith Shetty	
39	4AL22BA074	Rakshitha	Sakshitha
40	4AL22BA075	Ramesh	(color ·
41	4AL22BA076	Ramyashree	Company Company
42	4AL22BA081	Samyak Jain	Talus
43	4AL22BA083	Sanketh S	Gulletin
44	4AL22BA084	Sapan •	
45	4AL22BA086	Shama	Quett.
46	4AL22BA087	Sharanya Shetty	Great
47	4AL22BA088	Shashikumar Ramanna Bangi	6 A C C C C C C C C C C C C C C C C C C
48	4AL22BA089	Shodhan Jain	
49	4AL22BA092	Shraddha Shetty	The state of the s
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51	4AL22BA095	Shreni Cs	11
52	4AL22BA098	Shreya Jain	9304
53	4AL22BA102	Shushank Jain	
54	4AL22BA104	Soujanya	STATE OF THE PROPERTY OF THE P
55	4AL22BA107		
56	4AL22BA108	Sudeeksha S Shetty	
57	4AL22BA109		9216C
58	4AL22BA113		The state of
59	4AL22BA115		Val
60	4AL22BA119	Yashwith B Shetty	The state of the s

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

DATE:08/12/2023

Venue : MBA Seminar Hall

Session on Table Manners & Etiquettes

		SECTION 'A		2022
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	USN	STUDENT NAME	09:00am-01:00pm	02:00pm-05:00pm
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2	4AL22BA005	Akshatha B Mali	16. Mach	
3	4AL22BA006	Akshitha.M	Ablunt	
4	4AL22BA007	Alisha Maria	aviela	
5	4AL22BA009	Apoorva	Aponua	
6	4AL22BA010	Ashwitha Shetty	ACC	
7	4AL22BA011	Ayesha Ibrahim	Agoshas.	
8	4AL22BA012	Bhoomika	Flora	
9	4AL22BA013	Bhoomika DR	451	
10	4AL22BA014	Chaitra	Chainer	
11	4AL22BA016	Chirag	Chinag	
12	4AL22BA018	Deekshitha .N	(adisherso)	
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14	4AL22BA023	Dhanush. K	Tolonuly it	}
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16	4AL22BA027	Greeshma	= Absent —	-ABSENT-
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18	4AL22BA033	Jenisha Lasrado	Jenisla	
19	4AL22BA036	Keerthan	Keerthan	
20	4AL22BA038	Krithik K M	Christian .	
21	4AL22BA041	Megha	Migh	
. 22	4AL22BA045	Nanda DS	Condi	
23	4AL22BA049	Nithin J. Poojary	dulla	
24	4AL22BA050	Nithya	Den	
25	4AL22BA051	Nithya R S	-00 NL	
26	4AL22BA057	Prajeetha Shetty	Shorts	1 71-
27	4AL22BA060	Pramod	-A8501-	-ABSBNY
28	4AL22BA061	Pranava Swaroopa	Mary -	
29	4AL22BA062	Praneetha. J. H	Catellia It	
30	4AL22BA063		7.00	
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32	4AL22BA065	Prathiksha Shetty •	
33	4AL22BA069		180
34		Rajendra Prasad K B	Para
35	4AL22BA072	Rakshith Jain	
36	4AL22BA077	Rashmitha	Rashmitha
37	4AL22BA078	Rithesh B	Rimd-1
38	4AL22BA079	Sahana	Salar-
39	4AL22BA080	Sahithya	@lillings
40	4AL22BA082	Sandeep Raviprasad Acharya	
41	4AL22BA085	Satyajith H Rao	8 <u> </u>
42	4AL22BA091	Shraddha S Shetty	Retty.
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44	4AL22BA094	Shravan Acharya	
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47	4AL22BA099	Shreya Kava	\$7669
48	4AL22BA100	Shreyas H Devadiga	100
49	4AL22BA101	Shrutha D Shetty	
50	4AL22BA103	Sindhu Shiva Kharvi	Sell
51	4AL22BA105	Sowndarya	Soundarya
52	4AL22BA106	Srikanth N	2
53	4AL22BA110	Supritha	A 2
54	4AL22BA111	Suvith Shetty	المنافق ا
55	4AL22BA112	Suzana Shaikh	(Marie
56	4AL22BA114	Tekoji Sillikyatar	Tiday
57	4AL22BA116	Vikas D K	Soc
58	4AL22BA117	Vineeth V Devadiga	
59	4AL22BA118	Vinutha	Verulac
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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Table manners and opporting

Date 08/12/2023

Trainer:

SI no.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
1.	The presentation was related to the topic quoted	1	2	234784 3	4	5
2.	The topic was presented in an organized manner	Annual Control of Cont	~	* eres	No.	
3.	The program was well planned within the allotted time	-		0		المستسرا
4,	The Speaker was knowledgeable on the topic		7	d at		1, 40
5.	The speaker was a good communicator		V	the same		capacity and part of the
6.	I will recommend this speaker to handle topics in our programme			*:1 <u>271</u> .}**	tagir	
7.	I would be interested in attending a follow-up, more advanced presentations on this same subject/topic in future.	1			£	1.

Name: Ramyashree USN : HAL22BA076

Thank You!

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

06-02-2024

To **IQAC** Chairman AIET, Mijar

Respected Sir,

Subject: Permission to conduct the workshop on Mental Health Awareness

Kindly requesting you to grant us permission to conduct the workshop on "Mental health Awareness" as per the below details in AIET auditorium for Ist year MBA students.

Date	Time	Topic	Resource Person
8-02-2024	9:00am to 12:40pm	Stress Management	DR. P.V. Bhandary, Psychiatrist, A.V. Baliga Group of Institutions. Udupi
	1:40am to 5:00pm	Resilience and mental health well-being	Dr. Deepa Kottari, Associate Professor in Psychology, Yenopaya (Deemed university)

Thanking you.

Yours sincerely

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

Date-01/02/2024

CIRCULAR

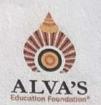
This is to inform all the first year MBA students that there is a workshop on "Mental Health Awareness" by Dr P V Bhandary, Psychiatrist, A. V.Baliga Group of institution and Dr Deepa Kottari, Associate Professor-Yenopoya University on 8 th Feb 2024 from 09.00AM -05:00PM in AIET Auditorium. It is mandatory for all the students to attend it without fail.

HOD

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Copy to,

- Notice Board
- Class Circulation
- · Online circulation



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON STRESS MANAGEMENT

Date: 08/02/2024

Time: 09.30AM to 11.00AM

Venue: MBA Auditorium

Resource Person: P.V. Bhandary, Psychiatrist, Dr. A. V. Baliga Group of Institutions. Udupi Objectives:

To Identify common sources of stress in MBA Programs.

Understand the potential consequences of unmanaged stress.

· Equip students with effective stress management techniques.

Promote student well-being and academic success.



Stress Management session by P.V. Bhandary

PG Department of Business Administration conducted session on Stress Management for I year MBA students. He gave information about how students with actionable strategies for managing stress effectively, promoting both academic success and personal well-being. The document outlines sources of stress in MBA programs, their potential impact on students, and a comprehensive set of stress management techniques. Key recommendations focus on time management, self-care practices, mindfulness, and emotional regulation, along with additional resources available for support.



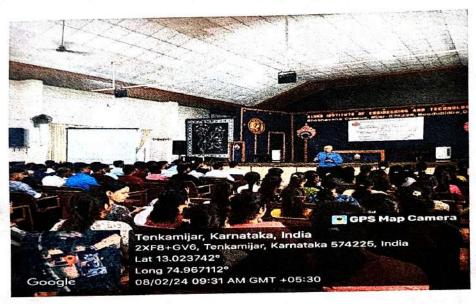
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The demanding nature of MBA programs, characterized by high workloads, competitive environments, and financial pressures, often leads to significant stress among students. This stress can negatively impact physical and mental health, academic performance, and overall well-being.



Stress Management session by P.V. Bhandary

Effective stress management is crucial for MBA students to navigate the demanding program and achieve their academic and personal goals. By implementing the strategies outlined in this report and seeking support when needed, students can cultivate are silient mindset, promote their well-being, and flourish throughout their MBA journey.

Outcomes:

- Reduced stress levels and improved emotional well-being.
- Enhanced focus, motivation, and academic performance.
- Better work-life balance and social connections.
- Increased resilience and ability to cope with challenges.
- Greater sense of control and overall llife satisfaction.

Total 149 students benefited from this session.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON RESILIENCE AND MENTAL WELLBEING

DATE: 08.02.2024

TIME:11AM TO 12.40PM

Resource Person: Dr. Deepa Kottari, Associate Professor in Psychology, Yenopaya

(Deemed university)

Venue: MBA Seminar Hall

Objectives:.

- 1. Equip MBA students with an understanding of the importance of resilience and mental well-being for academic success and overall well-being.
- 2. Create a supportive environment where students feel comfortable seeking help for mental health challenges.
- 3. Provide students with practical strategies and resources to build resilience and manage stress effectively.
- 4. By fostering resilience and addressing mental health concerns, students can focus better, manage stress effectively, and achieve their academic goals

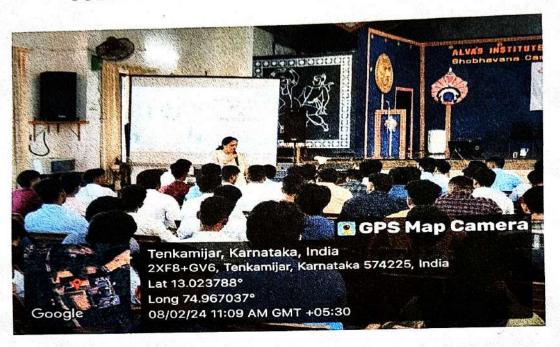


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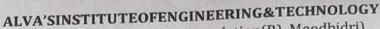
PG DEPARTMENT OF BUSINESS ADMINISTRATION



Session By Dr. Deepa Kottari On Resilence and mental wellbeing

PG Department of Business Administration organized a session on Resilience and mental wellbeing. The resource person shared that students face issues relating to mental health Rigorous coursework, deadlines, and high expectations can lead to significant stress and anxiety. High program costs and potential debt can contribute to financial strain and mental health concerns. Leaving familiar networks for a new environment can increase feelings of isolation and loneliness. The high-achieving environment can trigger self-doubt and feelings of inadequacy, impacting mental well-being. The session on mental wellbeing benefitted students through

- 1. Open Communication: Universities and programs can foster a supportive environment by encouraging open dialogue about mental health, dispelling stigma and promoting helpseeking behaviors.
- 2. Resilience Training Programs: Equip students with practical skills and resources to build resilience through workshops and courses.
- 3. Mindfulness & Stress Management: Become the master of your mind through meditation, yoga, and deep breathing, transforming stress into stepping stones.





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PG DEPARTMENT OF BUSINESS ADMINISTRATION

4. Support Network Solidarity: Build a team of fellow climbers - classmates, mentors, friends - who offer emotional support and unwavering encouragement.

5. Healthy Lifestyle Compass: Fuel your body and mind with balanced diet, regular exercise, and quality sleep. Remember, a healthy body fosters a healthy mind.

6. Self-Care Sanctuary: Schedule time for hobbies, relaxation techniques, and activities that bring you joy. Remember, the climb becomes more manageable when you savor the rest stops.

7. Seek Professional Support: Don't hesitate to reach out to counselors, therapists, or other mental health professionals for expert guidance. Remember, seeking help is a sign of strength.



Interactive session By Dr. Deepa Kottari

OUTCOMES:

- Increased awareness and understanding of mental well-being and resilience among MBA students.
- Reduced stigma surrounding mental health challenges, leading to increased help-seeking behaviors.
- Students equipped with practical tools and resources to manage stress, cope with challenges, and build resilience.
- Improved academic performance and overall well-being of MBA students, leading to higher graduation rates and increased satisfaction with the program.
- Development of a supportive campus environment that prioritizes mental health and encourages seeking help early.

Total 149 students benefitted from the session

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Venue: AUDITORIUM

Date: 08-02-2024

Time: 02:00 AM-05:00 PM

	STUDENT NAME	Signature
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PG Dept. of Business Administration
Alva's Institute of Engy. & Technology
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Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225 Phone: 08258-262725, Fax: 08258-262726

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are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

Training Topic: Mental Wellbeing Date: 08 02 24

Your feedback is essential for the PG Department of Business Administration, AIET to ensure that, we

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7.	I would be interested in attending a follow- up, more advanced presentations on this same subject/topic in future.					

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Thank You!

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Thank You!

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Ph: 08258-262725; Mob:722262724,7026262725,mail:principalaiet08@gmail.com

PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

08-02-2024

To IOAC Chairman AIET, Mijar

Respected Sir,

Subject: Permission to conduct Capacity Enhancement Training Programme I would like to request you to grant us permission to conduct Capacity Enhancement training program for three days as per the below schedule for first year MBA students.

PG Department of Business Administration has decided to conduct one day workshop on "Gamification" by the following resource person. Mr. Ramani Venkat and Team. for I Year MBA students (Batch 2023-25) on 9th February 2024 From 9.00 AM to 5.00 AM.

Kindly request you to permit us to conduct the program.

Date	Time	Resource Person	Venue
09-02-2024 11-02-2024	9:00am to 5:00pm	Simulative Leadership through Gamification and Outbound training Program by Mr. Ramani Venkat,	Auditorium & Open AIET ground
14-02-2024	9:00am to 1:00pm	Professional Grooming by Mr. Karthik Alva, Soft skill trainer, Aerodynamics	MBA Seminar Hall

PRINCIPAL

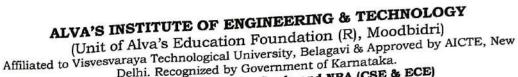
Thanking you.

Yours sincerely

Alva's Institute of Engg. & Technology, Mijar, MOODBIDRI - 574 225, D.K

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

Date-05/02/2024

CIRCULAR

This is to inform all the first year MBA students that there is a session on "Capacity Enhancement Training Programme" by Mr Ramani Venkat on 9th & 11th Feb 2024 from 09.00AM -05:00PM at AIET Auditorium . It is mandatory for all the students to attend it without fail.

> PG Dept. of Business Administration Alva's Institute of Engg. & Technology

Copy to,

- **Notice Board**
- Class Circulation
- Online circulation



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON GAMIFICATION

Date:9/2/2024

External Guest: Mr. Ramani Venkat and Team

Venue: Auditorium and Outdoor near basketball court

Objective: To Improve the Communication Skills of Students.

Mr Ramani along with his team members conducted team building activities, whereby students got a chance to interact with each other. Mr Ramani also displayed leadership skills and what are the expectations of the corporates towards its employees. Around 150 students attended the session.



Session by Prof. Ramani Venkat



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Outdoor Session by Prof. Ramani Venkat

Outcome

Students got to know each other-they also were able to identify their strengths and weaknesses.

Total of 149 students benefited from this session.

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Venue: AUDITORIUM Date: 09-02-2024

Time: 09:00AM - 05:00 PM

GAMIFICATION by Mr. Ramani Venkat and Team

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Venue: AUDITORIUM

Date:

Time:03:00PM-04:30PM

OUTBOUND TRAINING

by Mr. Ramani Venkat And Team

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

08-02-2024

To **IQAC** Chairman AIET, Mijar

Respected Sir,

Subject: Permission to conduct Capacity Enhancement Training Programme

I would like to request you to grant us permission to conduct Capacity Enhancement training program for three days as per the below schedule for first year MBA students.

PG Department of Business Administration has decided to conduct one day workshop on "Gamification" by the following resource person. Mr. Ramani Venkat and Team. for I Year MBA students (Batch 2023-25) on 9th February 2024 From 9.00 AM to 5.00 AM.

Kindly request you to permit us to conduct the program.

Date	Time	Resource Person	Venue
09-02-2024 11-02-2024	9.00am to 5.00pm 9:00am to 5:00pm	Simulative Leadership through Gamification and Outbound training Program by Mr. Ramani Venkat,	Auditorium & Open AIET ground
14-02-2024	9:00am to 1:00pm	Professional Grooming by Mr. Karthik Alva, Soft skill trainer, Aerodynamics	MBA Seminar Hall

Thanking you.

Yours sincerely

HOD

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Milar - 574225

PRINCIPAL

Alva's Institute of Engg. & Technology, Mijar, MOODBIDRI - 574 225, D.K



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Accredited by NAAC with A+ Grade and NBA (CSE & ECE)

Shobhavana Campus, Mijar-574225, Moodbidri, D.K., Karnataka Ph: 08258-262725; Mob:722262724,7026262725,mail:principalaiet08@gmail.com

PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

Date-10/02/2024

CIRCULAR

This is to inform all the first year MBA students that there is a session on "Professional Grooming" by Mr Karthik Alva , Softskill Trainer, Aerodynamics on 14th Feb 2024 from 09.00AM -01:00PM in MBA Seminar hall. It is mandatory for all the students to attend it without fail.

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225

Copy to,

- **Notice Board**
- **Class Circulation**
- Online circulation



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PG DEPARTMENT OF BUSIENSS ADMINISTRATION

REPORT ON PROFESSIONAL GROOMING

Date:14.02.24

Resource Person: Mr Karthik Alva, Soft skill trainer, Aerodynamiks

Venue: MBA Seminar Hall

Objective:

Equip MBA students with the knowledge and skills to project a professional image that aligns with their career aspirations and industry norms.



Grooming session by Mr Karthik Alva

PG Department of Business Administration organised a session on Professional Grooming session for First year MBA students was designed to equip them with the skills and knowledge to make a positive first impression in professional settings. The session typically covered topics such as business attire, etiquette communication and body language, communication tips, and networking etiquettes

The session also included the use of interactive activities and exercises to reinforce learning. By the end, students gave their valuable feedback about the entire session



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PG DEPARTMENT OF BUSINESS ADMINISTRATION



Grooming session by Mr Karthik Alva

Outcomes:

- Understand the importance of professional grooming in the business world.
- Identify key elements of professional attire, communication, and etiquette.
- Develop strategies for maintaining a polished and confident appearance.
- Gain in sights into industry-specific grooming expectations.

Total 149 students benefited from this session.

& Administration Alva's Institute of Engg. & Technology

Alva's Institute of Engg. & Technology, Mijar, MOODBIDRI - 574 225, D.K

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Venue: AUDITORIUM

Date:

Time:01:40 PM -3:00 PM

GROOMING

by Mr. Karthik Alva, Softskill Trainer, Aerodynamics

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PG DEPA	RTMENT OF BUSIN	ESS ADMINISTRATION

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PG Dept. of Business Administration
Alva's Institute of Engg. & Technology
Mijar - 574225

Alva's Institute of Engg. & Technology,
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Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K - 574225 Phone: 08258-262725, Fax: 08258-262726

PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the PG Department of Business Administration, AIET to ensure that, we are meeting your educational needs. We would appreciate if you could take a few minutes to share your opinions with us so we can serve you better.

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Training Topic: Professional Trainer: Walth			l	V	,

Sl No.	Particulars	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
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2.	The topic was presented in an organized manner					
3.	The program was well planned within the allotted time					
4.	The Speaker was knowledgeable on the topic	1				
5.	The speaker was a good communicator	1				
6.	I will recommend this speaker to handle topics in our programme					
7.	I would be interested in attending a follow- up, more advanced presentations on this same subject/topic in future.		/			

Thank You!

HOD

PG Dept. of Business Administration Alva's Institute of Engg. & Technology Mijar - 574225



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

AIET/MBA/2023-24/

01-05-2024

To IQAC Chairman AIET, Mijar

Respected Sir,

Subject: Permission to conduct the session on Sustainability and Development

PG Department of Business Administration has decided to conduct one day session on "Sustainability and Development" for the I year MBA students on 3rd May 2024 from 02.00PM to 05.00 PM in MBA Seminar Hall

Date	Time	Topic	Resource Person
03-05-2024	02.00PM to 05.00PM	Sustainability and Development	Mr Murali P A,V P -Health safety and Environment ,Nayara Energy

Thanking you.

Yours sincerely

HOD

O Dept. of Business Administration Institute of Engg. & Technology Mijar - 574225 PRINCIPAL

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Alva's Institute of Engy. & Technology,

Mijar. MOODBIDRI - 574 225, Day

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PG DEPARTMENT OF BUSINESS ADMINISTRATION

REPORT ON

"SUSTAINABILITY AND DEVELOPMENT"

Date: 03-05-2024

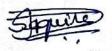
Resource Person: Murali P A, Vice President and Head , Health, Safety and

Environment at Nayara Energy

Venue: MBA Seminar Hall

Objective: To enable students with to future business leaders to navigate the challenges and opportunities of a sustainable future, creating positive social and environmental impact along side economic.

PG Department of Business Administration organized a session on "SUSTAINABILITY AND DEVELOPMENT" for first year MBA students the resource person responsible for developing HSE strategy for the group, implementing and supporting HSE initiatives for Asset development projects, refinery and marketing operations. A session on Sustainability and Development for MBA students aims to equip them with the knowledge and skills to navigate the increasingly important world of sustainable business practices. The session started with a question of what is sustainability and continued the session by stressing on aspects such as organic vegetables, organic cotton, and he covered the topic on utilizing the natural Resources to its maximum extent. Nayara Energy it is the second largest refinery in India with 7000 Retail outlets across India and it is also into Distribution of Petrochemicals. The resource person discussed about the multiple purposes of certain substances such as ethanol, and artificial sweetener and about the Social Responsibility and governance carried on by Nayara energy.





Session by Murali PA, VP and Head Nayara Energy

The session Continued with the Discussions Related to Improvement of Recycling and it's Importance, and also about Single use plastics which is banned by the government . In addition an interactive element through a Q&A session at the end allowed students to Clarify any doubts or questions arising from the session .Engage in deeper discussion on specific topics of interest and Connect the concepts to their own career aspirations

Outcomes:

□Students were able to articulate the Principles of sustainability and their relevance to business.

☐ They could Critically evaluate the environmental and social impacts of business decisions.

☐ Students were able to identify and analyze opportunities for integrating sustainability into various business functions.

Total 180 students benefitted from this session.

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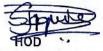
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Venue: MBA SEMINAR HALL DATE:03.05.2024 By:Murali P.A,VP and Head Health safety and Environment at Nayara Energy SESSION ON SUSTAINABILITY AND DEVELOPMENT I YEAR MBA - SECTION B Signature Name SI.No AMISHA LOBO ANANYA S SHETTY 2 donich ANKITH KUMAR B 3 'ANUSHREE 4 BABITHA GOVEAS 5 **BHOOMIKA PATIL** 6 2 moles CHARAN PATEL H M 7 CHIRAG SHETTY 8 DHANUSHA HEGDE 9 DINESH VITTAL NAYAK 10 **G SHRINIDHI** 11 **GURUPRASAD M** 12 H G SHAMPRASAD 13 HITHESH S ACHARYA 14 JAYALAXMI 15 JOSITH P SHETTY 16 K. SHREYA 17 KAVYA 18 KRUTHIKA TY 19 AB MANDARA 20 MANOHARA T GOWDA 21 Nanith NAMITHA BHAT 22 NAMRATA ACHARYA 23 Mataray NATARAJ J 24 NISHANTH S SAPALIGA 25 OSWIN PETER LEWIS 26 Ole. PN THEJAS 27 **POOJA** 28

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PG Dept. of Business Administration | Alva's Institute of Engg. & Technology | Mijar - 574225



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PG DEPARTMENT OF BUSINESS ADMINISTRATION

Your feedback is essential for the	PG Department of Business Administration, AIET to ensure that, we
are meeting your educational needs	s. We would appreciate if you could take a few minutes to share your
opinions with us so we can serve ye	

Training Topic: Systainability & Development	Date :	03	05/2	24
Trainer: Mr. Mura PA		1	1	

•	SI No.	Particulars .	Strongly Agree	Agree	Indifferent	Disagree	Strongly Disagree
100	1	The presentation was related to the topic					
	unional internal control	quoted	CEATMENT		I was a second		100
	`2.	The topic was presented in an organized manner			~		
	3.	The program was well planned within the allotted time		1			
	4.	The Speaker was knowledgeable on the topic	1		1		
	5.	The speaker was a good communicator		1			
	6.	I will recommend this speaker to handle topics in our programme				i.	
	7.	I would be interested in attending a follow- up, more advanced presentations on this same subject/topic in future.		6			

Thank You!

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