



ಪಿಇಎಸ್ ಇನ್ ಸ್ಟಿಟ್ಯೂಟ್ ಆಫ್ ಅಡ್ವಾನ್ಸ್ಡ್ ಮ್ಯಾನೇಜ್‌ಮೆಂಟ್ ಸ್ಟಡೀಸ್  
ಕುಮಟಾ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಸಂಯೋಜನೆಯಲ್ಲಿರುವ ಪ್ರತಿಷ್ಠಿತ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆ  
ಎಸ್ ಹೆಚ್ - 206, ಸಾಗರ ರಸ್ತೆ, ಶಿವಮೊಗ್ಗ - 577 204



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## PG Department of Commerce

### Sankalpa Forum

### Report on Employability Skills Training Programme

The PG Department of Commerce in association with CDC (Career Development Centre) recently organized a five-day Employability Skills Training Programme for M Com Students. The main objective of the programme was to enhance the employability skills of students by providing them with training on logical reasoning, coding and decoding, and communication skills. This report provides a comprehensive overview of the programme and its outcomes.

#### Day 1: Logical Reasoning – Conceptual and Practical

The first day of the programme was dedicated to logical reasoning. The session started with an introduction to logical reasoning and its importance in various competitive exams and job interviews. The trainer then explained the different types of logical reasoning questions, such as syllogisms, logical deductions, and critical reasoning. The trainer also provided the students with tips and tricks to solve these questions quickly and efficiently. The second half of the day was dedicated to practical sessions where the students were given practice questions to solve. The trainer provided feedback on their performance and identified areas that needed improvement. The session was highly interactive, with students actively participating and asking questions.



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 ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾನಿಲಯ ಸಂಯೋಜನಾ ಕಛೇರಿ, ಶಿವಮೊಗ್ಗ - 577 204  
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## Day 2: Coding and Decoding – Conceptual and Practical

The second day of the programme focused on coding and decoding. The trainer started by explaining the basics of coding and decoding and its applications in various fields such as computer science, cryptography, and data security. The trainer then provided the students with different types of coding and decoding questions and explained the strategies to solve them. The practical session for coding and decoding was highly engaging, with the students solving practice questions and the trainer providing feedback on their performance. The trainer emphasized the importance of practice and provided the students with resources to practice coding and decoding questions.

## Day 3: Communication Skills – Verbal and Non-Verbal

The third day of the programme was dedicated to communication skills. The trainer started by explaining the importance of communication skills in the workplace and provided an overview of verbal and non-verbal communication. The trainer then explained the different types of communication, such as interpersonal, group, and public communication, and provided strategies to improve communication skills. The practical session for communication skills focused on role-play activities, where the students were given different scenarios to act out. The trainer provided feedback on their performance and identified areas that needed improvement. The session was highly interactive, with students actively participating and learning from each other.

## Day 4: Group Discussion and Mock Interview

The fourth day of the programme focused on group discussion and mock interviews. The trainer started by explaining the importance of group discussion and mock interviews in the selection process. The students were then divided into groups, and each group was given a topic to discuss. The trainer provided feedback on their performance and identified areas that needed





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improvement. The second half of the day was dedicated to mock interviews, where the students were given a chance to face an interview panel. The trainer provided feedback on their performance and identified areas that needed improvement. The session was highly beneficial for the students, as it gave them an opportunity to practice their interview skills and receive feedback from experienced professionals.

#### Day 5: Resume Writing and Career Guidance

The final day of the programme was dedicated to resume writing and career guidance. The trainer started by explaining the importance of a well-written resume and provided tips to create an effective resume. The students were then given a chance to create their resumes, and the trainer provided feedback on their resumes. The second half of the day was dedicated to career guidance, where the trainer provided an overview of different career paths and opportunities available for M Com graduates. The trainer also provided guidance on how to prepare for competitive exams and job interviews.

#### Outcomes of the Program:

The Employability Skills Training Program had several positive outcomes. Some of the significant outcomes are as follows:

**Improved Logical Reasoning Skills:** The logical reasoning session helped students develop their analytical and logical reasoning skills. The practical examples provided by the trainers helped the students understand the concepts better. The students showed significant improvement in their logical reasoning skills after the training program.

**Enhanced Coding Skills:** The coding and decoding session helped students develop their coding skills and their ability to solve complex problems. The practical examples provided by the





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trainers helped the students understand the concepts better. The students showed significant improvement in their coding skills after the training program.

**Better Communication Skills:** The communication skills session helped students develop their verbal and non-verbal communication skills. The session focused on effective speaking and listening skills, which are essential for succeeding in the corporate world. The trainers conducted mock interviews, which helped the students improve their communication skills.

**Increased Confidence:** The training program helped the students become more confident and assertive. The practical examples and mock interviews provided by the trainers helped the students understand the corporate world's demands and expectations. The students showed a significant improvement in their confidence levels after the training program.

The Employability Skills Training Program conducted by the Postgraduate Department of Commerce in association with the Career Development Centre (CDC) was a resounding success. The program helped the M. Com students develop their logical reasoning, coding, and communication skills. The students showed significant improvement in their skills after the training program. The program also helped the students become more confident and assertive. The training program was an essential step in preparing the students for the corporate world, and it will undoubtedly benefit them in their future endeavors.







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### Attendance for Employability Skills Training Programme

Sl No	Name	Signature
1	ANUSHA R	Anusha R
2	ARSHU R	Arshu R
3	AYESHA NAMEERA	Ayesha
4	B V NAGALAKSHMI	Nagalakshmi B.V.
5	CHETHAN G H	Chethan G.H.
6	HARSHAITHA K P	Harshitha K.P.
7	MANDARA	Mandara D.
8	MOHAMMED ILIYAZ BALEKAI	Embatikali
9	PAVAN T	Pavan T
10	POOJA K P	Pooja K.P.
11	POOJA M	Pooja M.
12	POOJA N	Pooja N.
13	RAGHAVENDRA K C	Raghavendra K.C.
14	SANJAY P	Sanjay P.
15	SOUKHYA NARASIMHA HEGDE	Soukhy N. Hegde
16	SYEEDA AMEENA	Syeda Ameena
17	UMME KULSUM	Umm Kulsum
18	PRIYANKA	Priyanka

Forum coordinator

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20/04/23  
Principal

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