

## **Soft Skills Training Sessions**

**Conducted by: Mr. Praveen**

**Academic Years: 2024-25 & 2025-26**

Mr. Praveen's soft skills training sessions during the academic years 2024-25 and 2025-26 focused on helping students develop the interpersonal abilities needed for successful careers beyond technical knowledge. The sessions covered essential areas like effective communication, teamwork, time management, problem-solving, and professional etiquette through a practical, hands-on approach. Rather than relying on lectures, Mr. Praveen used role-playing exercises, group discussions, mock interviews, and real workplace scenarios to help students practice and improve. Students worked on personality development, conflict resolution, stress management, and building confidence for campus placements. The interactive format made it easier for students to identify their strengths and work on areas needing improvement in a supportive environment. Throughout the training, Mr. Praveen emphasized the importance of emotional intelligence, adaptability, and maintaining professional behavior in workplace settings. Students appreciated his approachable teaching style and the practical examples he shared from industry experience. The sessions helped participants become more comfortable with public speaking, team collaboration, and handling pressure situations. By the time placement season arrived, students showed noticeable improvements in how they presented themselves during group discussions and personal interviews. The soft skills developed through this training complemented their technical preparation and helped them understand what employers look for in candidates beyond academic qualifications. Many students mentioned that the confidence and interpersonal skills gained from these sessions continued to benefit them even after securing their placements, making their transition into professional work environments smoother.

## **Aptitude Training Sessions**

**Conducted by: Mr. Surya Prakash**

**Academic Years: 2024-25 & 2025-26**

Mr. Surya Prakash conducted aptitude training sessions during 2024-25 and 2025-26 to prepare students for the quantitative and logical reasoning tests that form the first screening round in most campus placements. The training covered all major topics that companies typically test, including number systems, percentages, profit and loss, time and work, time and distance, data interpretation, logical reasoning, puzzles, and verbal ability. Mr. Surya Prakash started each topic by explaining the fundamental concepts clearly before teaching shortcuts and time-saving techniques that help students solve problems faster. He structured the sessions to include plenty of practice through worksheets, regular timed tests, and mock aptitude examinations that simulated actual company test conditions. Students found his patient approach to explaining mathematical concepts helpful, especially those who had been

away from quantitative subjects for a while. The progressive difficulty level of problems ensured that students gradually built their problem-solving speed and accuracy. Mr. Surya Prakash made himself available after sessions to clarify individual doubts and help students understand where they were losing time or making mistakes. He also shared insights about which topics appeared most frequently in different companies' tests, helping students prioritize their preparation effectively. Regular assessments allowed students to track their improvement over time, and many who initially struggled to complete even half the questions eventually became comfortable solving most problems within the time limit. The practice of taking tests under timed conditions helped reduce anxiety and improved performance when students faced actual aptitude tests during placements. By the end of the training, students showed significant improvement in both speed and accuracy, which translated into better success rates in clearing the initial screening rounds of visiting companies. The solid foundation in aptitude that Mr. Surya Prakash helped build gave students the confidence to approach these tests calmly and increased their chances of progressing to subsequent interview rounds.

### **Corporate Communication Training Sessions**

**Conducted by: Ms. K.R. Raghavi**

**Academic Years: 2024-25 & 2025-26**

Ms. K.R. Raghavi's corporate communication sessions during 2024-25 and 2025-26 helped students learn the professional communication skills needed in workplace settings, moving beyond the informal communication styles typical of academic environments. The training covered both verbal and non-verbal aspects of business communication, including how to write professional emails, reports, and proposals, as well as how to participate effectively in meetings, make presentations, and engage in professional conversations. Ms. Raghavi used practical exercises where students actually drafted emails, created presentations, and participated in simulated workplace scenarios like client meetings and team discussions. She provided honest feedback on their work, often projecting examples anonymously to discuss what worked well and what could be improved. The sessions addressed important details like understanding when to use formal versus informal language, how to structure business documents clearly, meeting etiquette, telephone and video conferencing protocols, and adapting communication style to different audiences and situations. Ms. Raghavi drew from her industry experience to share real examples of communication successes and failures in corporate settings, which helped students understand why certain communication practices matter. Students practiced giving presentations and received constructive criticism on their delivery, body language, and content organization. The training also covered cross-cultural communication considerations, digital communication platforms, and the importance of active listening in professional interactions. Many students found the personalized feedback particularly valuable for identifying and correcting their individual communication habits. The

practice sessions helped build confidence in professional communication situations that many students had never encountered before. When placement season began, students demonstrated better email correspondence with recruiters, more polished presentation skills during case study rounds, and improved participation in group discussions. Those who went on to internships reported feeling more prepared to handle workplace communication challenges, from writing their first professional emails to contributing in team meetings, which made their initial transition into corporate environments less overwhelming.

## **Communication Essentials Training Sessions**

**Conducted by: Ms. Ch. Monika**

**Academic Years: 2024-25 & 2025-26**

Ms. Ch. Monika's Communication Essentials sessions during 2024-25 and 2025-26 addressed the foundational communication skills that many students needed to develop before they could effectively participate in placement processes. The training focused on building basic English language proficiency, improving pronunciation and clarity, expanding vocabulary, and most importantly, helping students overcome the anxiety associated with speaking in professional settings. Ms. Monika created a supportive, non-judgmental learning environment where students at different proficiency levels could practice and improve without fear of embarrassment. Sessions included grammar basics, sentence construction, common error correction, vocabulary building through contextual usage, pronunciation drills, and plenty of speaking practice through activities like extempore speaking, storytelling, and group conversations. She used simple exercises, games, and peer interactions to make practice feel less intimidating than formal classroom recitation. Ms. Monika patiently addressed common mistakes in tense usage, sentence formation, and pronunciation without singling out individual students, instead treating errors as learning opportunities for everyone. The training covered essential skills like introducing yourself clearly, answering common interview questions, active listening, and understanding the basics of professional body language and eye contact. Students worked at their own pace, with Ms. Monika celebrating small improvements and encouraging consistent practice. The focus was not on achieving perfect fluency but on developing enough competence and confidence to express ideas clearly and engage in basic professional conversations. Regular speaking opportunities helped students gradually become more comfortable using English in front of others. Over the course of the training, visible progress occurred as students who initially hesitated to speak began participating more actively, forming clearer sentences, and showing less visible nervousness when asked to speak. During placements, the fundamental communication skills developed through these sessions allowed students to participate in group discussions, answer interview questions without freezing, and engage with recruiters despite not being the most fluent speakers. The confidence gained from knowing they could communicate their thoughts, even

if imperfectly, proved as valuable as the language skills themselves, helping students showcase their actual knowledge and abilities rather than being held back by communication barriers.







