PROGRAMME SCHEDULE

SESSIONS

INAUGURATION	09.15 a.m. 09.30 a.m.	
SESSION 1	09.30 a.m.	10.45 a.m.
SESSION II	11.30 a.m.	12.45 p.m.
SESSION III	02.00 P.m.	03.15 p.m.
SESSION IV	03.15 p.m.	04.30 p.m.

VENUE

Sail Auditorium, Arrupe Library

BENEFITS

- Certificates will be given to the registered participants
- A soft skills book worth Rs.100
 will be given free for the registered
 participants
- Lunch and Refreshments will be provided to all the participants

REGISTRATION DETAILS

Online Registration

Last Date of Registration: 28-07-2023

Registration Amount: ₹250

Fee concession for group registration: ₹ 50 Registration and Payment Link

https://admission.sjctni.edu/DS/ss

$\begin{array}{c} \textbf{(On the spot registration is also available)} \\ \underline{\textbf{Convenor}} \end{array}$

Dr.L.Arockiam

Associate Professor & Head Department of Data Science

Programme Coordinator

Dr. I. Priya Stella Mary

Assistant Professor

Department of Data Science

Main Speakers

TOPIC : LEADERSHIP AND TEAM WORK SKILLS



DR. K. ALEX
CONTROLLER OF EXAMINATIONS
ST. JOSEPH'S COLLEGE (AUTONOMOUS)
TRICHY

TOPIC: GROUP DISCUSSION



DR. V. L. JAYAPAUL
ASSOCIATE PROFESSOR & HEAD
DEPARTMENT OF ENGLISH
ST. JOSEPH'S COLLEGE (AUTONOMOUS
TRICHY

TOPIC : RESUME WRITING AND JOB INTERVIEW PREPARATION



DR.V.FRANCIS
ASSOCIATE PROFESSOR
DEPARTMENT OF ENGLISH
ST. JOSEPH'S COLLEGE (AUTONOMOUS

TOPIC: EFFECTIVE COMMUNICATION SKILLS



DR.J.JOHN LOVE JOY
DEAN
SCHOOL OF LANGUAGES AND CULTUR
JOSEPH'S COLLEGE (AUTONOMOUS)
TRICHY

DEPARTMENT OF DATA SCIENCE



St. Joseph's College (Autonomous) Accredited at A++ by NAAC (Cycle IV) College with Special Heritage Status College with Potential for Excellence Tiruchirappalli - 620 002 Tamilnadu, India

A SEMINAR ON

SOFT SKILLS

Date: 28.07.2023 Time: 9.00 a.m. to 04.30 p.m





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Re CE

Tel: 0431-2700320 (COII) /2701501 (Fax) 0431-4226501 (Dept) / 4226492 (Lab) E-mail: hodds@mail.sjctin.edu | Website: www.sjctni.edu

	Report o	on Seminar on	"SOFT SK	ILLS"	
TABLE OF CO. Informatio Proceedin	on Shared				
Date:	28 JULY, 2023				
cris m			m.		
Mode:	OFFLINE - Sail Au	4:30 PM			
No of participants:	130	uitorium			
Prepared by	Dr. I. Priya Stella Mary	Reviewed by	DS Faculty members	Approved	Dr. L. Arockiam

Infor	mation Shared	
No.	Item	
1	Leadership	
2	Group discussion	
3	Effective communication	
4	Resume writing and interview skills	

11

PROCEEDINGS

- The Department of Data Science organized a seminar on 'SOFT SKILLS' on 28.07.2023 from 9:30 am to 04:30 pm in the Sail Auditorium
- Participants from SJC and various colleges attended this Seminar

INAUGURATION FUNCTION

- The prayer song was sung by the students of I M.Sc. Data Science, followed by the Bible reading by Mr. Nirmal Joel, II M.Sc. Data Science
- The welcome address was delivered by Mr. Divine Regan, II M.Sc. Data Science
- The Resource Person of the first session was Dr. Alex, Controller of Examinations, St. Joseph's College Trichy, was adorned with a shawl by Dr. L. Arockiam, Head of the Department of Data Science, St. Joseph's College, Trichy

FIRST SESSION - LEADERSHIP

- During the first session, Dr. Alex emphasized the significance of leadership skills in every individual, irrespective of their roles or positions
- He stressed that leadership should not be limited to those in managerial positions but should be an essential trait for anyone seeking personal growth and professional success
- To make the session more interactive and engaging, various intellectual games viz. teambuilding games, problem-solving ames, and communication-based activities and activities were organized
- Those activities were designed to help the participants to understand and exhibit their leadership potential in a practical setting
- One of the highlights of the session was the recognition of an outstanding participant who displayed remarkable leadership qualities during the activities
- This individual demonstrated active participation, effective teamwork, decision-making skills, and the ability to motivate others
- As a token of appreciation, a cash award was presented to that participant, reinforcing the importance of recognizing and rewarding leadership excellence

SECOND SESSION - GROUP DISCUSSION

- The second session of the seminar featured Dr. Jayapaul, Head of the Department of English at St. Joseph's College in Trichy, as the resource person
- During the session, Dr. Jayapaul highlighted how effective group discussion skills were essential in various aspects of life, including education, career, and personal development
- To make the session engaging and participative, various intellectual games and activities were organized
- One of the key highlights of the session was, a mock group discussion was organized
- Participants were divided into smaller groups, and each group was given a specific topic to discuss
- The participants engaged in a structured discussion, presenting their viewpoints, listening to others, and collectively reaching a consensus or conclusion

THIRD SESSION – EFFECTIVE COMMUNICATION:

- In the third session of the seminar, Dr. John Love Joy, Dean, School of Languages and Culture, St. Joseph's College Trichy, continued to emphasize the crucial role of effective communication skills in leadership
- The session began with a brief recap of the key communication principles discussed earlier, such as active listening, empathetic communication, assertiveness, and the importance of clear and concise messaging
- To make the session engaging and interactive, Dr. John Love Joy conducted various intellectual games and activities that focused on the practical application of effective communication techniques
- One of the highlight activities of this session was a panel discussion. Participants were divided into teams; each assigned a controversial or thought-provoking topic related to leadership or current affairs. They were asked to present arguments and counter-arguments effectively while maintaining a respectful and constructive tone.

FOURTH SESSION - RESUME WRITING AND INTERVIEW SKILLS

- In the fourth session of the seminar, Dr. Francis, Associate Professor in the Department of English at St. Joseph's College Trichy, served as the resource person. The primary objective of this session was to emphasize the importance of essential soft skills for effective leadership, with a specific focus on resume writing and interview skills. Dr. Francis began by highlighting how soft skills are integral to the successful leadership. To make the session engaging and interactive, Dr. Francis incorporated various activities and games designed to improve participants' resume writing and interview abilities. These activities simulated real-life scenarios, helping attendees understand how to present themselves effectively during the job application process
- One of the key activities was a mock interview session. Participants partnered up, with one playing the role of the interviewer and the other as the interviewee. They were given a list of common interview questions and asked to conduct the mock interview professionally

After each role-play, Dr. Francis provided constructive feedback and valuable tips on enhancing interview techniques, body language, and responses

VALEDICTORY FUNCTION:

- During the Valedictory function, books worth Rs. 100, and certificates of participation were distributed to the enthusiastic participants who actively engaged in the various sessions and made the event a grand success
- A vote of thanks was delivered by Ms. Reethi, I M.Sc. Data Science

PHOTOS(S)



Image 1: Dr.L.Arockiam, Head, Department of Data Science adorning the resource person Dr.Alex, CoE,St.Josephs college,trichy with a shawl during the inaugural ceremony



Image 2: Divine Regan, II Msc Data Science delivering the welcome address



Image 3: Dr. Francis, distributing the certificates to the participants



Image 4: Students involving themselves in the Soft Skills activity

ATTENDANCE SHEET

Programme Name: SOFT SKILLS

S.No.	Reg. No.	Name	Signature
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63	23PDS868	RUKESH S	Q.J.
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TIRUCHIRAPALLI - 620 002



A Seminar on "Soft Skills" Pate: 28.07.2023 (09:00 Am – 4:30 Pm) Registration Form

Venue: Sail Auditorium

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A Seminar on "Soft Skills"

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A Seminar on "Soft Skills" Registration Form

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A Seminar on "Soft Skills"

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RESEARCH DEPARTMENT OF ENGLISH St. JOSEPH'S COLLEGE (Autonomous)

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Phone: 0431 - 4226394, 4226386, Fax: 0431 - 2701501

Website: www.sjctni.edu

REPORT ON CAPACITY ENHANCEMENT PROGRAMME

Capacity Enhancement Programme was conducted on 29th February 2024 at 11.30 a.m. in Sequeira Hall. Mr. Sishir Kumar Bhusal, Head, Department of English, St. Xavier's College, Kathmandu, Nepal and Dr. Andy Noces Cubalit, Lecturer, King Mongkut's Institute of Technology, Latkrabang, Bangkok were the resource persons for this programme. They delivered the talk on "Soft Skill Enhancement and Personality Development". Dr. V.L. Jayapaul, Associate Professor and Head of the Department of English delivered the welcome address. Dr. S. Jerald Sagaya Nathan, Assistant Professor of English introduced the resource person. The resource persons Mr. Sishir Kumar Bhusal and Dr. Andy Noces Cubalit highlighted that Soft skills are essential interpersonal abilities that complement technical expertise. This includes effective communication, adaptability, and teamwork. They contribute to long-term success and career growth. Personality development involves holistic growth, including self-confidence, positive attitude, and effective communication. To enhance personality, focus on self-awareness, continuous learning, physical fitness, and ethical Mr. A. Abraham, Assistant Professor of English proposed the vote of values. thanks. All the PG students of the Department of English were the participants of this programme. The lecture ended at 1.30 p.m.

Head of the Department

Dr. V.L. JAYAPAUL
Associate Professor & Head
PG & Research Dept. of English
St. Joseph's College (Autonomous)
Tiruchirappalli - 620 002

Capacity Enhancement Programme

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33	22PEN133	MOHAN RAJ V	V. Mehantas		
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Dr. V.L. JAYAPAUL
Associate Professor & Head
PG & Research Dept. of English
St. Joseph's College (Autonomous)

Capacity Enhancement Programme

Attendance Sheet Date: 29.02.2024 S.No Register Number Name Sign 23PEN101 EBINESAR D Eb. 23PEN102 ANNIE LUMINA A 23PEN103 JUNAPUDI BANNUBABU T.Bruss 102/24 23PEN104 DAVID JERRY R 23PEN105 RAGUL KUMAR M K 23PEN106 SELVA SNEGA P 23PEN107 AMALI VERGIN S 23PEN108 JEROMI CLAUDINE S July 9 23PEN109 AARON J Saltos 3 10 23PEN110 SANTHOSH S JERLIN EMILIA N 11 23PEN111 ME: Deseron 12 23PEN112 SUGUMAR C 13 ANNIE D stant. 23PEN113 A Prelies. 14 PRINCY A 23PEN114 BE CINE 15 NAVEEN INFANT P 23PEN115 Guanderi. Y 16 **GURUDEVI V** 23PEN116 17 MERVYN PETER R الملاج 23PEN117 18 23PEN118 PRAVIN S 19 NIVYA S 23PEN119 SEBASTIN GILBET P 20 23PEN120 KIRUTHISH S 21 23PEN121 22 SHINEY J 23PEN122 23 ARUNA M 23PEN123 ANANDA KUMAR P 24 23PEN124 Kuna Smust KEVIN SAMUEL J 25 23PEN125 KARUNYAA M 26 23PEN126 AROCKIA NISHA N 27 23PEN127 ANTHONY SHILPA J 23PEN128 28 29 DONIK M 23PEN129 ROJITH RAJA J M 30 23PEN130 NEHA S DOMY 23PEN131 31 kl Vindla Pool VINOLIYA RECSELIN W 32 23PEN132 23PEN133 PAVITHRA B S BJ. A 33 ROHITH R 34 23PEN134 35 23PEN135 VINCY ANGEL A JEEVA ALICE N R 23PEN136 36 MAHESWARI M 37 23PEN137 TRINITA VINOLA J 23PEN138 38 39 23PEN139 SUMITHRA R SORNAMUGI P 40 23PEN140 23PEN141 ABINAYA C 41 dhim 42 23PEN142 SHINY CHRISTINA A S 43 23PEN143 SILVIYA MARY I

Dr. V.L. JAYAPAUL
Associate Professor & Head
PG & Research Dept. of English
St. Joseph's College (Autonomous)
Tiruchirappalli - 620 002









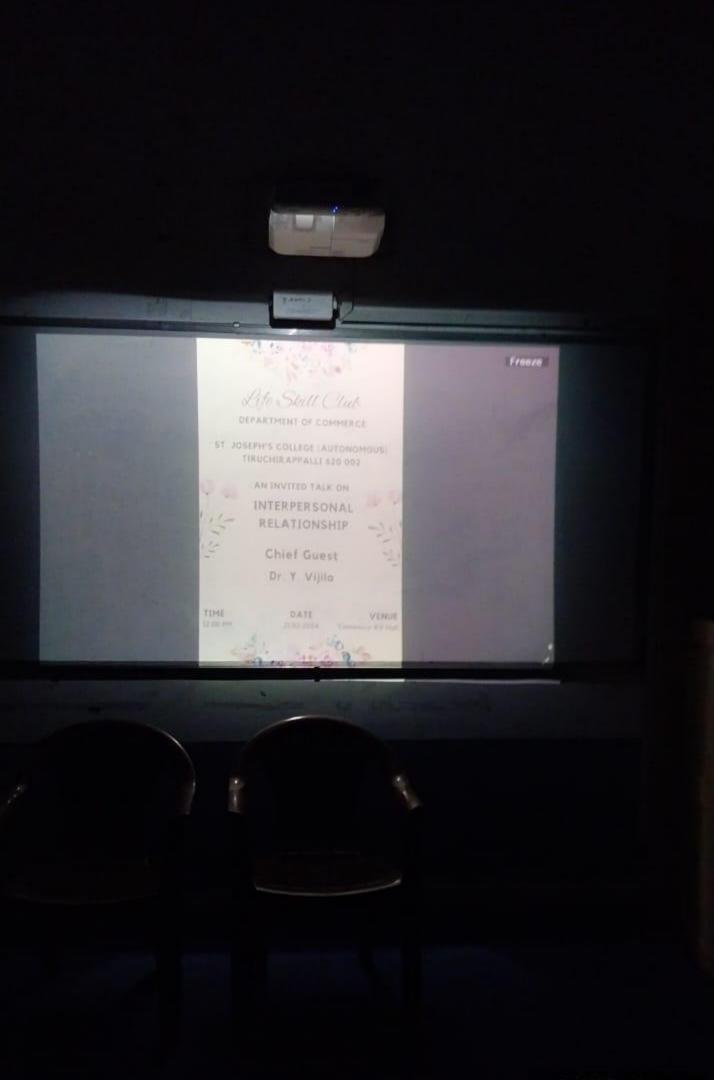
Life skills club

Deprement of Commerce

St.Joseph's college(Autonomous) ,Trichy-2

An invited talk being organised by life skills club of department of commerce on the topic "Interpersonal relationship" for the girls students of the dapartment. Dr. Y.Vijila was the resource person. In her talk she has highlighted importance of interpersonal relationship and how to nurture strong quality of maintaining healthy ,undestanable and mature Interpersonal relationship .At the beginning of the talk students from 1st PG rendering prayer song ,Miss. Sakshi of 2nd PG welcome the gathering and at the end Dr. A.Francis Vijayakumar ,coordinator of the club has proposed vote of thanks.Twenty six students were participated and benefited .

Dr. A. FRANCIS VIJAYAKUMAR,
W. Corn., PGDFM., MBA., Ph.D., SET.,
Assistant Professor,
Department of Commerce
assept's College (Autonomous). Dichy: 820 862.







Tiruchirappalli, Tamil Nadu, India Tamil Department, Trichy Chennai Trunk Rd, Annamalai Nagar, Woraiyur, Tiruchirappalli, Tamil Nadu 620002, India Lat 10.828793°

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St. Joseph's Institute of Management (JIM) St. Joseph's College (Autonomous), Tiruchirappalli

Report on Positive Psychology Session for LMBA

17th June 2023

The first-year students, who are in the initial phase of cultivating a cohesive learning environment in JIM were provided a session on "Positive Psychology" by Ms. Leema Peter who is an inspiring teacher, motivational speaker, a student facilitator and a resourceful trainer with 26 years of experience in delivering talks and sessions.

The half a day session included inputs in the area of positive mind set, positive approaches, positive parenting, positive relationship and positive self-esteem.

The students were keen to know the generation traits that they possess and how they can compete with the demands of the current trend. It was an interactive session, where students clarified their concerns about the approaches to life and its challenges.

Ms. Restina Assistant Professor introduced the guest and Mr. Sudershan I MBA A delivered the vote of thanks.



ST. JOSEPH'S INSTITUTE OF MANAGEMENT (JIM)



A Jesuit Business School St. Joseph's College (Autonomous), Tiruchirappalli - 620 002

Guest Lecture on

Positive Psychology - 17th June 2023

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38	23PBA139	John Paul	- ABSENT-
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ST. JOSEPH'S INSTITUTE OF MANAGEMENT (JIM)



A Jesuit Business School St. Joseph's College (Autonomous), Tiruchirappalli - 620 002

Guest Lecture on

Positive Psychology - 17th June 2023

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ST. JOSEPH'S COLLEGE (ATONOMOUS)



Special Heritage Status Awarded by UGC Accredited at A++ Grade (4th Cycle by NAAC College with Potential for Excellence by UGC DBT-STAR & DST-FIST Sponsored College Tiruchirappalli - 620 002.

SOFT SKILLS

Organized by
Department of B. Voc
Software Development & System Administration

Chief Guest KISHORE PARAMASIVAM

Soft Skills Trainer & SRE Manager of Standard Charted gbs, Chennai.

October 07, 2023 at 09.00am

Venue: CK5 Class Room



Dr. GEORGE GABRIEL RICHARD ROY
CO-ORDINATOR

MS. FRANCIS JULEE RAJAM J
ASSOCIATION PRESIDENT

Title

: Soft Skills Program

Nature

: Soft Skills Training

Date & Time

: 07.10.2023. 09:00 am

Venue

: CK5 Classroom

Chief Guest

: Mr. Kishore Paramasivam,

Soft Skills Trainer & SRE Manager of Standard Charted gbs,

Chennai.

Beneficiaries

: Students of 3rd B.Voc.(SD&SA)

The program began with a prayer song at 09:00 am in the CK5 Classroom. Mrs. Francis Julee, Association President of our Department welcomed the chief guest. He conducted many activities to the student, which are conducted through the interviews of the company. A soft skills program focuses on developing interpersonal skills, communication, teamwork, adaptability, and other non-technical abilities. It aims to enhance employees' effectiveness in the workplace, fostering a well-rounded and adaptable workforce. The program may include workshops, coaching, and activities tailored to improve emotional intelligence, leadership, and problem-solving skills. The program ended by 03:00 pm with Vote of thanks and gratitude conveyed by Ms. J. Julee Rajam, Association President.

1. Communication Skills:

Enhancing verbal and written communication to promote effective interaction within teams and with clients.

2. Teamwork and Collaboration:

Building the ability to work seamlessly with others, fostering a collaborative and cooperative work environment.

3. Problem-Solving:

Developing critical thinking skills to analyse challenges and find creative solutions.

- Adaptability: Cultivating the flexibility to adapt to changes in the workplace and industry, promoting resilience.
- Time Management: Improving organizational skills to prioritize tasks and manage time efficiently.
- Leadership Development: Providing guidance on leadership qualities and empowering individuals to take initiative.
- Conflict Resolution:
 Equipping individuals with strategies to handle conflicts constructively and promote a positive
 workplace culture.
- Emotional Intelligence:
 Enhancing self-awareness and empathy to navigate interpersonal relationships effectively.
- Stress Management: Teaching techniques to manage stress and maintain well-being in a demanding work environment.
- 10. Networking Skills: Encouraging the development of professional relationships and networking for career growth.

COORDINATOR

Dept. of B.Voc. (SD & SA)
St. Joseph's College (Autogomous)
Special Heritage Status Awarded by UGC
Tiruchiroppalli-620 002.

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6	21USS107	RIYAS ARAVINTHJ	J. Prings fruits
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9	21USS111	JEROME MANOJ. A	
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