

TRAINING MODULES FOR 100 HOURS

- ∂ Personal Success skills
- ∂ Language Enhancement
- ∂ Career Management skills
- ∂ Integrated Personality Management
- ∂ Job Evaluation Concepts
- ∂ Bio data preparation
- ∂ Group Discussion
- ∂ Interview Techniques
- ∂ Effective Communication Skills
- ∂ Personal and Professional Counseling cum Mentoring
- ∂ Leadership Skills
- ∂ Executive Management Skills
- ∂ Creative and Thinking Skills
- ∂ Effective Communication Skills in English
- ∂ Body Language
- ∂ Leadership and supervisory skills
- ∂ Interpersonal Skills
- ∂ Time Management
- ∂ Stress Management
- ∂ Role analysis
- ∂ Goal-setting
- ∂ Quality of work life
- ∂ Integrated personality management
- ∂ Self Management
- ∂ Counseling and Mentoring
- ∂ Negotiating skills
- ∂ Professional psychographics
- ∂ Conflict, collaboration & competition
- ∂ Attitude & aptitude development
- ∂ Family, social & Cultural influences
- ∂ Successful habits
- ∂ Organizational and Managerial values
- ∂ Social Responsibilities & Business ethics
- ∂ Creating synergy between Technical and Managerial Skills
- ∂ Human Resource Management
- ∂ Project Management
- ∂ Business Strategy
- ∂ Business Development
- ∂ Customer-Public Relations
- ∂ Social Research
- ∂ Entrepreneurship Development