

GOVERNMENT POLYTECHNIC, VALSAD

Finishing School Program 2018-2019

The main objective of Finishing School Program is to prepare the students to face the challenges of the placement process and also equip them with skills required once they enter the corporate world. Our college got the opportunity to groom our students in employability skills under this sponsored program of 'Finishing School' supported by KCG, Ahmedabad, Gujarat.

The components covered during the training have been (1) Life Skills (2) Employability Skills (3) English Functional Skills (4) English Functional Skills. Each of the components, with its internal variety of sub-themes and core elements, has been significantly useful and fruitful in shaping personality and career of our students.

Training was conducted at GOVERNMENT POLYTECHNIC, VALSAD Final year students under 'Finishing School' Phase –I during 04th June, 2018 to 08th June, 2018 for 25 hours and Phase-II during 11th June, 2018 to 15th June, 2018 for 25 hours. There were two trainers viz. Mr. Uday Dholakia & Mr. Arul Pillai for two batches, 50 students in each batch.

The Phase-I and Phase-II training of 50 hours for both the batches was effectively completed by the trainers. This innovative teaching and learning process was well appreciated by the students. Trainers delivered the lectures in very effective and efficient manner.

(A) Chart of Training Program:

No	Date	Name of Topic	Name of Trainer
1	04/06/18	Introducing oneself and others asking and answering questions.	Uday Dholakia
2	05/06/18	Grooming and Body Language, Etiquettes and manners.	Uday Dholakia
3	06/06/18	Goal Setting and Time management.	Uday Dholakia
4	07/06/18	Cover Letter, Resume Building and Group Discussion	Uday Dholakia
5	08/06/18	Personal Interview	Uday Dholakia
6	11/06/18	Self-Awareness SWOT Analysis. Everyday English, Empathy, Self Confidence.	Arul Pillai
7	12/06/18	Critical Thinking. Problem Solving & Decision making, Self Esteem.	Arul Pillai
8	13/06/18	Observation & Concentration Skills, Team work, Leadership Skills.	Arul Pillai
9	14/06/18	Planning & Organizational Skills. Negotiation Skills & Stress Management.	Arul Pillai
10	15/06/18	Professional Communications- Verbal and Written. Interpersonal Skills. Presentation Skills.	Arul Pillai

We are thankful to the Government of Gujarat and KCG for selecting our college under 'Finishing School'. It's not only improves the skills among the students but also enhances their skills to compete the real world. The feedback shares that students are very happy with the initiative by Government of Gujarat, as it enhances the efficiency of the student for practical training and knowledge.

(B) Outcome of training:

1. The students have been aware and eager to develop life skills.
2. The students have learnt to focus on employability skills.
3. The students have learnt to develop more self-confidence.
4. The students have learnt to take up challenges.
5. The students have become more career-conscious.
6. The students have encountered with interview-techniques.
7. The students have developed an attitude towards problem-solving.
8. The students have redefined the planning of career and have learnt art of planning.
9. The students have focused on developing Leadership qualities.
10. The students have learnt the lessons in team-work.
11. The students have got an insight into effective communication and its importance.

Batch 2 (4-6-2018 to 08-6-2018) - Uday Dholakia







Batch 2 (11-6-2018 to 15-6-2018) - Arul Pillai





