



# JOSEPH'S ACADEMY OF SOFT SKILLS (JASS)

## St. Joseph's College (Autonomous)

Special Heritage Status Awarded by UGC, Accredited at A++ Grade (4th Cycle) by NAAC

College with Potential for Excellence by UGC

Tiruchirappalli - 620 002

*cordially invites you for*



## A ONE DAY OUTDOOR FACULTY TRAINING PROGRAMME FOR SOFT SKILLS FACULTY



October 28, 2024



Monday



9:00 am to 4:30 pm



Cluny Provincialate, Ariyamangalam, (Palpannai,  
Tanjore Road), Trichy.

*in the esteemed presence of*

**Rev.Dr. Pavulraj Michael SJ**, Rector

**Rev.Dr.K. Amal SJ**, Secretary

**Rev.Dr. S. Mariadoss SJ**, Principal

**Dr. P. Rajendran**, Deputy Principal

**Resource Person: Ajith Vikram**, Co-Founder and Director, Crossroads, Bengaluru



**9.00 am** : Registration

**9.30 am** : Inauguration

**Time : 10.00 am**

### Introduction

Introduction to the objective of the training, expected outcomes, setting a tone for the day. Why are we supporting all of them? What will be the outcome? What can they expect? The Big Picture!

**Methodologies:** A short self introduction with 5 Big Questions

**Time : 10.15 am**

### Communication Skills

To understand and appreciate the process of communication as an important constituent of the professional effectiveness.

**Methodologies:** PowerPoint led discussion.

**Activity:** Chinese Whisper.

**Activity:** Pictionary.

**Time : 11.40 am**

### Interviews

Examine the benefits of professional interview techniques and determine which are the most effective techniques for students. To manage interview meeting in a better way.

**Methodologies:** PowerPoint led discussion.

**Activity:** SORT Model.

**Activity:** Job Fair Simulation.

**Time : 2.00 pm**

### Group Discussion & Team Building

To learn the guidelines for group discussion. Describe the team building process. To Understand personal strength through a questionnaire

**Methodologies:** PowerPoint led discussion. **Activity:** Watch a video and analyze. **Activity:** Self Assessment Questionnaire **Activity:** Fish Bowl

**Time : 3.30 pm**

### Personal Effectiveness

To Learn how to better manage your time and tasks. To Learn tips for personal grooming & presentation

**Methodologies:** PowerPoint led discussion. **Activity:** SORT Model.

**Activity:** Job Fair Simulation.

**4.30 pm** : Feedback and Evaluation

*Hearty Welcome!*

**Addl Coordinator**

**Mrs. Jeyashree Naiken**

**Coordinator**

**Dr. A. John Balaiah**

**Addl Coordinator**

**Dr. P. Bastin Thiyagaraj**