***Report on***

***Summer camp: Soft skill development programme***

***Date:* 24/04/2021 to 29/04/2022**

**Model: online through zoom meeting**

**Resource person: miss Afreen Ansari and Mrs. Naushin Parkar**

**Objective :**

 ● Develop effective communication skills (spoken and written).

 ● Develop effective presentation skills.

 ● Conduct effective business correspondence and prepare business reports which produce results.

 ● Become self-confident individuals by mastering interpersonal skills, team management skills, and leadership skills.

**Personality development:(24/04/2021)**

The mainaim was to develop confidence in students and improve their communication skills. This session was taken for students to make them understand the importance of Public Speaking and develop stage daring as well. More than 48 students benefitted from it. Resource person for this was prof. Naushin Parker

**Interview Skills(25/04/21)**

It is found that students were unable to present themselves in an interview. Theworkshop included interview skills and techniques while giving an interview. Some important tips were given on “Resume Building” and common questions asked during an interview. 49 students attended the event and got benefitted.

**Etiquettes and Grooming(26/04/2021 to 27/04/2021)**

Developing Etiquettes & Manner and Grooming, these two aspects are often neglected by the students but they forget that they are the two important pillars of anyone’s personality and often are the key to success. To overcome this lacuna in the students a “Workshop on Office Etiquettes and Grooming” was organized on2/05/2021. The workshop was divided in two sessions. The first session was taken by Mrs. Miss. Afreen Ansari and the second one was taken by Mis. Kamini pawar More than 45 students benefitted from this workshop.

**Presentation Skills(28/04/2021 and 29/04/2021)**

The main aim was to develop confidence in students and improve their communication skills. This session was taken for students to make them understand the importance of Presentation. They were given important key points to remember while presenting.