

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training

Report on Soft Skills FOR THE YEAR 2020-21

3 months training programme in soft skills was organized by Jawahar Knowledge Centre of this College. It was intended for B.A., B.Com and B Sc final year students. It was conducted in 3 batches during the academic year 2020-21.

Details of Batch-2:


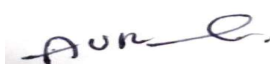
BATCH NO	DURATION	NO OF STUDENTS ATTENDED
II	1.2.2021 to 31.3.2021	42

The following topics were covered in the training programme.


- Know Yourself
- SWOT Analysis
- Goal Setting
- Positive Attitude
- Body Language
- Interpersonal Skills
- Time Management
- Presentation Skills
- Just a Minute (JAM) Activities
- Team Dynamics
- Group Discussion
- Etiquette of Telephone e-mail and SMS
- Interview Skills
- Preparation for Examinations

1. The following resource person Sri K ChandrasekharaRao & Sri AVRamana Rao, Lecturers in English Conducted the training programme.

Certificates were issued to all the participants after the completion of each batch programme. The candidates found the training very useful for studies and future career.

1. 
2. 

Signature of the Resource Persons


Principal
Y A. Govt. Degree College for Women
CHIRALA - 523 155, Prakasam Dt. (A.P.)
Principal

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training

JKC Curriculum

S.No	Topic	No. of Hours allotted
1	Communication Skill	60 hrs
2	Soft Skill	30 hrs - Soft Skills 10 hrs - Ethical Values
3	Analytical Skill	60 hrs
4	Computer Skill	60 hrs
5	General Awareness	30 hrs
Total		250 hrs
(The duration of the training is 3 months/90 Days)		

Soft Skills Syllabus:

Soft Skills : An Overview

Know Yourself

SWOT Analysis

Goal Setting

Positive Attitude

Body Language

Interpersonal Skills

Time Management

Presentation Skills

Just a Minute (JAM) Activities

Team Dynamics

Group Discussion

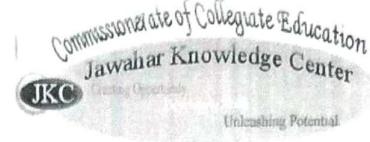
Etiquette of Telephone e-mail and SMS

Interview Skills

Preparation for Examinations

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training



Y.A. GOVT. DEGREE COLLEGE FOR WOMEN, CHIRALA, PRAKASAM (DIST.)

Dr. CH. RAMANAMMA

M.Sc., M.Phil., Ph.D.

Principal

Office & Fax : 08594 - 234372

Principal : 08594 - 232204

E-Mail Id : gdcwchirala@gmail.com, chirala.jkc@gmail.com

Sri K.ChandraSekhara Rao

JKC Coordinator

CHIRALA,

Dt: 20-01-2021.

CIRCULAR

All the students of final year B.A, B.Com and B.Sc courses are hereby informed that they have to attend JKC Training classes' everyday from 9 a.m. – 10.00 a.m. and 4pm-6pm as second batch from 01.02.2021. This training includes Communication & Soft skills, Analytical & Computer Skills for 3 months. Hence all the final year students register their names at JKC center. As per JKCMC,O/o CCE JKC training is mandatory for all final years.

Ca. Ch. 20/1/21

PRINCIPAL
Jawahar Knowledge Centre
PRINCIPAL
Govt Degree College for
CHIRALA-523 199

III B.Com Gen.& CA *W.M.*
III B.A. - *[Signature]*
III B.SC MPCS - *[Signature]*
III B.SC MSCS- *[Signature]*
III B.SC MCCS- *[Signature]*
III B.SC MPC- *[Signature]*
III B.SC BZC- *[Signature]*
III B.SC MZC- *[Signature]*

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training



Involving students into Just a Minute session in soft skills training on 9.2.2021

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA REGISTERED STUDENTS LIST FOR 2020-21 JKC BATCH-2			
Sl. No	Name	Course & Group	Contact No/ Whatsapp No.
1	D BUELA SUCHERITHA	B.COM CA	8179660826
2	U ANUSHA	B.COM CA	7702261066
3	V DEGESWARIPRIYANKA	B.COM CA	9032484034
4	K MANNAKUMARI	B.COM CA	8008432165
5	CH SUPRIYA	B.COM CA	8977343799
6	M SAILAKSHMI DIVYA	B.COM CA	6303299968
7	T NAGAMANI	B.COM CA	9866189591
8	D SMILY	B.COM CA	9110524862
9	S NADIYA	B.COM CA	8179938016
10	D DEEPTHI	B.COM CA	9573034511
11	D PALLAVI	B.COM G	9014504248
12	A SATYAVENI	B.COM G	8463908591
13	A KALYANI	B.COM G	9177904541
14	P CHANDRIKA	B.COM G	9989740230
15	D PADMAVANI	B.COM G	9059519862
16	D ROJARANI	B.COM G	9581520361
17	K LAKSHMITIRUPATHAMMA	B SC MPCs	9573661744
18	D SUVARNA	B SC MPCs	9052154893
19	K VENNELA	B SC MPCs	9291803521
20	G SARASWATHI	B SC MPCs	9573959424
21	M KAMAKSHI	B SC MPCs	9700948485
22	K SUBBARAVAMMA	B SC MSCs	8919490313
23	VV SITALAKSHMI	B SC MSCs	7032503946
24	B DIVYA	B SC MPC	7901459388
25	G SAMRAJYAM	B.A. HEP	7416169413
26	B SUKANYA	B.A. HEP	9985206201
27	K PRASANNA	B.A. HEP	7036132412
28	A BHARGAVI	B.A. HEP	7732077623
29	Y MAYURI	B.A. HEP	9666161013
30	M SAIPRAPURNA	B.A. TTM	9603527610
31	K SIREESHA	B.A. TTM	9666553755
32	P SIVANAGAMOUNIKA	B.A. TTM	8008615009
33	M GOWRI	B.A. TTM	6302221708
34	B AARTHI GLADIS	B.A. TTM	6300913434
35	N DWARAKA	B SC BZC	7032407052
36	M PRASANNA	B SC BZC	8008655041
37	R JHANSI	B SC BZC	9000205952
38	P MADHURAVANI	B SC BZC	6303087362
39	M ANITHA	B SC BZC	6305480072
40	CH MARYJYOTHSNA	B SC BZC	9440263840
41	D NAGA PRIYANJALI	B SC MZC	7780579340
42	S LAKSHMI	B SC MZC	9391339869

Principal
Y A. Govt. Degree College for Women
CHIRALA - 523 155, Prakasam Dt., (A.P.)

Y.A.GOVT.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training

Soft Skills & Communication Skills Training - **Module - II** Commenced on **1-2-2021**

Pupils Attendance Register

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Sl. No.	Pupils Name	Date												Total	Remarks	
		1	2	3	4	5	6	7	8	9	10	11	12			
1	D. BUELA SUCHETHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
2	U. ANUSHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
3	V. DEGESHAJAYAPRIYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
4	K. K. MANNAKUMARI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
5	S. CH. SUPRIYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
6	M. SADIJAKSHAN DEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
7	T. NALAKAND	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
8	S. S. SMOYI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
9	S. NAOSYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
10	D. DEEPIKA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
11	D. PALLAVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
12	A. SATYAVENUS	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
13	A. KAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
14	P. CHANDRKA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
15	D. PADMAVANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
16	D. RAJARANJ	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
17	K. LAKSHMI DEVI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
18	D. SWARNA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
19	K. VENNELA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
20	G. SARASWATHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
21	M. KAMAKSHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
22	K. SURABARAVATHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
23	V. SOTALAKSHI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
24	B. DIVYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
25	G. SAMARATHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
26	S. SUKANYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
27	P. PRASADINI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
28	A. RATARANI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
29	Y. MAHURI	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
30	M. SATHYAPRIYA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
31	P. SRIRISHA	P	P	P	P	P	P	P	P	P	P	P	P	P	P	
32	P. SIVANATHAN	P	P	P	P	P	P	P	P	P	P	P	P	P	P	

MANIDI'S VJA-1

Y.A.GOV.T.DEGREE COLLEGE FOR WOMEN, CHIRALA

2020-21 Soft Skills Training



CERTIFICATE



This is to certify that Mr. / Miss. B. Likhitha

D/o, S/o Yesu Ratnam with JKC ID No. : jkc 2020 batch I bsc 20 has successfully completed the 400 hours Jawahar Knowledge Centre Training Program in Communication & Soft Skills, Analytical Skills and Technical Skills at Y.A. Government Degree College for Women, Chirala, Prakasam Date. from 1.11.2020 to 31.12.2020.

P. Rao
JKC Coordinator



P. Rao
Principal & Chairman JKC
Y.A. Govt. Degree Collage (W)
Chirala



CERTIFICATE



This is to certify that Mr. / Miss. P. Venkata Lakshmi

D/o, S/o Venkata Ramana with JKC ID No. : jkc 2020 batch I bcom 11 has successfully completed the 400 hours Jawahar Knowledge Centre Training Program in Communication & Soft Skills, Analytical Skills and Technical Skills at Y.A. Government Degree College for Women, Chirala, Prakasam Date. from 1.11.2020 to 31.12.2020.

P. Rao
JKC Coordinator



P. Rao
Principal & Chairman JKC
Y.A. Govt. Degree Collage (W)
Chirala