



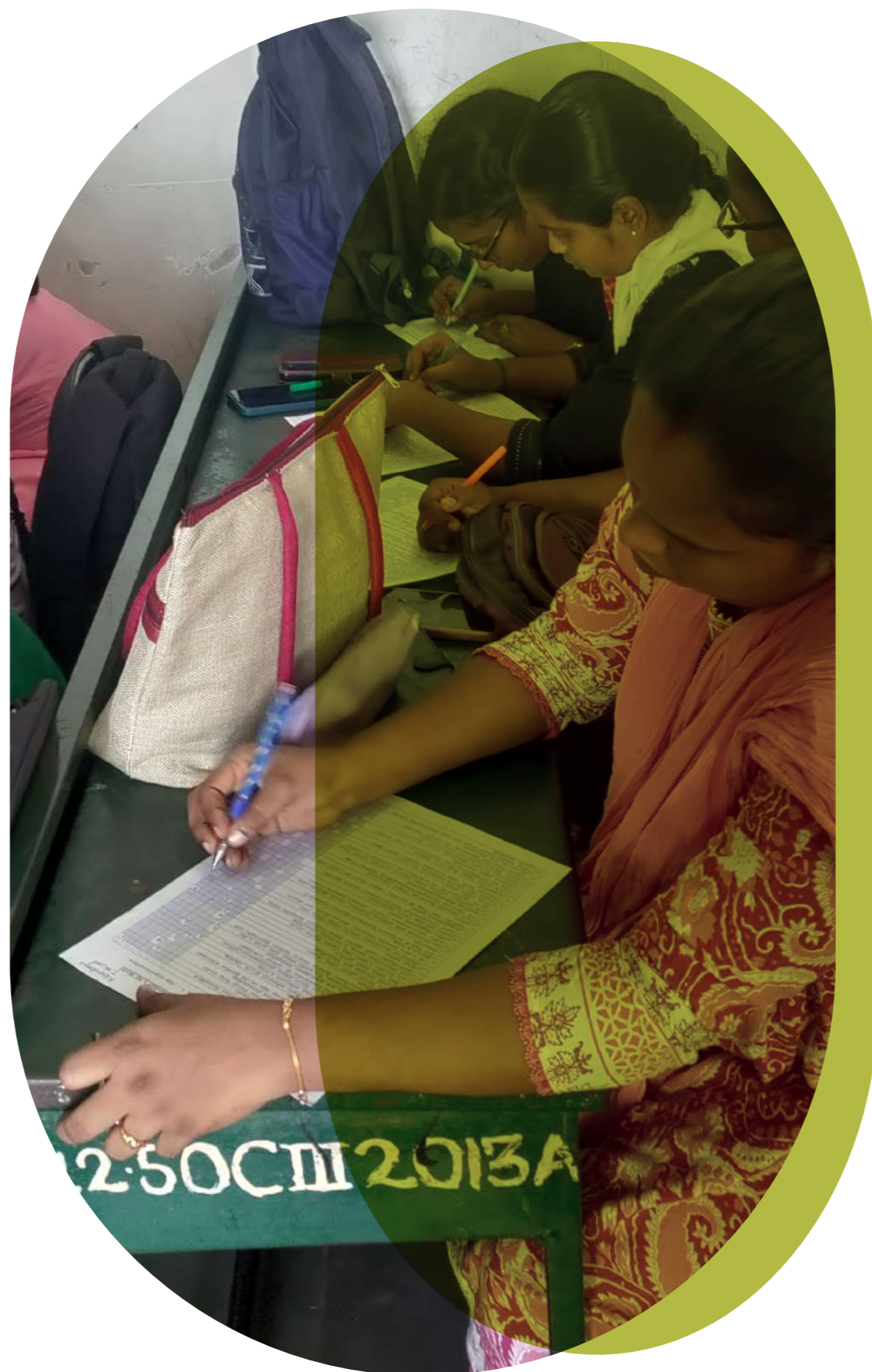
# Report on I Year PG Soft Skills Training at Queen Mary's College, Chennai

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## Program Objectives:

The core objectives of the training program included:

- **E n h a n c i n g Self-Awareness:** Helping students identify their strengths and areas for improvement.
- **I m p r o v i n g Communication Skills:** Fostering effective verbal and non-verbal communication.
- **C u l t i v a t i n g Positive Attitudes:** Encouraging a growth mindset to overcome challenges.
- **S t r e n g t h e n i n g Decision-Making Abilities:** Equipping students with strategies for informed decision-making.
- **F a c i l i t a t i n g Career Exploration:** Guiding students in aligning their interests and abilities with potential career paths.



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# Detailed Daily Breakdown:

## Day 1: Personal Skills Intro & Importance

The program commenced with a dynamic introduction to personal skills and their significance in both academic and professional environments. Facilitators engaged participants through interactive discussions, using real-world examples to illustrate how personal skills, such as communication and teamwork, impact career success. Group activities, including icebreakers and team-building exercises, encouraged participants to share their backgrounds and expectations for the training, fostering a sense of community from the outset.

## Day 2: Self-Esteem

Building on the introductory session, day two focused on the concept of self-esteem. Participants engaged in reflective exercises to recognize their personal achievements and inherent value. The facilitators introduced techniques for boosting self-esteem, such as positive affirmations and self-reflection. Role-playing scenarios enabled students to practice assertiveness in various situations, enhancing their confidence in expressing themselves.

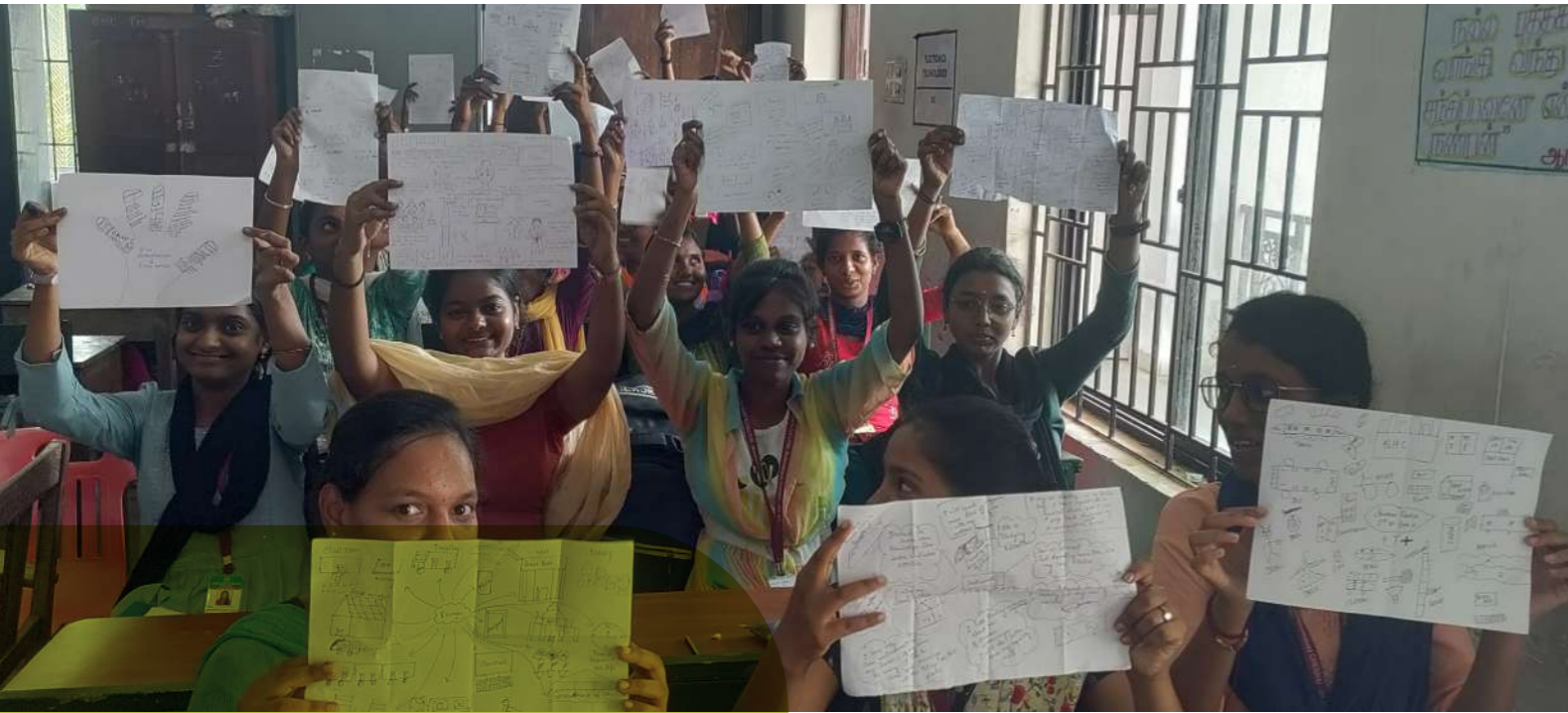
## Day 3: Attitude

The third day centered around the influence of attitude on personal and professional experiences. Through engaging discussions, participants explored the differences between a fixed mindset and a growth mindset. They participated in activities that challenged negative thought patterns, learning techniques to maintain a positive attitude in the face of adversity. This session included motivational videos and testimonials from successful individuals, inspiring students to adopt a proactive approach to their challenges.

## Day 4: Goal Setting

Day four introduced participants to effective goal-setting strategies. Using the SMART criteria (Specific, Measurable, Achievable, Relevant, Time-bound), students were guided in creating both short-term and long-term personal and academic goals. The facilitators led a workshop where participants shared their goals in pairs, fostering accountability and support. Visualization techniques were introduced, helping participants to envision their success and motivate them to stay focused on their objectives.





### Day 5: Time Management

Understanding time management was the focus of day five. Participants were educated on various time management tools and techniques, such as prioritization matrices and time-blocking strategies. Engaging discussions around common pitfalls, such as procrastination and distractions, encouraged participants to reflect on their own habits. Practical exercises allowed students to develop personalized time management plans tailored to their academic schedules and personal commitments.



### Day 6: Creative Thinking



On day six, the spotlight was on fostering creative thinking. Participants engaged in brainstorming sessions and interactive problem-solving games designed to stimulate innovative thought processes. Techniques such as mind mapping and lateral thinking puzzles were introduced, enabling participants to explore multiple perspectives when approaching challenges. This session highlighted the importance of creativity in diverse fields, encouraging students to embrace unconventional ideas.



# DBV Service

**DON BOSCO VAZHKAATTI** IS A CENTRE FOR CAREER GUIDANCE, TRAINING AND JOB PLACEMENT. IT IS NOW IN ITS 27 TH YEAR OF SERVICE. DBV HAS SPREAD ACROSS IN 8 DISTRICTS OF TAMIL NADU & PUDUCHERRY.

## VISION: ( JOYFUL CAREER)

To guide, lead and empower the poor youth with a positive attitude, skills and knowledge, with a value system for a joyful career and a meaningful life.

## MISSION: (To create a better society)

Don Bosco Vazhikaatti is committed to create and enable an optimistic learning environment for the poor youth. They are given the requisite positive attitude, skills and knowledge to mould their character and make them productive and responsible citizens. Thus, helping them to pursue a career of their choice in a dynamic, fast paced challenging world and help contribute towards a better society.



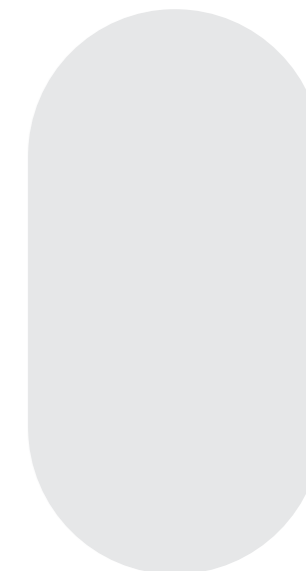
## Day 7: Decision Making & Problem Solving

The seventh day focused on enhancing decision-making and problem-solving skills. Participants were introduced to structured decision-making models, such as the decision matrix and the six thinking hats method. Real-life scenarios were presented, prompting participants to apply their newfound skills in group discussions. Simulations allowed students to practice making informed decisions under time constraints, reinforcing their ability to think critically and collaboratively.



## Day 8: SWOT & Setting Expectations

Participants engaged in a comprehensive SWOT analysis to evaluate their personal strengths, weaknesses, opportunities, and threats. This exercise encouraged deep self-reflection and helped students identify areas for growth. Additionally, discussions on setting realistic expectations for personal and professional development reinforced the importance of aligning aspirations with actionable steps. Facilitators emphasized the role of resilience in navigating challenges, empowering students to adopt a proactive mindset



### Day 9: Career

Day nine was dedicated to career exploration, featuring a panel of guest speakers from various industries. Each speaker shared insights from their professional journeys, highlighting the skills and experiences that contributed to their success. Participants had the opportunity to engage in Q&A sessions, gaining firsthand knowledge about the demands and expectations of different career paths. This day emphasized the importance of networking and developing professional relationships.



### Day 10: Interest & Abilities

On the tenth day, participants engaged in activities designed to assess their interests and abilities. They completed self-assessment questionnaires that helped them identify their passions and how these align with potential career opportunities. Group discussions encouraged students to share their findings, fostering a supportive environment for exploration. This session reinforced the idea that understanding one's interests is crucial for making informed career choices.

### Day 11: Multiple Intelligences – Career Self-Assessment

The eleventh day introduced Howard Gardner's theory of multiple intelligences, helping participants recognize their unique cognitive strengths. Through interactive assessments, students identified their dominant intelligences and discussed how these can influence their career trajectories. The session promoted self-discovery, encouraging participants to leverage their innate abilities in their academic and professional pursuits.

### Day 12: Interaction on Importance of Personal Skills for Graduates

The final day culminated in an open forum where participants reflected on their learning experiences throughout the program. Ms. Poulina Mary, CEO, Sappire's Educational Consultancy led discussion emphasizing the critical role of personal skills in achieving success after graduation. Participants shared insights gained, practical applications of what they learned, and plans for ongoing personal development. The collaborative atmosphere fostered peer learning and reinforced the importance of continuous improvement in both personal and professional spheres.

The first-year postgraduate students at Queen Mary's College (QMC) engaged in a thought-provoking assignment focused on identifying essential personal skills for graduate success. Through research, interviews, and self-assessments, students explored key skills such as effective communication, teamwork, adaptability, and emotional intelligence. They highlighted the importance of problem-solving, time management, leadership, and networking as vital components for thriving in today's competitive job market. The assignment not only fostered self-reflection and personal growth but also emphasized the significance of soft skills in complementing academic knowledge. This initiative aimed to equip students with the tools necessary for professional success, enhancing their employability and readiness for future challenges.

### Assignment:

## Conclusion

The 1 Year PG Soft Skills Training program at Queen Mary's College was a resounding success, achieving its objectives and equipping participants with essential skills for their academic and career journeys. Feedback indicated a substantial increase in self-awareness, confidence, and understanding of the critical role soft skills play in today's workforce. Participants left with practical tools and strategies, ready to embrace the challenges ahead.

This initiative exemplifies the dedication of Don Bosco Vazhikaatti and Queen Mary's College to empowering students and enhancing their employability. The positive engagement, collaborative learning environment, and actionable insights gained throughout the training have laid a solid foundation for the graduates as they embark on their future careers. The program not only addressed immediate skill gaps but also instilled a lifelong commitment to personal and professional growth.

## CONTACT US

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