

## VIGNAN UNIVERSITY-VADLAMUDI

### Training and Placement Cell:

<b>Dates</b>	<b>Topics</b>	<b>Branches</b>	<b>No. of Students Attended</b>
19 <sup>th</sup> , 22 <sup>nd</sup> & 27 <sup>th</sup> January & 2 <sup>nd</sup> Feb 2009	Language Proficiency Session – Grammar Review (Tenses), Practice Test – I, II, III & IV	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	190
06 <sup>th</sup> February, 2009	Language Proficiency Session – Reading Comprehension, Practice Test - I	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	167
10, 13, 19 <sup>th</sup> & 24 <sup>th</sup> February, 2009	Language Proficiency Verbal Aptitude Session, Vocabulary Building – I – Synonyms, Antonyms, Roots, Prefixes and Suffixes & Analogies	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	174
27 <sup>th</sup> February, 2009	Language Proficiency Session Grammar Review – V, Adjectives and Verbs	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	174
02 <sup>nd</sup> , 03 <sup>rd</sup> , 06 <sup>th</sup> March, 2009	Soft Skills Session – Group Discussion – I, II, III – Introduction, GD Basics, Mock GD Sessions	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	180
09 <sup>th</sup> & 12 <sup>th</sup> March, 2009	Interview Skills – I & II – Introduction, Interview FAQs, Resume Writing Practice	Bio-Tech., Chemical, CSE, ECE, EEE, IT, Mechanical, MCA	172
27 <sup>th</sup> November, 2009	Basics English Grammar, Pronunciation and Group Discussion Skills	IV B.Tech, II MBA and III MCA	355
4 <sup>th</sup> December, 2009	Accent Neutralization, Group Discussion Skills and Interview Skills	IV B.Tech, II MBA and III MCA	247

<b>Dates</b>	<b>Topics</b>	<b>Branches</b>	<b>No.of Students Attended</b>
17 <sup>th</sup> – 30 <sup>th</sup> June, 2009	Interview Skills, Resume Writing	CSE, IT, Chemical & Bio-Technology	346
1 <sup>st</sup> - 8 <sup>th</sup> July, 2009	Interview Skills, Covering Letter, Functional English, Listening Skills, Listening Comprehension	CSE, IT, Chemical & Bio-Technology	387
9 <sup>th</sup> - 30 <sup>th</sup> July, 2009	Group Discussions, Functional English, Listening Comprehension	CSE, IT, Chemical & Bio-Technology	387
1 <sup>st</sup> - 31 <sup>st</sup> August, 2009	Group Discussion, Career Planning, SWOT Analysis, Interview Basis, Interview Process	CSE, IT, Chemical & Bio-Technology	387
1 <sup>st</sup> - 24 <sup>th</sup> September, 2009	Interview Process, Interview FAQs, Improving Language Proficiency, Reading Comprehension	CSE, IT, Chemical & Bio-Technology	387
4 <sup>th</sup> - 20 <sup>th</sup> October, 2009	Improving Language Proficiency, Reading Comprehension, Technical Report Writing,. Role Play	CSE, IT, Chemical & Bio-Technology	387
7 <sup>th</sup> - 31 <sup>st</sup> December, 2009	Employability Skills – Introduction, Functional English, Listening Comprehension	Mechanical, ECE, EEE	267

<b>QUANTITATIVE APTITUDE / LOGICAL REASONING FOR II AND III YEAR STUDENTS.</b>			
<b>Weeks</b>	<b>Second year topics</b>	<b>Weeks</b>	<b>Third year topics</b>
Jan 1 & 2	Calendar	Jan 1&2	Calendar
Jan 3 & 4	Clocks	Jan 3 & 4	Clocks
Feb 1 & 2	Simple Interest	Feb 1 & 2	Cubes
Feb 3 & 4	Compound Interest	Feb 3& 4	Simple Interest
March 1 & 2	Percentages	March 1 & 2	Compound Interest
March 3 & 4	Averages	March 3 & 4	Logical Deductions
April 1 <sup>st</sup> Week	Ratios & Proportions	April 1 <sup>st</sup> Week	Venn-Diagrams

July 1 <sup>st</sup> & 2 <sup>nd</sup>	H.C.F. & L..C.M.	July 1 <sup>st</sup> & 2 <sup>nd</sup>	Directions
July 3 <sup>rd</sup> & 4 <sup>th</sup>	Numbers	July 3 <sup>rd</sup> & 4 <sup>th</sup>	Blood Relations
August 1 <sup>st</sup> & 2 <sup>nd</sup>	Time & Distance	August 1 <sup>st</sup> & 2 <sup>nd</sup>	Puzzles
August 3 <sup>rd</sup> & 4 <sup>th</sup>	Boats & Streams	August 3 <sup>rd</sup> & 4 <sup>th</sup>	Time & Work
September 1 <sup>st</sup> & 2 <sup>nd</sup>	Races & Games	September 1 <sup>st</sup> & 2 <sup>nd</sup>	Pipes & Cisterns
September 3 <sup>rd</sup> & 4 <sup>th</sup> Week	Problems on Ages	September 3 <sup>rd</sup> & 4 <sup>th</sup> Week	Data Interpretation
October 2 <sup>nd</sup> Week	Profit & Loss	October 2 <sup>nd</sup> Week	Practice Papers for campus selections
October 3 & 4	Partnership	October 3 & 4	Practice Papers for campus selections
December 1 & 2	Mixtures & Allegations	December 1 & 2	Practice Papers for campus selections

<b>VERBAL APTITUDE / GROUP DISCUSSIONS / PRESENTATION SKILLS FOR II AND III YEAR STUDENTS</b>			
<b>Weeks</b>	<b>Second year topics</b>	<b>Weeks</b>	<b>Third year topics</b>
Jan 1 & 2	a) Introduction to personality Development Programme b) Interaction with students to know their expectations.	Jan 1&2	a) Introduction to Soft Skills b) Communication Skills, Interpersonal Skills and, Vocabulary improvement
Jan 3 & 4	a) Team Presentation – I b) Introduction to team presentation.	Jan 3 & 4	a) Introduction to Language Skills and usage Reading/ Speaking/ Writing/ Listening
Feb 1 & 2	a) Team Presentation – II b) Team presentations by students	Feb 1 & 2	Vocabulary Building Using Roots/ Prefixes/ Suffixes
Feb 3 & 4	a) English Grammar-I b) Parts of Speech and common errors in Parts of Speech	Feb 3& 4	Reading Comprehension Teaching reading techniques/ Practice with handouts
March 1 & 2	a) English Grammar-II b) Tenses and their Usage	March 1 & 2	Mini presentations Introduction to JAM Session/Practice
March 3 & 4	a) Self Introduction -I b) Self- introduction / their hobbies/ career goals / goal setting	March 3 & 4	Mini presentations JAM Practice/Feed back suggestions for improvement
April 1 <sup>st</sup> Week	a) Self Introduction –II b) Self- introduction Practice / Analysis / Feedback	April 1 <sup>st</sup> Week	Integrated Skills Dealing with various classroom activities relating to Verbal ability handouts and Speaking

July 1 <sup>st</sup> & 2 <sup>nd</sup>	a) Vocabulary -I b) Introduction to Verbal Aptitude c) Introduction to Roots / Prefixes / Suffixes /Analogy	July 1 <sup>st</sup> & 2 <sup>nd</sup>	Group Discussion session Understanding the concept of G.D / Do's & Don'ts of a G.D
July 3 <sup>rd</sup> & 4 <sup>th</sup>	a) Vocabulary -II b) Vocabulary building, Strategies to learn vocabulary	July 3 <sup>rd</sup> & 4 <sup>th</sup>	Group Discussion Practice Session Conduction, evaluation and giving feed back to students after conduction mock interviews
August 1 <sup>st</sup> & 2 <sup>nd</sup>	a) Narrative Techniques b) Introduction to narrative techniques. c) Narrative presentations by students.	August 1 <sup>st</sup> & 2 <sup>nd</sup>	Group Discussion Practice Session Counseling the students based on their performance and conducting another round of Group Discussion
August 3 <sup>rd</sup> & 4 <sup>th</sup>	a) Phrasal Verbs / Idioms b) Introduction to phrasal verbs and idioms. a) Practice of usage several expressions with the help of handouts	August 3 <sup>rd</sup> & 4 <sup>th</sup>	Interview Sessions Giving a detailed view of the importance, procedure & method of interviews and Industry's expectations. Explaining the Do's & Don'ts of an interview
September 1 <sup>st</sup> & 2 <sup>nd</sup>	a) Language Skills b) Introduction to LSRW Skills.	September 1 <sup>st</sup> & 2 <sup>nd</sup>	Interview Sessions Conducting mock interview (both individual and panel interview). Assessing individual student's performance Giving feed back.
September 3 <sup>rd</sup> & 4 <sup>th</sup> Week	a) Speaking skills - Introduction b) Student activities - role plays – Jam / describing people/situations etc	September 3 <sup>rd</sup> & 4 <sup>th</sup> Week	Interview Sessions Conducting final round of mock interviews for all the students after giving feedback.
October 2 <sup>nd</sup> Week	a) Reading comprehension – Introduction b) Reading comprehension practice with handout	October 2 <sup>nd</sup> Week	Session on Corporate Ethics Imparting the importance of value systems in personal and personal life of an individual. Attitude moulding
October 3 & 4	a) Listening comprehension - Introduction b) Practice session – audio / video clippings	October 3 & 4	Overall assessment Assessment of Language proficiency and personality development by

			administrating several tests.
December 1 & 2	- -	December 1 & 2	- -

**(a) Guest Lectures / Seminars**

S.No.	Topic	Name of the Resource Person	Period
1	Seminar on opportunities for overseas studies for IV B.Tech. Students, <b>Opportunities in Canada</b>	Mr.V.Subramanyam, GLOBAL Tree Consultancy Services	25-3-09
2.	Seminar on Higher Education, <b>Opportunities for Higher Education and jobs in Edinburgh,Napier University</b>	Dr.Jack Warden &Dr.Alison Varey, GLOBAL Tree Consultancy Services	30 – 3 – 09
3.	Seminar for 1st year B.Tech students on - <b>How to cope with Stress, Time Management and Self Management</b>	Dr.Sanjay, Psychiatrist	29-10-09

**(b) Workshops / Training Programmes by External Resource Persons**

S.No	Dates	Topic	Name of the Resource Person & Training Agency	No.of Students Attended
1	6 <sup>th</sup> January, 2009	Soft Skills for Empolyment	Mr. Bapaiah, Freelancer, Hyderabad	360 students from III CSE & IT, 58 students from IV Mech.
2.	24 <sup>th</sup> January, 2009	Employability skills – Career Planning, Goal Setting	Mr. K.P.P Kaushik, Head Training Keane Inc.	290 Students from III B.Tech. & II MCA
3.	18 <sup>th</sup> February, 2009	Group Discussion Techniques	Roshan Nishar from LEADER, Training & HR Consultancy, Visakhapatnam	300 Students from III B.Tech. & II MCA
4.	22 <sup>nd</sup> February, 2009	Interview Skills – Resume preparation and Interview FAQs	Roshan Nishar from LEADER, Training & HR Consultancy, Visakhapatnam	320 Students from III B.Tech. & II MCA

5.	2 <sup>nd</sup> March, 2009	Improving Reading & Writing skills with reference to IELTS & TOEFL	Mr.Sridhar Sastry, STORM Consultancy Associates, Hyderabad	294 Students from III B.Tech.
6.	16 <sup>th</sup> March, 2009	Career Opportunities	GLOBAL TREE Associates, Hyderabad	97 Students from III B.Pharmacy
7.	22 <sup>nd</sup> August, 2009	Soft Skills & Communication Skills	Mr. Narotham Reddy & Mr. Mani Kunar, SOHAM Consultants, Hyderabad	352 Students from IV B.Tech.
8.	1 <sup>st</sup> October, 2009	Quantitative Analysis & Verbal Ability	Mr. Bhaskar karampudi and Mrs. Sridevi from SUCCESS KEY, Hyderabad	201 Students from IV B.Tech. & II MCA
9.	2 <sup>nd</sup> October, 2009	Six Secret Steps to Success, Memory Management and Interview Basics	Mr.Md. Shakir, Vijayawada	73 Students from II & III B.Tech. & II MCA