

VALUE ADDED COURSE

Academic Session : 2024-2025



**CERTIFICATE COURSE IN
LIFE SKILLS & PERSONALITY DEVELOPMENT**

About the Course

The Life Skills & Personality Development course focuses on enhancing students' communication skills, instilling social etiquette, and promoting self-management. It aims to build confidence, encourage teamwork, and contribute to the holistic growth of students' personalities. The course equips students with the tools to navigate social and professional environments with poise and effectiveness. Through interactive sessions and practical exercises, students learn essential life skills, such as effective communication, emotional intelligence, problem-solving, and decision-making. The course fosters self-awareness, resilience, and adaptability, empowering students to develop a positive attitude and form meaningful relationships. Ultimately, this program prepares students to face life's challenges with confidence and grace, contributing to their overall personal and professional success.

Learning Outcome

- After completion of the course, students will be able to:
- Ability to master non-verbal and verbal communication for improved interpersonal relationship.
 - Proficiency in emotional Intelligence.
 - Ability to learn effective time management techniques for increased productivity.
 - Capability to adapt to stress.
 - Learn techniques to handle criticism and rejection constructively.

Timing : 01.30 PM - 02.30 PM (Monday & Tuesday)
12.30 PM - 01.30 PM (Monday & Tuesday)

Duration : 30 hours

Resource Person :
Ms. Aparna Vats
Ms. Shreya Chauhan

Entry Date :
16-08-2024 to 24-08-2024

Note

- Interested students can report in the office of HoD BBA up to the closing hrs of 24/8/2024, by 5:00 pm.
- The course classes will be scheduled w.e.f 27/08/2024.
- 75% attendance is mandatory to get the certificates.
- Assessment will be held on the basis of viva voce and written/practical examination.

Module

- Communication Basics (6 Hours)
- Team Spirit : Exercises (6 Hours)
- Confidence and Personality : Exercises (6 Hours)
- Personality Development (6 Hours)

For any queries related the VAC certification course, Please feel free to contact
VAC Coordinator : Dr. Pragati (9599542262)

<https://mail.google.com/mail/u/0/#inbox/QgrcJHrhxnwITIRNIGjQcIMzKqTxTdqlPL?projector=1&messagePartId=0.2>