

Semester - I

Sl	Learning Outcome	Session Name	Key Concepts	Feedback on	Duration
1	To know the current strengths/ Weaknesses of all students	Pre-Training Assessment -	Psychometric Test for Mapping Personality Extempore Speech	- Effectiveness of communication	1
2A	To understand the meaning of the term Personality Development and its importance in our life	Personality Development	What is Personality Development Types of Need for Personality	- Tone - Pace - Pitch - Volume - Intensity - Clarity of Thought - Content & Structure	1
2B	To understand the meaning of the term Personality Development and its importance in our life	First Impressions	What are first impressions? How to create a positive Impression? Components	- Communication of ideas/thoughts - Creative expression - Fillers/fog horns - Word usage	
2C	To understand the meaning of the term Personality Development and its importance in our life	Activity	Conduct an activity to decipher each others personality. (groups of 5-6 each)	- Facial expressions - Hands & postures - Eye contact	
3A	To be able to map the various Strengths and weaknesses Understand Swot Analysis	SWOT	What is SWOT Analysis? Weaknesses Threats Plan Strengths Opportunities Create an Action	- Setting - Mood - Sequencing	1
3B	To be able to map the various Strengths and weaknesses Understand Swot Analysis	Identify your and Partners SWOT - Activity	(Pair Activity) strengths and Weaknesses and then ask the partner to identify it and crosscheck the moment of truth First Identify own	- Listening - Empathising - Politely disagreeing - Presenting opinions	
3C	To understand the meaning of the term Rational Thinking and its importance in our life in each arena	Rational Thinking or Rationality	Definition Rationality How to apply Rational Thinking Benefits Need for		
4A	To understand the meaning of the term Attitude and the types of Attitude	Attitude	What is Perception? Inference Attitude Types of Attitude Attitude form? Aid Building and Strengthening Attitude The ladder of Perception in relation to What is Attitude? How does Factors that		1
5A	To understand the difference between learning and knowledge and its impact on our lifetime	Learning and Knowledge	Definition VAK Model Personality Ways to Acquire Knowledge Quotient Beginning and end Contributions to Benefits Intelligence Emotional Quotient (Overview)		1


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5B	To understand the difference between learning and knowledge and its impact on our lifetime	Know your learning Style -Activity	Quiz on Learning Styles (Pair Activity)	1
6A	To understand the difference Patience and Persistence and the transformation it can bring to your life	Persistence and Patience	Definition (Give examples and ask Students what is the common stream in the examples) Discuss why you need these traits Six Ways to Develop Persistence	1
7A	To understand the difference between Motivation and Inspiration and why we need it almost daily.	Motivation and Inspiration	What is Motivation? (Discuss with Students) What is Inspiration? Theory of Needs of Motivators Model Attitude of Gratitude Maslows Types Motivating Others Self-Motivation	1
7B	To understand the difference between Motivation and Inspiration and why we need it almost daily.	Activity	Create a Gratitude Journal - Start with Practice	
8A	To understand the emotional Intelligence	Emotional Intelligence	Definition (Recap from the last time it was discussed) Categories of Emotional Intelligence Branches of Emotional Intelligence Blocks of Emotional Intelligence Four	1
9A	To understand Anger Management as well as Stress Management, and to find ways to be able to control it	Anger Management	Discuss Anger and why do we get angry. Define Anger Discuss Impact of anger on all our lives specifically professionally Strategies to Manage Anger and Impulse Control Discipline Sources of Stress Stress Ways of Dealing with Stress Positive and Negative Strategies to effectively manage Stress	1
9B	To understand Anger Management as well as Stress Management, and to find ways to be able to control it	Activity	Meditation Exercise	

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10	Mid Training Assessment	Mid Training Assessment	To understand the perception for all students and comprehension Written as well as Oral (Time depending on Batch Size)	1	
11A	To understand communication and the importance of Body language as a strong component in Communication	Communication Empathy and Sympathy	Body Language Communication Cycle Importance of Grooming as Communication Body Language - Body Language - Kinesics Regulators	3 V's Body Different Factors of Proxemics Adaptors	1
11B	To understand communication and the importance of Body language as a strong component in Communication	Activity	(Group Activity) examples of signs and ask others to decipher	Give Various	
12A	To understand GOALS and why we need them in our lives	Goal Achieving Personality	Goals Versus Dreams And Wishes and Benefits Goals (SMART)	Applications Setting and Achieving Blocks to Goal Achievement	1
12B	To understand GOALS and why we need them in our lives	Activity	Set Goals for 3 months, 1 year and 5 years (Group Activity)		
13A	To understand time management and how to manage time	Time Management	Discuss Time Management, ask Students how do they "spend" their time Value of Time Manage Time or Activities Coveys Matrix Blocks to Time Management Improving Time Management		1
13B	To understand time management and how to manage time	Speaking practice through workplace scenarios	Scenarios will be given by the Trainer		
14A	To understand LEADERSHIP, and identify differences between Boss and a Leader	Leadership	Who is a Leader between Boss and a Leader Traits of a Leader Important? Leadership Styles	Difference Why is Leadership Leadership Qualities	1

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14B	To understand LEADERSHIP, and identify differences between Boss and a Leader.	News Paper Activity	They will explain the following: What do they know about the history of that particular situation. What does the newspaper suggest? Does the reader agree or disagree with the situation and to give reasons.		
15A	To understand Interpersonal Behaviour and why do we need it.	Interpersonal Relationships	Discuss Interpersonal Behaviour Window people magnet	Johari How to become a	1
15B	To understand Interpersonal Behaviour and why do we need it.	Activities	Identify your own and others Johari Window		
16	To understand Grammar and its importance in our lives.	Grammar	Discuss Parts of Speech THE Various Part of Speech	Brainstorm all	1
17A	To understand Group Discussion and the difference between Group Discussion and Debates	Group Discussion - Basic & Advanced Mock GD	What is Group Discussion - Discuss Debates and Debates	What are Difference between GD Body Language during the GD	1
17B	To understand Group Discussion and the difference between Group Discussion and Debates.	MOCK GD	The trainer will give the groups topics to present - Current Topics Present	Preparation and	
18A	To understand Word Stress and Modulation	Word Stress and Modulation	What is word stress? Understanding word stress Understanding Modulation Practising word stress and modulation		1
18B	To understand Word Stress and Modulation	Activities	Extempore Topics kept in mind : Fluency, Grammatical Errors, Knowledge about the Topic.	Things to be	
19A	To understand Consonant and Vowels and the Speech Tree	Consonant and Vowel and the Speech Tree	Alphabet Vowels form Speech Diction	Consonants How do we Factors to improve	1
19B	To understand Consonant and Vowels and the Speech Tree	Newspaper-based Activities	Give them topics and ask them to read diction	Focus on Passages on SOS basis	

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20A	To understand how to present Self an amalgamation of previous modules	Presentation Skills	Grooming and Appearance Talking About Yourself Strengths and Weaknesses Why Should You Be Hired	1
20B	To understand how to present Self an amalgamation of previous modules	Oral Presentation	Each Student will present himself as if in an Interview Things to watch out for Individuality Expression Not Canned	1
21A	To understand the Telephone Etiquette	Telephone Etiquette Professional Etiquette	What is Telephone Etiquette demanded by Professional Etiquette What is	1
21B	To understand the Telephone Etiquette	Role Play	Mock Presentations on Telephone Etiquette and Professional Etiquette	1
22A	To understand Interviews and types of Interviews	Interview Skills	Types of Interviews before an interview and after an interview Body Language to be Kept in mind Things to do Things to be done during Types of Questions	1
22B	To understand HOW TO EXCEL AT ANY INTERVIEW	Role Play	Panel Interview Interviews Interviewers (Role Play) Mock Types of	1
23	How to perform at an Interview	Mock Interviews	Mock Interviews for the entire Class	1
24		Post-Training Assessment		1
Total Duration (hours) of Classroom Interaction				24

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