



# POORNIMA

## COLLEGE OF ENGINEERING

Promoted by Shanti Education Society, Affiliated to Rajasthan Technical University & Approved by AICTE

### A Report on

### “SOFT SKILL FOR CORPORATE WORLD”

**NAME OF ACTIVITY:** Soft Skill for Corporate World

**DATE & DURATION:** 8th February, 2022 & 2 hrs.

**TYPE OF ACTIVITY:** Extra-Curriculum Activity/ In House

**ORGANIZED BY:** Computer Engineering Department/In House Activity

#### **LEARNING OUTCOMES:**

CO1: Soft skills characterize how a person interacts in office.

CO2: Interaction in business meeting.

#### **MAPPING WITH PO AND PSO:**

CO/ PO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	-	-	-	-	-	3	-	-	-	-	-	-	-	-	-
CO2	-	-	-	-	-	-	3	-	-	-	-	-	-	-	-

#### **ASSESSMENT TOOLS:**

- Verbally questioning and answering to the participants

## **DETAILS OF ACTIVITY:**

The Department of Computer Engineering, Poornima College of Engineering, Jaipur organized a Session on “**Soft Skills for Corporate World**” 8th February, 2022.

## **OBJECTIVE:**

Main objective of soft skills for corporate world focuses on learning the important skill sets that helps you effectively and efficiently communicate your ideas and messages in simple ways and also on time. Understanding these soft skills related techniques for communication is valuable both for your personal development and for your professional career development.

## **EXPERT SESSION CONTENT:**

- Introduction to soft skills.
- Communication Skills.
- Personality Development and Communication Skills
- Practical Application of Communication Skills

## **EXPECTED OUTCOMES:**

- Definition of Communication
- Top Communication Skills and Attributes
- Four Skills of Language – Listen, Speak, Read, Write
- Definition of Personality and Personality Development
- Key Elements, Characteristics of Personality
- Importance and Role of Personality Development
- Personality Development and Communication Skills Example Application of Communication Skills - Group, Presentations, Meetings, Managing etc.

## **RESOURCE PERSON:**

Ms. Barkha Narang, Assistant Professor, Department of Computer Engineering

## **SUMMARY:**

Date: 8th February, 2022

Time: 09:00 AM to 11:00 AM

Expert Person: Ms. Barkha Narang, Assistant Professor, Department of Computer Engineering.

Venue: CG-05

Targeted Audience: II- Year Students

No. of Participant: 104

## **Q-Sheet:**

### **A SESSION ON “SOFT SKILLS FOR CORPORATE WORLD”**

**Date:** 8th February, 2022

**Time:** 9:00 AM-11:00 AM

**Venue:** CG-05

## **Q-Sheet**

S. No	Activity	Duration	Time
1.	Welcome By Ms. Ayushi Gupta, Second year student	05 Min	09:00AM - 09:05AM
2.	Session by Ms. Barkha Narang, Assistant Professor, Department of Computer Engineering	110 Min	09:05AM - 10:55AM
3.	Vote of Thanks by Mrs Archana Soni, Assistant Professor, CSE, Poornima College Of Engineering, Jaipur	05 Min	10:55AM - 11:00AM

## **GLIMPSES:**



## LIST OF THE PARTICIPANTS:

Poornima College of Engineering,Jaipur			
Department of CSE			
Students Attendance			
Session On “Soft Skills for Corporate World”			
S.No.	Reg. No.	Name Of Students	Class(Year wise)
1	PCE20CS001	AARADHAYA KHANDELWAL	II
2	PCE20CS002	AASHITA JAIN	II
3	PCE20CS003	ABHAY SINGH RATHORE	II
4	PCE20CS004	ABHILASHA CHAKRABERTY	II
5	PCE20CS005	ABHINAV ANAND	II
6	PCE20CS035	AVINASH DUBEY	II
7	PCE20CS036	AYUSH BALUNI	II
8	PCE20CS037	AYUSH JAIN	II
9	PCE20CS038	AYUSH SINGHAL	II
10	PCE20CS039	AYUSHI GUPTA	II
11	PCE20CS040	BHARTI GUPTA	II
12	PCE20CS041	BHAVIT CHAUDHARY	II
13	PCE20CS042	BHAVYA AGARWAL	II

**Poornima College of Engineering-Activity Report**

14	PCE20CS043	BHAVYA LOHAMI	II
15	PCE20CS044	CHAITANYA KHURANA	II
16	PCE20CS045	CHETAN SHARMA	II
17	PCE20CS046	DAKSH KARDAM	II
18	PCE20CS047	DEEPAK DAYMA	II
19	PCE20CS049	DEEPAK KUMAR TIWARI	II
20	PCE20CS050	DEV SONI	II
21	PCE20CS051	DEVENDRA SINGH RAO	II
22	PCE20CS052	DEVESH SHARMA	II
23	PCE20CS053	DHRUV GAUR	II
24	PCE20CS151	RAHUL ARORA	II
25	PCE20CS152	RAHUL KHANDELWAL	II
26	PCE20CS153	RAJ SINGH NARUKA	II
27	PCE20CS154	RISHABH DEORA	II
28	PCE20CS155	RISHABH JAIN	II
29	PCE20CS156	RISHAV VERMA	II
30	PCE20CS157	RISHITA ALORIA	II
31	PCE20CS158	RITIK SHARMA	II
32	PCE20CS159	RITU SHARMA	II
33	PCE20CS160	ROHIT AGARWAL	II
34	PCE20CS161	SACHIN YADAV	II
35	PCE20CS162	SAHIL TANK	II
36	PCE20CS163	SALONI AGRAWAL	II
37	PCE20CS164	SANDEEP SAINI	II
38	PCE20CS165	SANJIVANI SHARMA	II
39	PCE20CS166	SANSKAR SHARMA	II
40	PCE20CS167	SARTHAK BHARDWAJ	II
41	PCE20CS168	SATYAM SHANDILYA	II
42	PCE20CS169	SAUMYA GUPTA	II
43	PCE20CS170	SAURABH FAUZDAR	II
44	PCE20CS171	SEJAL JAIN	II
45	PCE20CS172	SHASHANK SINGH	II
46	PCE20CS173	SHITANSHU GOYAL	II
47	PCE20CS174	SHIVAM KHANDELWAL	II
48	PCE20CS175	SHIVAM KUMAR	II
49	PCE20CS176	SHIVAM PATIL	II
50	PCE20CS177	SHIVIN GUPTA	II
51	PCE20CS178	SHIWANG GUPTA	II
52	PCE20CS179	SHRISHTI AGARWAL	II
53	PCE20CS180	SHUBHAM PRAJAPATI	II
54	PCE20CS181	SIDDHARTH KOTHARI	II
55	PCE20CS182	SIDESH SAINI	II
56	PCE20CS183	SILKY SHARMA	II
57	PCE20CS184	SURAJ KUMAR	II
58	PCE20CS185	TANU AGARWAL	II
59	PCE20CS186	TANYA ARORA	II
60	PCE20CS187	TRIPTI AGRAWAL	II
61	PCE20CS188	TRIPTI SOMANI	II
62	PCE20CS189	TUSHAR SHARMA	II

63	PCE20CS190	TUSHAR VAISHNAV	II
64	PCE20CS191	UTKARSH KAUSHIK	II
65	PCE20CS192	VIKRAM JANGIR	II
66	PCE20CS193	VISHAL AGARWAL	II
67	PCE20CS194	VISHAL AGRAWAL	II
68	PCE20CS195	VISHAL ARYA	II
69	PCE20CS196	VIVEK KUMAR	II
70	PCE20CS197	YAGYANSH JAISWAL	II
71	PCE20CS198	YAKSHITA SHARMA	II
72	PCE20CS199	YASH KHANDELWAL	II
73	PCE20CS200	YASH TRIPATHI	II
74	PCE20CS201	YASH VARDHAN SINGH PANWAR	II
75	PCE20CS202	YATIKA BOCHIWAL	II
76	PCE20CS203	ASHISH KUMAR PRAJAPATI	II
77	PCE20CS204	CHANDAN JANGIR	II
78	PCE20CS205	GARVIT MATHUR	II
79	PCE20CS206	NARENDRA KUMAWAT	II
80	PCE20CS207	SIDDHARTH TALESARA	II
81	PCE20CS208	SHARMA CHETAN RAMKISHOR	II
82	PCE20CS209	MS TARANA BAGOTIA	II
83	PCE20CS210	KHUSHI AGARWAL	II
84	PCE20CS211	SIBGHAT ALI KHAN	II
85	PCE20CS212	ANKIT KUMAR	II
86	PCE20CS300	AYUSH JOSHI	II
87	PCE20CS301	ISHANT KUSHWAH	II
88	PCE20CS701	SUBANSHIKA	II
89	PCE20CS705	RAMESHBER GOSWAMI	II
90	PCE20CS709	SHIVALI SHARMA	II
91	PCE21CS800	DURGESH KUMAR YADAV	II
92	PCE21CS801	KOMAL KUMARI	II
93	PCE21CS802	PRADHUMAN SINGH RATHORE	II
94	PCE21CS804	SHIVANGI DUBEY	II
95	PCE21CS806	AKHILESH SAINI	II
96	PCE21CS807	DIWAKAR JANGID	II
97	PCE21CS808	SOHAIB NASIR	II
98	PCE21CS809	ANIRUDH KUMAR	II
99	PCE21CS810	SAJAL KUMAR	II
100	PCE21CS811	PARUL MEHRA	II
101	PCE21CS812	ASHRAF ABDULLAH	II
102	PCE21CS813	RINKU SAINI	II
103	PCE20CS001	AARADHAYA KHANDELWAL	II
104	PCE20CS002	AASHITA JAIN	II

### **FEEDBACK / ATTAINMENTS:**

The overall feedback from the students was excellent. Participants has given positive remarks



about session and wanted to have such more session on “**Soft Skills for Corporate World**”.

## **FEEDBACK ANALYSIS:**

Content of the workshop is rated as:

- a) Excellent by 76.67% of participants
- b) Good by 20.25% of participants
- c) 0.62% say needs improvement
- d) 2.47%not responded

Presentation of the workshop is rated as:

- a) Excellent by 77.78% of participants
- b) Good by 22.22% of participants

Management/ Administration of the workshop is rated as:

- a) Excellent by 67.59% of participants
- b) Good by 28.7% of participants
- c) 3.7% say need improvement

Overall Workshop is rated as:

- a) Excellent by 69.26% of participants
- b) Good by 30.74% of participants

How could this workshop be improved?

1. Focus should be on basic than advanced level.
2. Performance and effectiveness can be improved by giving more time for practice sessions and to implement concepts.

Any other comments / suggestions

1. We would like to have such more workshops in future
2. Language fundamental can be enhanced in effective manner.