



Chhatrapati Shahu Ji Maharaj University, Kanpur
Uttar Pradesh State University (Formerly Kanpur University, Kanpur)



SCHOOL OF BUSINESS MANAGEMENT

COURSE NAME: "SOFT SKILLS"

STARTING DATE : 21 JUNE 2021 TO 25 JUNE 2021 (ONLINE MODE)
(6 HOURS EACH DAY)

PROF. ANSHU YADAV

(DIRECTOR OF SBM)

Course Outcomes:

“SOFT SKILLS”

ABOUT THE COURSE

“Soft Skills” for the students of the university departments in order to inculcate human values and instill necessary personal and social skills to enrich the wellbeing of an individual and the society. The course provides an opportunity for the stakeholders to strengthen their capacities to meet the challenges of the present and future. The foundation of humanity is being aware of human values and duties of an individual. Knowing and managing one’s soft skills establish the basis for attaining the above said qualities. Hence, this course facilitates to build the archetypes of a successful personality under all walks of life.

Course Outcome

On successful completion of the course, the students will be able to

Co1- Understand the significance of soft skills

Co2- Understand the uniqueness of skill sets that are necessary for success

Co3- Analyse the emotions of one’s own and other.

1ST DAY

Introduction: Definition, Advantages of Soft Skills, How to Gain Soft Skills.

2ND DAY

Life Skills: Attitude, Emotional Intelligence, Interpersonal Skills, Self-Development

3RD DAY

Communication Skills: Listening, Speaking, Reading, Writing, Presentation Skills.

4TH DAY Employability Skills: Interview Skills, Group Discussion.

5TH DAY

Corporate Skills: Leadership Qualities, Negotiation Skills, Time Management, Stress Management.

ATTENDANCE

NAME OF STUDENTS	21- Jun	22- Jun	23- Jun	24- Jun	25- Jun
AISHWARYA MISHRA	P	A	P	P	P
AKHYA SHUKLA	P	P	A	P	P
ALKA SACHAN	P	P	P	P	A
ANMOL PANDEY	P	A	P	P	P
HIMANSHI TIWARI	P	P	A	P	P
JAYA	P	P	P	P	P
KAJAL KATIYAR	P	P	P	P	P
KANIKA	P	A	P	A	P
KAVYA	P	P	A	P	A
PALAK MISHRA	P	P	A	A	P
PRAVEEN KUMAR SINGH	P	P	P	P	P
RISHI RAJ	P	P	P	P	P
RITIKA BAJPAI	P	P	P	P	A
ROHAN GUPTA	P	A	A	P	P


 INSTITUTE OF BUSINESS MANAGEMENT
 C.S.J.M. UNIVERSITY
 KANPUR

CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY,
KANPUR



CERTIFICATE OF PARTICIPATION

is presented to
ROHAN GUPTA

for his active participation in the value added course
on **“SOFT SKILLS”**
conducted from 21/06/2021 to 25/06/ 2021
organized by : School of Business Management


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Director &
Course Coordinator



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