

“CAREER ENHANCEMENT TRAINING PROGRAMME”

HIGHLIGHTS OF CLASSES DISCUSSED WITH THE STUDENTS:

- 1) Functional grammar, Parts of speech, Tenses
- 2) Error corrections, Spotting errors
- 3) Reading comprehension, Sentence rearrangement
- 4) Idioms phrases, Analogies, fill in the blanks with
- 5) Tenses, articles, conjunctions, words
- 6) Essay & Paragraph Writing skills
- 7) Resume Preparation skills
- 8) Communication skills and Group Discussion
- 9) Interview Skills & Interpersonal Skills
- 10) Career Counseling & Industrial Expectation
- 11) Conflict Resolution & Negotiation skills
- 12) Listening Skills
- 13) Presentation skills
- 14) Body Language & Etiquette
- 15) Time & Stress Management
- 16) Motivation & Attitude

CONDUCTED BY:

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CONDUCTED ON- 20-03-2019 & 22-03-2019

