

MADRAS SCHOOL OF SOCIAL WORK



U.G. DEPT. OF SOCIAL WORK (BSW) 2016-2019 BATCH

SOFT SKILL REPORT - II

**I - BSW
II – SEMESTER**

Date: 5/12/2016 & 3/01/2017 to 5/01/2017

Time: 1.30p.m to 6.30p.m



INTRODUCTION

Soft skills for first year students of social work were conducted on 3.01.2017 (Tuesday) from 1:30 pm to 6:30 pm. This session has been very useful to students to cope up with their life.

This session was conducted by **Mrs. Kavitha Dhanasekaran.** She is a certified NLP master trainer, psychologists & soft skills training consultant.

Soft skill training was mainly based on three topics

- Confidence building / Motivation / Goal setting / Belief system / self motivation
- Positive thinking / Problem solving / creativity
- Study habits / Techniques / Memory skills

The session had many activities, group discussion, and role play.

Day 1

The first day of soft skill training was started with goal setting .Then the members of the class room were asked to be separated into five groups & was assigned to give a name tag line 7 & logo for the group. Timings were also allotted. Five groups came out with different names. They were free thinkers, 7 kandan , blank bottles , Frisbees, U4S (United for Society), fire flies.



To build confidence in oneself she asked the students to replace their bad habit with good ones. She mentioned about the 5 WHY's that one should ask themselves. To make things more interesting she held a fun activity. It was a drawing activity in which a group selected a person to draw an image.

The leaders observed the image drawn by the trainer & then with the rest of the teammates including him were supposed to finish the drawing. The leader should not draw he should only instruct. In the end winning team was given points. Both winning & losing teams were questioned for their success & failure. The reasons told by the losing teams were instructions were not listened properly, pre assumption, lack of observation. On the other hand the winning team statement was that it was not as hard as they had thought it would be.

The whole point of this activity was to teach leadership qualities like problem solving, decision making,

Then a video was played by Graham Shaw which was about "Why people believe they can't draw & show to prove they can". The video actually meant, we people have beliefs which that we think couldn't be broken (for eg: I can't draw, sing). The video was all about breaking one's belief system.

DAY 2

On the second day, the session started with revising yesterday's learning. Second day again had an activity.

The teams were asked to pick up chits for their topic. The topics were books, diaries, shoes, T-shirts, bottles & bags. The whole idea was that the group were supposed to promote their topic which was the fourth step in the "four step approach". The four step approach consist of

- Ideate
- Design
- Brand
- Promote

Using this approach each group came up with different ideas on how to sell their product. They enacted the whole idea like an advertisement. The main concept of this activity was bringing out creativity from students. She also gave students some study tips like summarising a whole paragraph into pictures. So students can easily memorise a big paragraph.



A video clip was played at the end which depicted the life cycle of an eagle. The eagle had to undergo a very hard & painful stage to make it live for next thirty years, then why we humans could not put a little extra effort for a GOOD CHANGE.

DAY 3

Day 3 was all about study techniques, memory skills & presentation techniques. The trainer asked the teams to come up with a definition for creativity. According to trainer creativity means “Think out of the box”.

She then asked to teams to come up with important elements for a presentation. They were

- Body language
- Fluency
- Eye contact
- Using the techniques to make the presentation more understandable (PPT, flash cards)
- Dressing sense
- Loud voice
- Confidence
- Creativity
- Stage presence
- Continuity

Next the students were given another activity where they had to name an island, reason behind the name, features of island, rules & regulations and landmarks. They were asked to draw their island & to present them in class.



She then gave the students a few elements for a good presentation

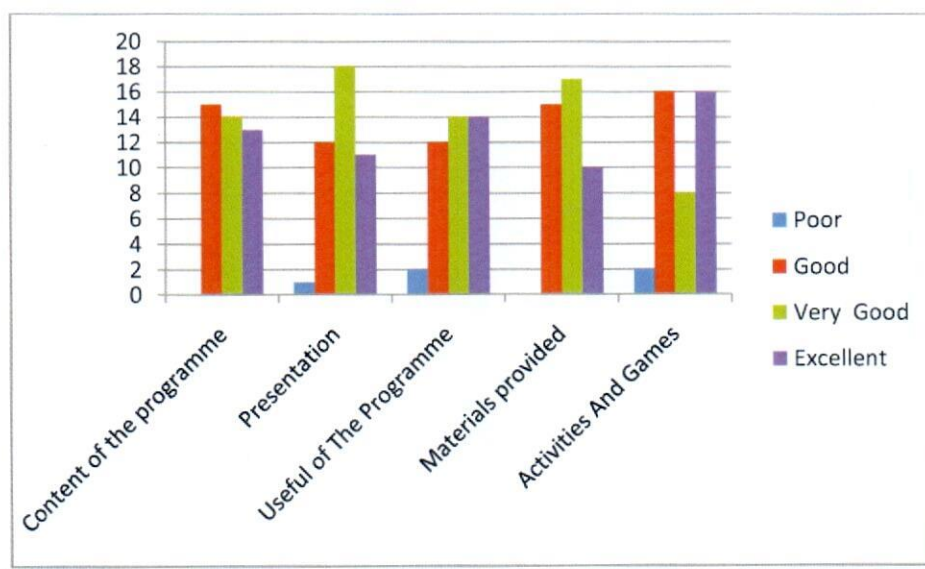
- Introduction
- Title of the speech
- Objective – Why you chose this topic
- Sub topics (mind mapping)

- Presentation timing
- Mention –questions will be clarified in the end

Then at the end a video was played depicting TEAM WORK between a goose birds. It conveyed a message of team building

Feedback

Three days soft skill training was more edutainment to the students. Soft skill trainer Mrs.Kavitha made the session more interesting & active. Her mode of communication was understandable by which students were perfect in completing the works. She also encouraged the students by giving small gifts. She made the class more active by giving points to each groups. The students were happy to have her as a soft skill trainer.



Conclusion

At the end of Soft skill training students filled up their empty bottles by innovative speech of Mrs.Kavitha. She gained motivation, positive thinking, and creativity and also thought about the habit of studying to all the students. Students learnt a lot from the soft skill training and also they said it was very helpful.

MADRAS SCHOOL OF SOCIAL WORK (AUTONOMOUS)
32, Casa Major Road, Egmore, Chennai-600008

Bachelor of Social Work

2016 Batch - Soft skill

Sl. No	Register No	Student Name	Status
1	BSW-16-01	ABINESH A	Completed
2	BSW-16-02	ABIRAMI R	Completed
3	BSW-16-03	ABOORVA J A	Completed
4	BSW-16-04	AKSHAY KUMARAN S	Completed
5	BSW-16-05	ALAGARSAMI A R	Completed
6	BSW-16-06	ALTHEA CIANE TERESA A	Completed
7	BSW-16-07	ANDREW JAI RAJ A	Completed
8	BSW-16-08	ARISHKUMAR T	Completed
9	BSW-16-09	BHAALASARASWATHI J	Completed
10	BSW-16-10	BHARATHRAJ G	Completed
11	BSW-16-11	DANIEL SAMUEL HUGGI	Completed
12	BSW-16-12	HARI SRIDHAR V	Completed
13	BSW-16-13	HARIPRIYA JAYAKUMAR	Completed
14	BSW-16-14	HEMANTH M	Completed
15	BSW-16-15	ISAAC ASHISH R	Completed
16	BSW-16-16	JACQUELINE CHRISTINA L	Completed
17	BSW-16-17	JALAKAILASH S	Completed
18	BSW-16-18	JOEL JEBAKUMAR ROBINSON V	Completed
19	BSW-16-19	JOSEPH RAJKUMAR P	Completed
20	BSW-16-20	KADAMBARI VENKATRAMAN	Completed
21	BSW-16-21	KARPAGAM N	Completed
22	BSW-16-22	KIRAN N J	Completed
23	BSW-16-23	LOGANAYAKI S	Completed
24	BSW-16-24	NIMISHA M M R	Completed
25	BSW-16-25	PAUL SOLOMON S	Completed
26	BSW-16-26	POONGKOTHAI T	Completed
27	BSW-16-27	PREETHI K	Completed
28	BSW-16-28	RAGHA M G	Completed
29	BSW-16-29	RAJESHWARI P	Completed
30	BSW-16-30	REVANTH K	Completed
31	BSW-16-31	ROSHINI S	Completed
32	BSW-16-32	SALOMI BENITA R	Completed
33	BSW-16-33	SANZAY KARTHICK S M	Completed
34	BSW-16-34	SINDHUKAVI K	Completed
35	BSW-16-35	SIVASURYAN P M	Completed
36	BSW-16-37	SUMATHY V	Completed

37	BSW-16-38	SURAJ JESUDHAN P	Completed
38	BSW-16-39	THILAK RAJ S	Completed
39	BSW-16-40	VAISHNAVE P H	Completed
40	BSW-16-41	VARSHA S	Completed
41	BSW-16-43	VIMALESH M	Completed
42	BSW-16-44	DHARSHIKA R	Completed

P. K. Vathani

P.K.VATHANI
Hod-Dept of BSW



Kavitha Damodharan

E-Mail: kavi.4479@gmail.com

Mobile: 91 9840944978

All power is within you, You can do anything and Everything, Believe in that.

Objective & About Myself

To inspire at least one human being everyday to make this world a better place to live in & to create a confident and empowered world around. My strength lies in my ability to deliver the inputs in a simple and easy-to-understand manner. I always believe that my job is not to preach or deliver a lecture but to change lives. I am highly enthusiastic, passionate and committed to my growth and growth of people around me.

Training Profile Summary

- IT and Training Professional with overall 15 years of Industry experience & 8 years of Soft skills training.
- Trained over 1000 + employees across IT/Retail/Hospital/Education/Services/Logistics sectors.
- Ability to work across the training cycle from Training Need Analysis, design, delivery and evaluation..

Training Sessions Conducted

- **Corporate / In-house training** - For Middle Management, Executives, Students, Teachers, Professors
- **Soft skills training** - For professionals, College staff, Corporates, Business Schools etc.
- **NLP, Psychometric Assessments, Behavioral Training , individual and Group Counseling**
- **HR and Operations Training** – MBA students and Corporates.
- **Placement Training** – For students (Covered all streams) on GDs, Resume Writing, Interview Preparation and Job-related skills.

Topics Handled

- Effective Communication Skills
- Work life Balance
- Inter Personal Behavioral Styles
- Student Psychology and Teachers Psychology and Counseling topics
- Train Your Brain –Memory workshop
- Holistic Wellness a
- Stress Management
- Leadership Skills
- NLP Based workshops
- Behavioral Training
- Business Communication
- Outbound experiential trainings
- NLP Practitioner course

Client List

• SRM University	• DGCT College Namakkal
• Hyundai Glovis	• Sona College of Technology, Salem
• IDBI Bank	• NTT DATA GDS Pvt Ltd
• KVG College Sulia	• BOSCH Bridge CSR Program
• Guest Lectures for Anna University	• Guest Lectures for SIET college
• KSR College Tiruchengode, Erode	• Guest Lectures for Madras University

If you can dream it, you can achieve it

Kavitha Damodharan

E-Mail: kavi.4479@gmail.com

Mobile: 91 9840944978

All power is within you, You can do anything and Everything, Believe in that.

CORE COMPETENCIES

Learning & Development

Client Management

Training & consulting

Process Management

HR& Operations

- ✓ Managing overall operations –Service Desk
- ✓ Client Management and Delivery Management
- ✓ Training and Quality Management
- ✓ HR Management and recruiting process for Service Desk
- ✓ Extensive experience in Campus recruitment, voice panel and complete recruitment process for the Service Desk
- ✓ Leading, mentoring & monitoring the performance of team members to ensure efficiency in process operations & meeting organisational goals.

Employment Details

COMPANY NAME	DESIGNATION	FROM	TO
Mind Masters Academy	CEO	May 2014	Current date
NTT Data GDS Pvt.Ltd.	Project Manager (Operations Service Desk)	Nov 2002	May 2014
DSQ Software	Technical Support Executive	Apr 2002	Nov 2002
Disha Direct-Citibank Associates	Customer Support Executive	Apr 2001	March 2002

Education Details

COURSE OF STUDY	INSTITUTION OF STUDY	EXAMINATION AUTHORITY	MONTH AND YEAR OF PASSING	% OF MARKS / CLASS
M.SC (Applied Psychology)	Annamalai University	Annamalai University	Dec 2017	64% First class
P.G Diploma in Parental Education	Annamalai University	Annamalai University	Jan 2018	62% First class
M.C.A	Bharathidasan Center for Distance Education	Bharathidasan University	Dec 2002	70% First class
B.Sc.(Mathematics)	M.O.P. Vaishnav College For Women	Madras University	Apr 1999	70% First class

If you can dream it, you can achieve it

Kavitha Damodharan

E-Mail: kavi.4479@gmail.com

Mobile: 91 9840944978

All power is within you, You can do anything and Everything, Believe in that.

HSC	St.Ursulas, Church Park Presentation Convent	State Board	Mar 1996	62% First class
AISLC	St.Williams Presentation Convent (Church Park)	Anglo Indian Board	April 1994	80% First class

Training & Certification

Course Details	Duration	
	From	To
Certified Master NLP Trainer & Coach (School of Excellence)	Apr 2014	Feb 2016
Train The Trainer (7Intelligence Training Company-BOSCH Bridge Program)	Aug 2014	Sep 2014
Experiential Training- Play to Win (Clinton Swaine)-Malaysia	May 2019	June 2019
Learning & Development - Middle Earth HR	Sep 2019	Oct 2019
HDI Support Center Manager (ThinkHDI-QAI)	Sep 2010	Nov 2010
PMP Trained (IIPM Institute-Chennai)	Jan 2012	Feb 2012
Voice and Neutral Accent(Global Training Solutions)	April 2002	April 2002
English Executive- Upper Intermediate Certified(British Council)	Aug 2010	Sep 2010
Star Club Leadership Certification program(NTT DATA)	Jan 2010	Dec 2011
Six Sigma Green belt Orientation program(NTT Data)	Sep 2010	Nov 2010

PERSONAL DETAILS

Date of Birth : 4th April 1979

Address : F-1, 9/8, Jupiter Enclave, Sterling Foundation, Karunanidhi 1st street, Kotturpuram, Chennai - 600 085

Passport No : G6603634 **Date of Issue:** 18.12.2007 **Date of Expiry:** 17.12.2017

Marital Status : Married

If you can dream it, you can achieve it