

Madras School of Social Work

PG Department of Social Work Aided

Soft Skills – II MSW (CD & MPSW)

DAY-1 -PROJECT CYCLE MANAGEMENT

Title of the Programme : Project Cycle Management

DATE: 08/02/2021

DAY: Monday

Resource Person: Mr. John Stanley & Mr. Nirmal

Total No of Students Attended : 24

The first day of soft skills session on “Project cycle Management” began at 8.40 with the students from Community development and Medical and psychiatry specializations. To begin the session, the resource person conducted an ice breaker to involve the students followed by which a small introduction was given by the students on their background and the passion that they had to choose social work as a career.

To make the session more interactive and participative, the trainer posted 3 questions to the students related to the day’s session which will cover the expectation of the student trainees from the trainer. The questions are:

- What you already know about Project Cycle Management?
- What do you want to know about Project Cycle Management?
- Expectations in general?

The student trainees were split into various groups and their expectations was written on the chart and pasted on board. After which the trainer explained all the expectations that was listed from the students and explained each point with his practical exposure.



Another activity was conducted on untying a thread. Then the student trainees were put into 4 different groups to carry out an activity where they have to construct using the resources which include Paper, Scissors and tape. They were also told the criteria for selection so that they are included while doing the activity. After the instructions, the students dispersed for break.

The second session began at 11.45 am and 30-minutes time was given for the teams to finish the activity where one person in each team will be documenting the work and submitting it to the trainer. The main aim of the activity was to apply those that was learned in the previous session. After the completion of the activity the teams were evaluated.





Following which the actual process involved in the Project cycle Management was taught with few interesting activities in between to engage the student trainees so that they make the best use of it.

The Project Cycle Management Process includes

- Project Initiation (Pre-planning)

It includes Feasibility Assessment and analysing the scope of the Project by involving the stakeholders at all levels and getting their feedback to carry out the essential process.

- Project Planning

This is one of the important process where the proper planning needed to carry out the project will be done. The processes involved are

- Delegation of Work
- Planning involving the team
- Time Scheduling
- Resource Planning
- Looking for Alternatives
- Orientation to Staff
- Documentation

- Project Execution
- Evaluation

Each step involved where related with the Bridge Activity which helped the student trainee to conceptualize and have a better understanding of the topic. At the end of the session one small action song was taught where the student trainees actively participated. To conclude the session, Ms. Arya V from CD specialization proposed the Vote of thanks and a group picture was clicked along with the Trainee.



Student Completed List

Sl. No	Register No	Student Name	Attended
1	1915772091025	AGILA D	Present
2	1915772091026	ANGELA DANIEL	Present
3	1915772091027	ARYA V	Present
4	1915772091028	CHRIS NIRMAL A	Present
5	1915772091029	DHARANIDHARAN D	Present
6	1915772091030	JEENA JONES	Present
7	1915772091031	MADHUMITHAA R	Present
8	1915772091032	NIDHIN BABU	Present
9	1915772091034	RAMYA M	Present
10	1915772091035	SANZAY KARTHICK S M	Present
11	1915772091037	SWECHCHA GANAPATI	Present
12	1915772091038	VANMATHI R	Present
13	1915772091039	VISHNU K	Present
14	1915772091040	AKHIL KUMAR PANDULA	Present
15	1915772091041	ANCY BABU	Present
16	1915772091042	CIJU SILPA B P	Present
17	1915772091043	HEMALATHA P S	Present
18	1915772091044	JITHIN KRISHNA	Present
19	1915772091045	LOGANAYAKI S	Present
20	1915772091046	PAUL SOLOMON S	Present
21	1915772091047	POONGKOTHAI T	Present

22	1915772091048	RAZIA K J	Present
23	1915772091049	SANGEETHA JILLIAN B	Present
24	1915772091050	JAYALAKSHMI.M	Present

J. Jayalaxmi

