



## KASIREDDY NARAYANREDDY COLLEGE OF ENGINEERING & RESEARCH.

(Approved by AICTE & Affiliated to JNTUH)

Abdullapur (V), Abdullapurmet (M), R.R Dist, 501505, Telangana, INDIA.

Email : [principal@knrcer.ac.in](mailto:principal@knrcer.ac.in) ; website: [www.knrcer.ac.in](http://www.knrcer.ac.in)

Date: 23-09-2021

### CIRCULAR

Subject: Soft Skills-Program-Reg

It is hereby informed that all the HODS of KNRR B.Tech and MBA our college is conducting soft skills program from 27-09-2021 TO 09-10-2021 to 3<sup>rd</sup> and 4<sup>th</sup> Years students of B.Tech and MBA 2<sup>nd</sup> years, all of you attend without fail.

#### About Training

- ❖ Verbal and Communication English, Review on Technical Skills.
- ❖ Listening and Resume Building Skills
- ❖ Group Discussion and Interview ,Company Specific Training
- ❖ Preparation Skills and Positive attitude.

#### Program Schedule:

S.No.	Department	Venue	Timings
1	CSE&MECH	Seminar Hall-I	09:30am TO 11:30am
2	CIVIL&ECE	Seminar Hall-I	11:30am TO 01:30pm
3	EEE&MBA	Seminar Hall-I	02:00pm TO 04:00pm

Copy to

- 1.) Vice Principal
- 2.) All HOD'S
- 3.) O.S (Copy a file in secretary file).

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OF ENGINEERING AND RESEARCH  
Abdullapur (V), Hayathnagar (M),  
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Date:09-10-2021

### PROGRAM REPORT

Name of the Program: Soft Skills

Date: 27-09-2021 TO 09-10-2021

Timings: 09:30am To 04:00pm

Resource Person: Mrs.Bodige Bhargavi

Contact Details: 9154252590

Number of Participants:725


Kasireddy Narayanreddy College of Engineering and Research provide a good communication skills and soft skills for the students to become a professional student.

#### Topics Covered:

- ❖ Verbal and Communication English, Review on Technical Skills.
- ❖ Listening and Resume Building Skills
- ❖ Group Discussion and Interview ,Company Specific Training
- ❖ Preparation Skills and Positive attitude.
- ❖ E-Mail Writing.

All the students actively participated in Soft Skills Program. The outcomes of the program was the students are able to understand the writing professionals, E-Mail writing able to pronounce words correctly and improved listening skills.

In the present worlds scenario soft skills play a vital role students were explained how to inculcate listening skills, which are the first and foremost skills which help them in nurturing while in higher education and also how to develop positive attitude with friends and teachers. it develops positive energy, enthusiasm, self-confidence and patience which help them in becoming a perfect student. Students were encouraged to develop leadership qualities which enhance their decision making skills. Decision making helps in being independent and lays a strong foundation to evolve into a leader. This session covered various skills like Intra personal skills that help in understanding them self their thought process, their intelligence and mould them in better way. Inter personal skills which help in understanding others emotions and thoughts which plays a crucial role in getting involved into team work. Team work helps in bringing up the quality of unity and also reduces the complexity of task.

  
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## About the Institution

Founded in 2008, Kasireddy Narayanreddy College of

Engineering & Research is one of states most distinguished colleges. It has a student strength of more than 3,000 and a large and vibrant team of faculty. Hope you will find your career preferences to twinset your academic interests, and social and leisure activities that will subsidize to your overall welfare, gratification and individual development. Our campus is a 70 acre stretch of land with hillocks on one side and plain area on the other three sides. The students are provided with plenty of opportunities to develop their individual talents and abilities and to aspire for excellence in academic and personality development. We believe in engender and promulgate knowledge and talent in core and frontier disciplines through innovative education programs, research, industrial training and consultancy and developing a new cadre of proficient citizens with a high level of competence, profound sense of social commitment and moral ethics.

RESOURCE PERSON: MRS. BODIGE BHARGAVI  
CONTACT DETAILS: 9154252590



Hush

## SOFT SKILLS



Topics Covered:

Verbal and Communication English,

Review on Technical Skills.

Listening and Resume Building Skills

Group Discussion and Interview

Company Specific Training

Preparation Skills and Positive

attitude.

Soft skills can also be thought of as people skills. These can include good communication and interpersonal skills, leadership, problem solving, your work ethic, time management, and teamwork. These are characteristics that can be carried over to any position

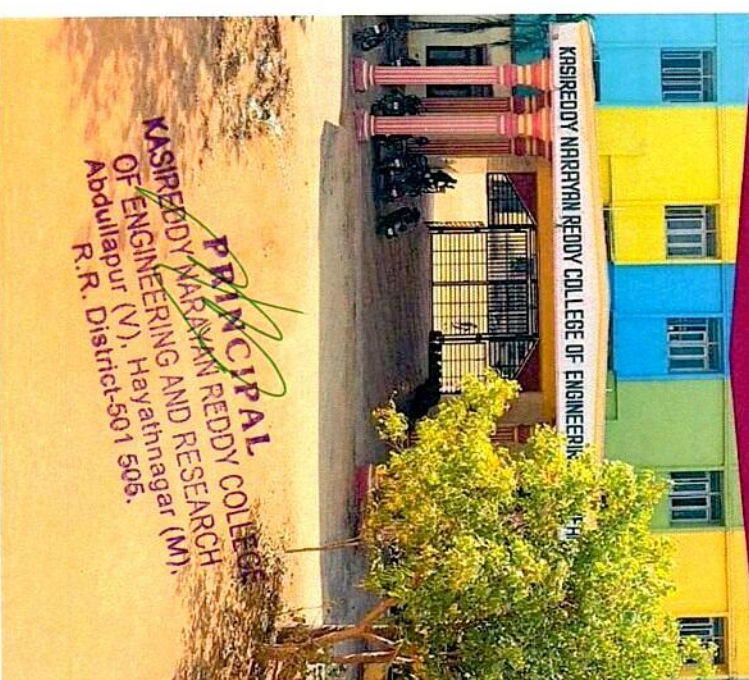


SOFT SKILLS-PROGRAM

ON

27-09-2021 TO 09-10-2021

Kasireddy Narayan Reddy College  
of Engineering & Research



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