

**SREE CHAITANYA COLLEGE OF ENGINEERING, KARIMNAGAR
DEPARTMENT OF MECHANICAL ENGINEERING**

Report: **ONE DAY WORKSHOP ON SOFTSKILLS**

Even Objective: Department of Mechanical Engineering Conducted one day workshop on softskills

Date of Event: 03.10.2018

Officials Attended for the Event: Dr.Ch.Shashikanth(HOD-Mech) .

Resource Person: RAM MANOJ ,PROFESSOR OF PRACTICE ,TASK

Event Report: On 03.10.2018, **ONE DAY WORKSHOP ON SOFTSKILLS** was organized by Department Of Mechanical Engineering "

The event commenced by the arrival of RAM MANOJ Professor of practice and Dr.Ch.Shashikanth(Hod- Mech).

Resource Person: RAM MANOJ discussed that the term Soft Skills refers to a cluster of personality traits such as, effective communication, leadership, team playing, time management, emotional intelligence, motivation, positive attitude, problem solving, decision making, negotiation, conflict management, empathy, adaptability, etc., that play a crucial role in students' personal, academic and professional lives. Though the term is relatively new, the skills encompassed in it are not. It stands as a contrast to another term Hard Skills preferring to the technical skills of students. In other words, hard skills include the subject knowledge and skills of the students of engineering. For instance, students of mechanical engineering are expected to acquire adequate knowledge in various areas such as fluid mechanics, design, acoustics, etc., of this discipline. Such domain knowledge will be different for different engineering disciplines.

However, irrespective of the disciplines of engineering they pursue, all students need to acquire, develop and practice soft skills in order to succeed in their academic and professional life. 20 Firm handshakes, warm smiles, cheerful disposition, infectious enthusiasm, meticulous time management, robust optimism, clear thinking, courteous behavior, influential team playing, impeccable English, effective communication - all are essential ingredients of students' academic and professional success and would enable them to develop and sustain enduring

relationships. These attributes and other similar qualities put together can be grouped under one umbrella term called Soft Skills

Defined by many scholars, soft skills generally include personal, social, communication and self-management behaviors. “Soft skills cover a wide spectrum of abilities and traits: being self-aware, trust worthiness, conscientiousness, adaptability, critical thinking, attitude, initiative, empathy, confidence, integrity, self-control, organizational awareness, likability, influencing, risk taking, problem solving, leadership, time management and then some

Types of Job-specific Soft Skills Depending upon the job descriptions, MNCs look for a combination of skills from the graduating students they wish to hire. Here is a list of the most desirable soft skills that HR Heads of various companies look for:

1. Interpersonal skills such as communication , presentation skills, listening skills .
2. Positive and can-do attitude towards job/work given.
3. Passion to learn NEW things in the workplace
4. Problem solving ability and decision making
5. Honesty and integrity
6. Good time management and stress management (varies from work to work)
7. Good team playing skills

Co-ordinator

HOD –MECH

Principal

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NOTICE

This is to inform you that there is will be **“ONE DAY WORKSHOP ON SOFTSKILLS ”**:- Skills required not only to gain employment but also to progress within an enterprise so as to achieve one’s potential and contribute successfully to enterprise strategic directions. Besides their technical skills, the job seekers are required to possess a range of other skills together known as Soft Skills in order to ace their interviews and also to progress in their professional life once they are employed

On 03.10.2018 Wednesday (One Day)

Resource Person: RAM MANOJ ,PROFESSOR OF PRACTICE ,TASK

SCHEDULE:

The Workshop On Softskills will be organized in SEMINAR HALL, and have 2 sessions for one day.

10.00 am-1.30 pm SESSION-1(Theory Session)

2.00pm- 4.30 pm SESSION-2(Practical’s on Communications)

CO-ORDINATOR

HOD MECH

Copy to:

- 1.Principal office for kind information
- 2.Admin officer for kind information
- 3.Dr.Ch.Shashikanth, MECH Department
- 4.MECH Notice Board.



PARTICIPANTS OF SOFT SKILLS



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Submitted by:
T.VINAY Co-ordinator,MECH.Dept
Sign:

Dr.CH. SHASHIKANTH HOD ,ME
Sign:

Submitted to:
Principal