

**Avinashilingam Institute for Home Science and Higher Education for Women,
Coimbatore- 641043.**

**ANNUAL REPORT OF THE SKILL BASED COURSES
FOR THE ACADEMIC YEAR 2016-17**

INTRODUCTION:

The Skill Based Courses (Communication/Soft Skills) is being conducted for all the UG students during their IV & V semesters. The Skill Based Courses is categorized under the Part –IV component of the Undergraduate scheme. The students who score below 55% on calculation of their average score in English upto semester III were offered Communication Skills, whereas as those who scored above 55% were offered Soft Skills.

Communication Skills Training was outsourced to M/s. Silver Tongue Pvt. Ltd, Coimbatore and Soft Skills training to M/s. Launchpad LLC Pvt. Ltd. Chennai.

COURSE MODULE:

COMMUNICATION SKILLS

The various modules of the Communication Skills Training programme that focuses on oral fluency and aural competency development include:

- Creative thinking
- Comprehensive skills
- Oral practice
- Vocabulary enrichment
- Dramatization

In addition to the above, two special modules (one for each semester) is designed for the Hands on training in Cambridge English ESOL software facilitated through Hi- Class classroom management software version 4.2, to be held in the Communication Skills Centre.

SOFT SKILLS

The modules of the Soft Skill training programme that focuses on all round development of the students include:

- Verbal & Non-verbal communication
- Leadership & Team-building
- Negotiation Skills
- Emotional Intelligence Skills
- Etiquette

Besides, special attention is given to the Interview skills of the students in order to facilitate placements.

TRAINEES:

The students who were trained during 2016-17 were all the UG students of the **2014 batch** pursuing their III yr-5th semester.

The no. of students who completed the Skill Based Programme are:

Communication Skills: **228**

Soft Skills: **831**

III UG (2014 Batch) Communication Skills Batch Details:

Batch.No	Departments	Strength	Total
1	FSN	8	26
	HUMAN DEVELOPMENT	12	
	ID & RM	6	
2	MUSIC	1	23
	ECONOMICS	11	
	HINDI	1	
	TEXTILE & APPEAREL DESIGNING	10	
3	BOTANY	11	30
	RD & SOCIOLOGY	19	
4	TAMIL	11	24
	FSMD	13	
5	PSYCHOLOGY	1	27
	MATHS	4	
	PHYSICS	2	
	CHEMISTRY	3	
	ZOOLOGY	16	
	BC/BT	1	
6	BCA	9	

	COMPUTER SCIENCE	16	28
	VISCOM	3	
7	B.COM(CA)	17	34
	BBA TOURISM	17	
8	COMMERCE	25	36
	B.COM(PA)	5	
	INFORMATION TECHNOLOGY	5	
	PHYSICIAN ASSISTANT	1	
	TOTAL STUDENTS		228

III UG (2014 Batch) Soft Skills Batch Details:

Batch.No	Departments	Strength	Total
1	HINDI	4	46
	HUMAN DEVELOPMENT	12	
	ID & RM	30	
2	MUSIC	6	42
	TEXTILE & APP.DES	36	
3	ENGLISH	47	47
4	ECONOMICS	33	45
	RD & SOCIOLOGY	12	
5	FSN	34	46
	FSMD	12	
6	FSMD	18	44
	TAMIL	26	
7	ZOOLOGY	12	44
	PHYSICIAN ASSISTANT	32	

8	PHYSICS	40	44
	TEXTILES & APP.DES	1	
	ENGLISH	2	
	TOURISM	1	
9	MATHS	42	42
10	PSYCHOLOGY	43	43
11	BC/BT	40	40
12	CHEMISTRY	36	44
	ZOOLOGY	8	
13	COMPUTER SCIENCE	33	46
	TOURISM	13	
14	BCA	39	39
15	COMMERCE	27	47
	SPECIAL EDUCATION	20	
16	SPECIAL EDUCATION	8	45
	B.Com (CA)	37	
17	B.COM(PA)	47	47
18	VISCOM	6	40
	INFORMATION TECHNOLOGY	34	
19	VISCOM	10	40
	BOTANY	30	
	TOTAL NUMBER OF STUDENTS		831

COURSE DURATION:

The duration of the Skill Based Courses was 24 hours (2 hours of instruction per week). The students were trained in batches. There were **8 batches** in Communication Skills and **19 batches** in Soft Skills, each batch with 40-50 students on an average.

The courses started in July 2016 and ended by November 2016.

The schedule for **Communication Skills** (including 4 hours of Hands On session) and Soft Skills were as follows.

<i>DATE</i>	<i>BATCH. No</i>	<i>LAB</i>	<i>DATE</i>	<i>BATCH.NO</i>	<i>LAB</i>
04.07.16	1,2,3,4	-	08.08.16	2,3,4	1
05.07.16	5,6,7,8	-	09.08.16	6,7,8	5
07.07.16	1,2,3,4	-	29.08.16	1,3,4	2
08.07.16	5,6,7,8	-	30.08.16	5,6,7	6
11.07.16	2,3,4	1	06.09.16	1,2,4	3
12.07.16	6,7,8	5	07.09.16	5,6,8	7
18.07.16	1,3,4	2	15.09.16	1,2,3	4
19.07.16	5,7,8	6	16.09.16	5,6,7	8
25.07.16	1,2,4	3	03.10.16	1,2,3,4	-
26.07.16	5,6,8	7	04.10.16	5,6,7,8	-
01.08.16	1,2,3	4	05.10.16	1,2,3,4	-
02.08.16	5,6,7	8	06.10.16	5,6,7,8	-

The schedule for **Soft Skills** was as follows:

<i>DAY</i>	<i>DATE</i>	<i>BATCH. No</i>	<i>DAY</i>	<i>DATE</i>	<i>BATCH. No</i>
TUE	05.07.16	1 to 6	TUE	30.08.16	7 to 12
THU	07.07.16	7 to 12	WED	31.08.16	13 to 19
FRI	08.07.16	13 to 19	TUE	06.09.16	7 to 12

MON	11.07.16	1 to 6	WED	07.09.16	13 to 19
TUE	12.07.16	7 to 12	THU	08.09.16	1 to 6
WED	13.07.16	13 to 19	THU	15.09.16	7 to 12
MON	18.07.16	1 to 6	FRI	16.09.16	13 to 19
TUE	19.07.16	7 to 12	TUE	04.10.16	1 to 3
WED	20.07.16	13 to 19	WED	05.10.16	4 to 6
MON	25.07.16	1 to 6	MON	03.10.16	1 to 6
TUE	26.07.16	7 to 12	TUE	04.10.16	7 to 12
WED	27.07.16	13 to 19	WED	05.10.16	13 to 19
MON	01.08.16	1 to 6	TUE	01.11.16	7 to 12
TUE	02.08.16	7 to 12	WED	02.11.16	13 to 19
WED	03.08.16	13 to 19	THU	03.11.16	1 to 6
MON	08.08.16	1 to 6	MON	07.11.16	1 to 6
TUE	09.08.16	7 to 12	TUE	08.11.16	7 to 12
WED	10.08.16	13 to 19	WED	09.11.16	13 to 19
MON	29.08.16	1 to 6			

COURSE OUTCOME:

The students who underwent the Skill Based Training (both Communication & Soft Skills) have expressed their views on the various benefits of the programmes through their feedback.

In a nut shell, there has been significant improvement in relevant aspects of the students such as verbal communication, attitude, leadership qualities, time management etc.

The consolidated feedback of the students on Communication/ Soft Skills is as follows:

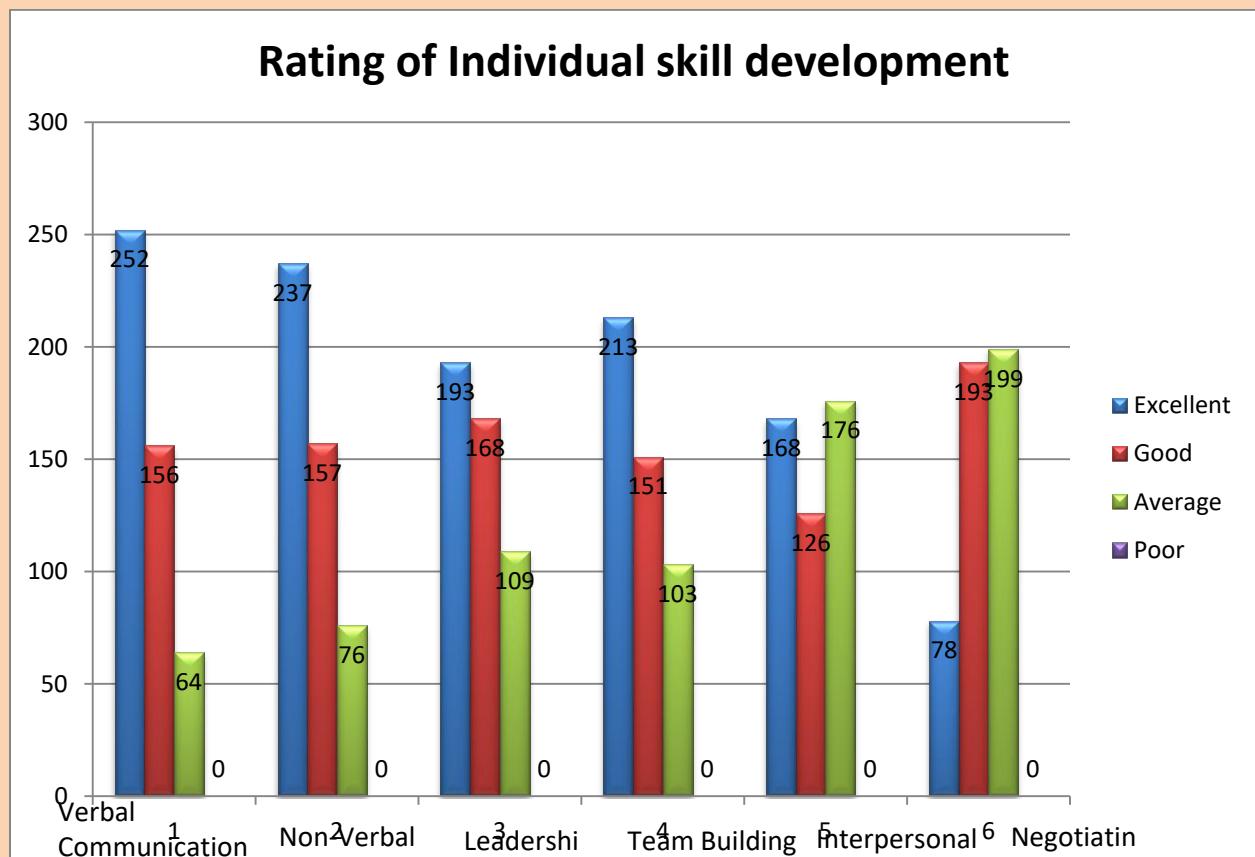
1. Learnt the skills through games, activities and interesting exercises.
2. Enabled to improve the verbal as well as written Communication along with the fun and enjoyment involved in it.

3. Promoted teamwork and expressed that communication skills activities are more effective when performed in a group
4. Found improvement in spoken English.
5. Created awareness about self placing in career building and goal setting
6. Trained well in Group discussions and Interviews.
7. The trainers were more interactive and made the sessions informative.
8. The programme was highly motivating.
9. The trainers established a good rapport with the students.
10. The trainers are punctual too.

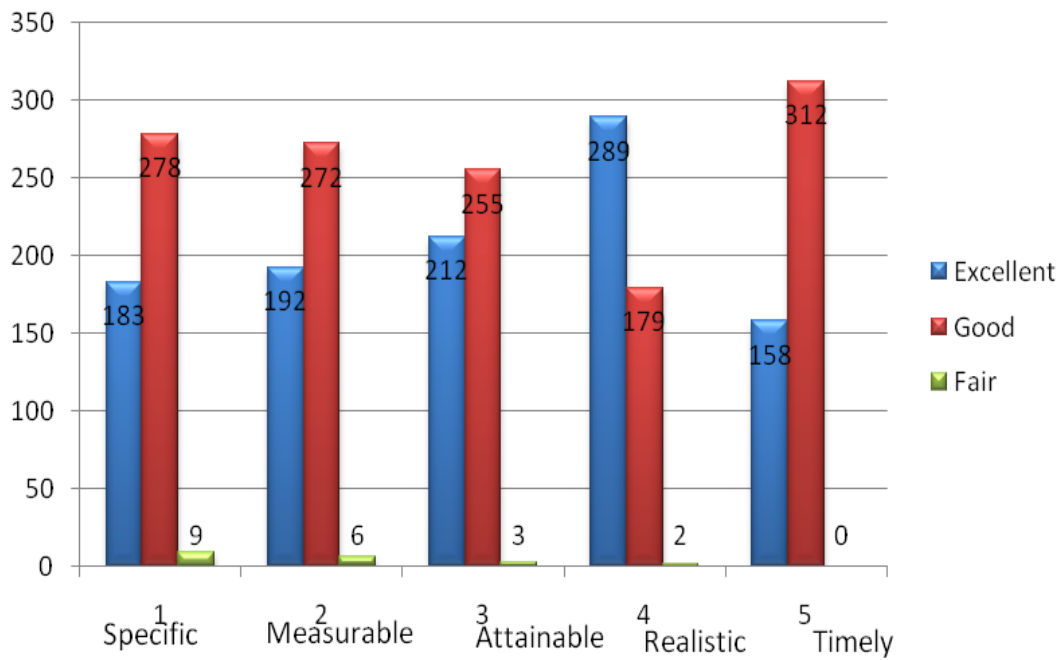
SUGGESTIONS:

1. We need more speaking activities.
2. Few outbound games and activities will be good.

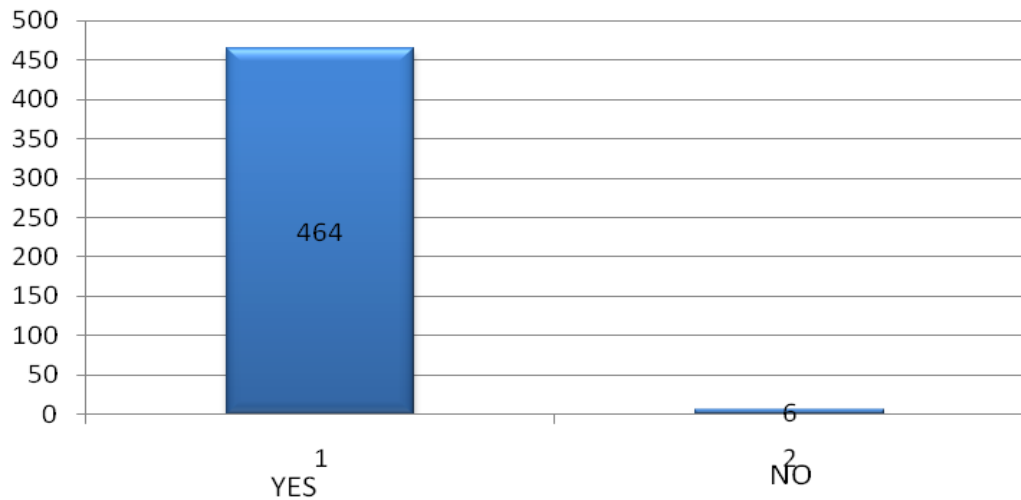
The consolidated report of the students' feedback, collected using a questionnaire is expressed in the charts below.



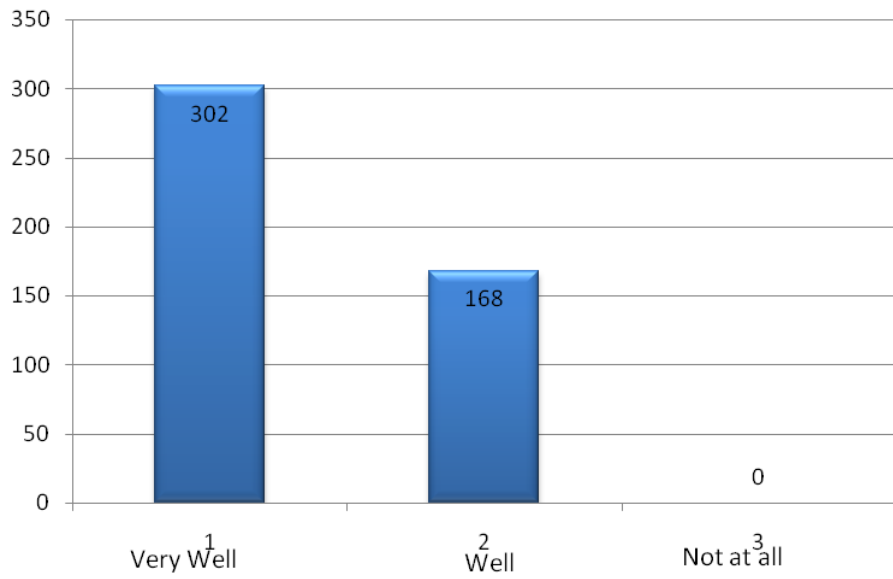
Rating of individual goal-setting



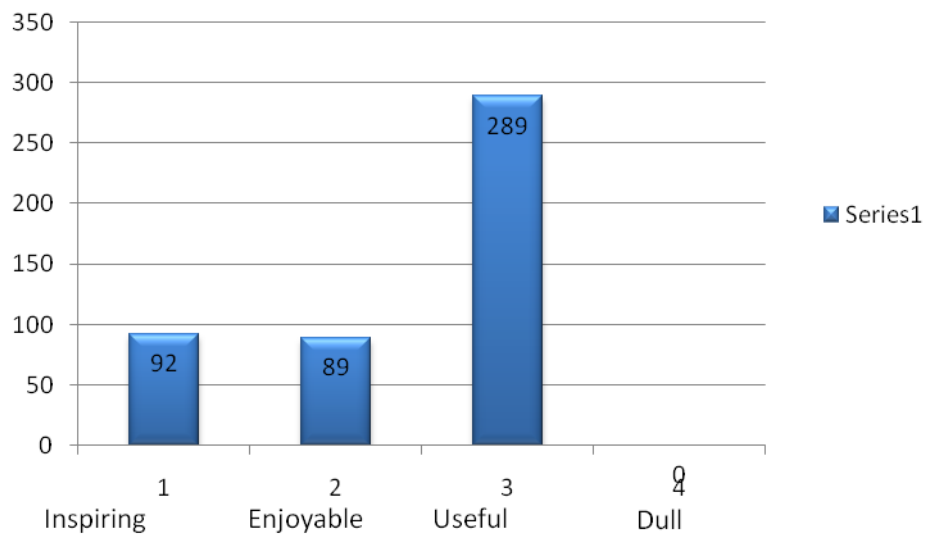
Improvement of social interactions



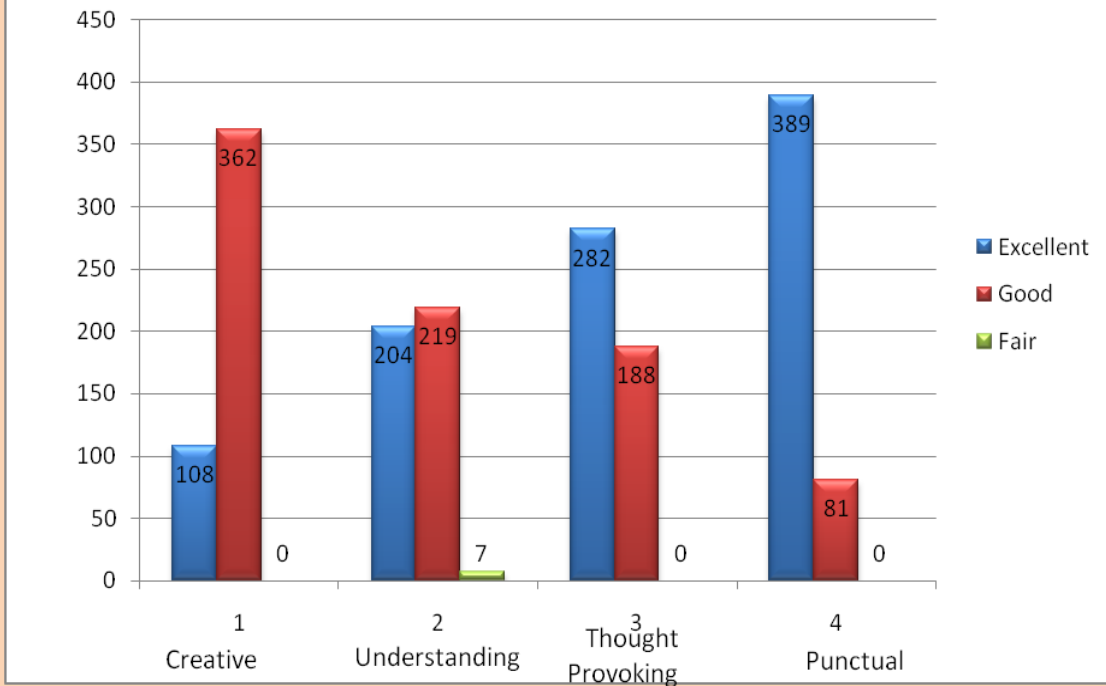
Improvement of Attitude & Perception



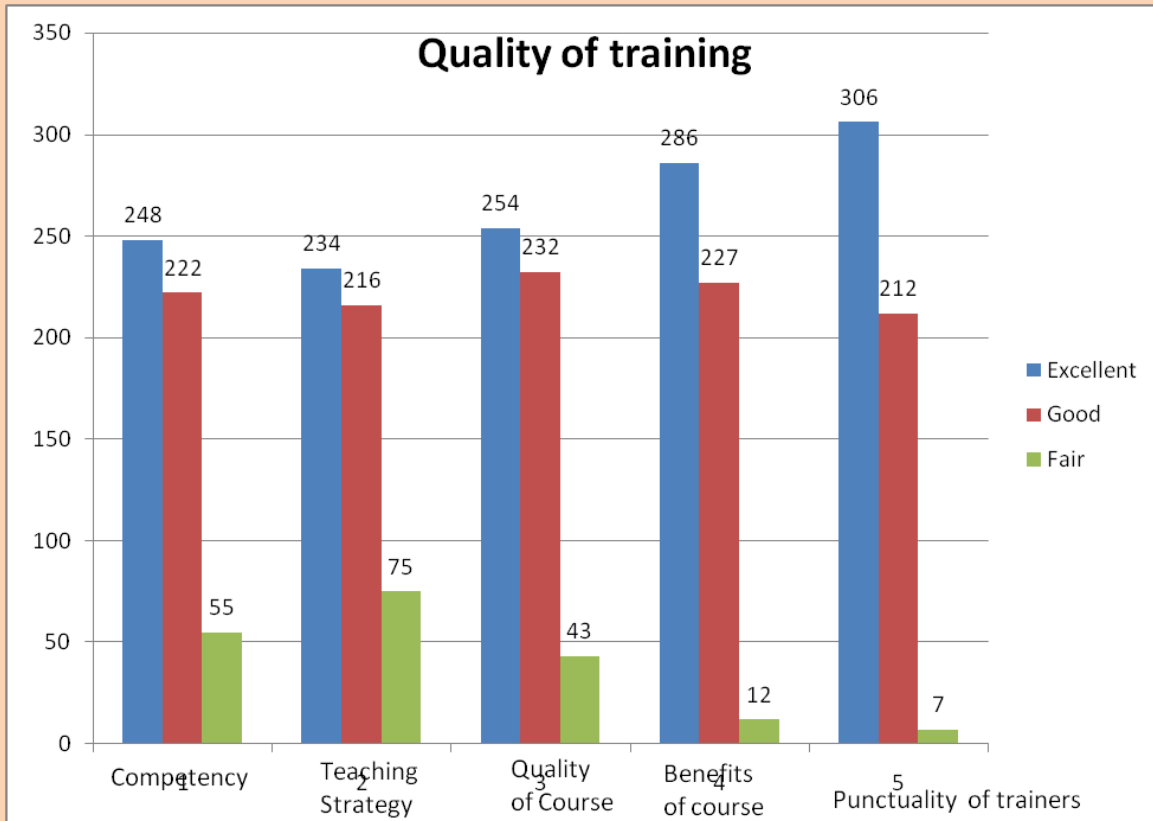
Overall Experience About the Course



Rating the ability of the trainers



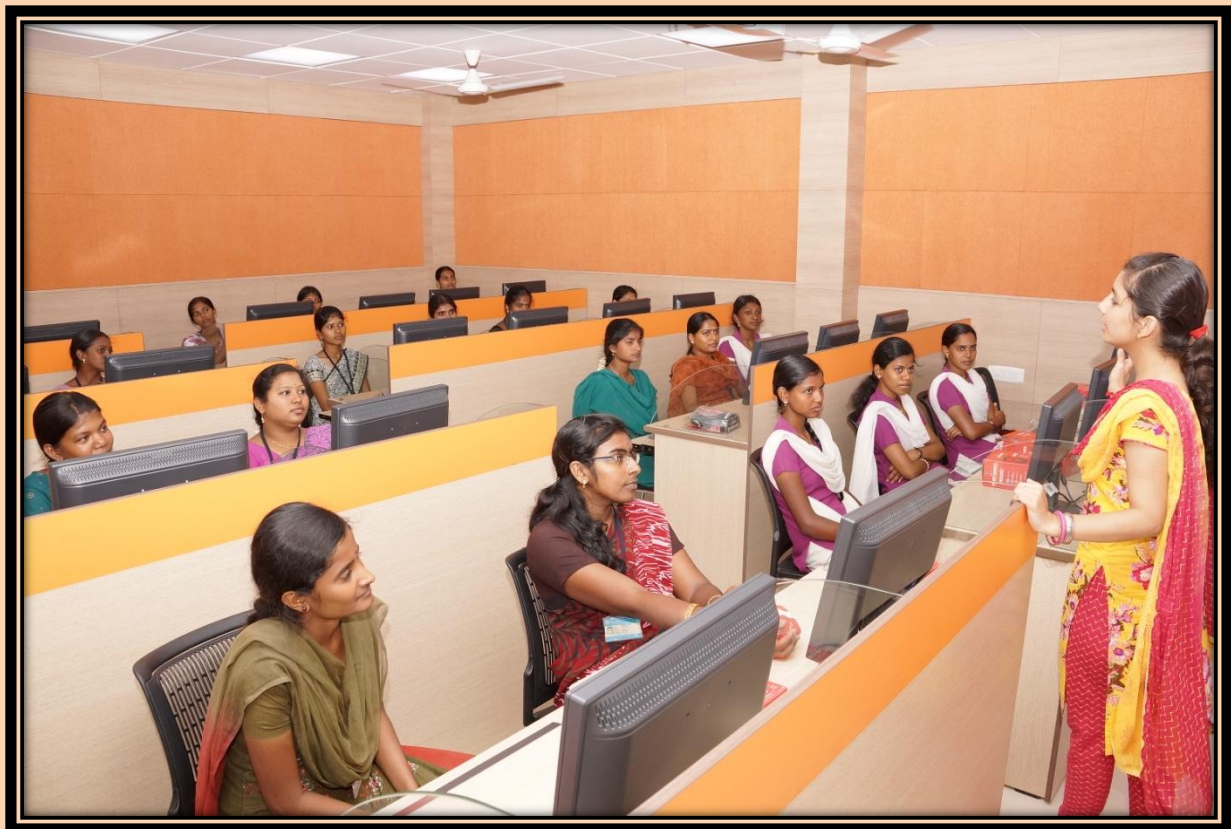
Quality of training



PHOTOS OF THE SESSIONS



Outbound activity



Hands-On sessions in Communication Skills Centre