

COLLEGE OF EDUCATION, KHAROD

(Managed by The Ankleshwar Progressive Education Trust)

KHAROD, Tal. Ankleshwar, Dist. Bharuch

(Gujarat) Pin. - 394105 Website : www.coekharod.org

Web: http://sites.google.com/site/coekharod17@gmail.com

**કૉલેજ ઓફ એજ્યુકેશન, ખરોડ**

(ઘી અંકલેશ્વર પ્રોગ્રેસીવ એજ્યુકેશન ટ્રસ્ટ સંચાલિત)

મુ. ખરોડ, તા. અંકલેશ્વર, જી. ભરૂચ.

પીન - ૩૯૪ ૧૧૫

Ref. No. :

Date :

Finishing School Programme

For the 54 students of B.Ed. Sem-4 the Finishing School Programme was conducted under the guidance of KCG, Govt. Of Gujarat. Dr. Ansari coordinated the programme and Pinkikumari, Vadodara played the role of an Expert for Set- B and D. Whereas Supalben Talati, Surat guided the students for Set A and C. English Development, soft Skills and Life Skills were the main components of the Training. Due to Corona the training was scheduled online with the help of MS Teams. The ingraining programme was covered in 80 hours in 20 days. The details of the programme is as under:

Finishing School Programme**SET-B****Expert: Pinkikumari, Vadodara****English**

DAY	DATE	TOPIC	TIME
01	07/06/2021 Monday	-self Introduction -Introducing Others -Communication Skill	11:00 am to 3:00 pm
02	08/06/2021 Tuesday	Part Of Speech -Adjectives, Adverbs, Noun, Pronoun	11:00 am to 3:00 pm
03	09/06/2021 Wednesday	Types Of Verbs -Action, Linking, Heling	11:00 am to 3:00 pm
04	10/06/2021 Thursday	-Preposition -Conjunctions	11:00 am to 3:00 pm
05	11/06/2021 Friday	-Telephone Etiquette -E-mail Etiquette -Interview Etiquette	11:00 am to 3:00 pm



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કૉલેજ ઓફ એજ્યુકેશન, ખરોડ

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SET-A

Expert: Supalben Talati, Surat

Soft Skill

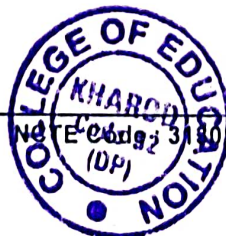
DAY	DATE	TOPIC	TIME
01	12/06/2021 Saturday	-Swot Analysis -Self Esteem -Self Awareness	11:00 am to 3:00 pm
02	13/06/2021 Sunday	-Life Goal Setting -Important aspects of Goal Setting	11:00 am to 3:00 pm
03	16/06/2021 Wednesday	-Etiquette Ready -Bio-data, Resume, CV-Resume	11:00 am to 3:00 pm
04	17/06/2021 Thursday	-Group Discussion -Skills are Being Assessed in Group -Discussion	11:00 am to 3:00 pm
05	18/06/2021 Friday	-How to Crack Interview -Most Commonly Asked Questions in Interview	11:00 am to 3:00 pm

SET-D

Expert: Pinkikumari, Vadodara

English

DAY	DATE	TOPIC	TIME
01	19/06/2021 Saturday	-Types Of Verb	11:00 am to 3:00 pm
02	20/06/2021 Sunday	-Tense -Paragraph Writing -Social Media Words	11:00 am to 3:00 pm
03	21/06/2021 Monday	-Communication Skills	11:00 am to 3:00 pm
04	22/06/2021 Tuesday	-Report Writing -Email Etiquette	11:00 am to 3:00 pm
05	23/06/2021 Wednesday	-Group Discussion	11:00 am to 3:00 pm



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NAAC ACCREDITED 'B' GRADE

ફોન નં. : (02646) 276176

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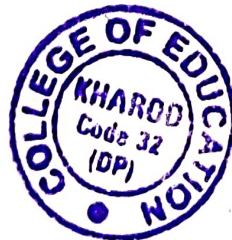
SET-C


Expert: Supalben Talati, Surat

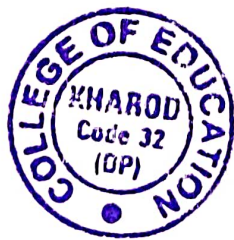
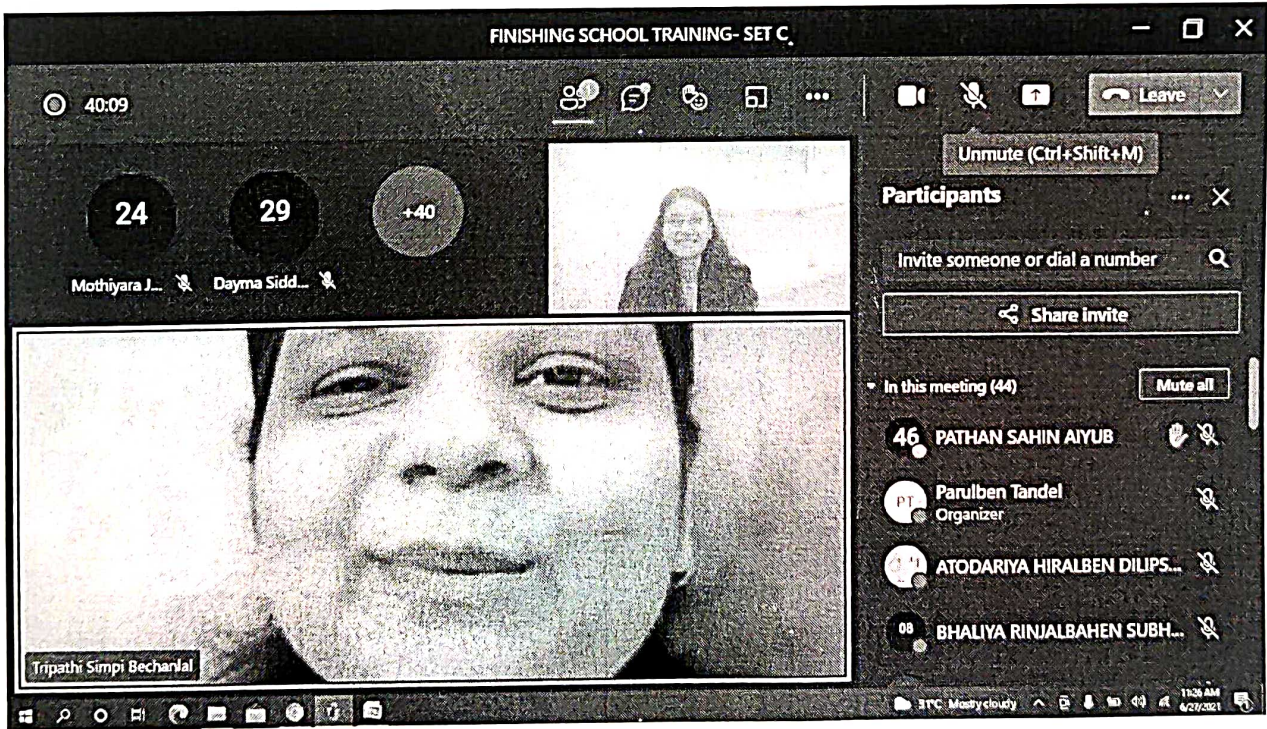
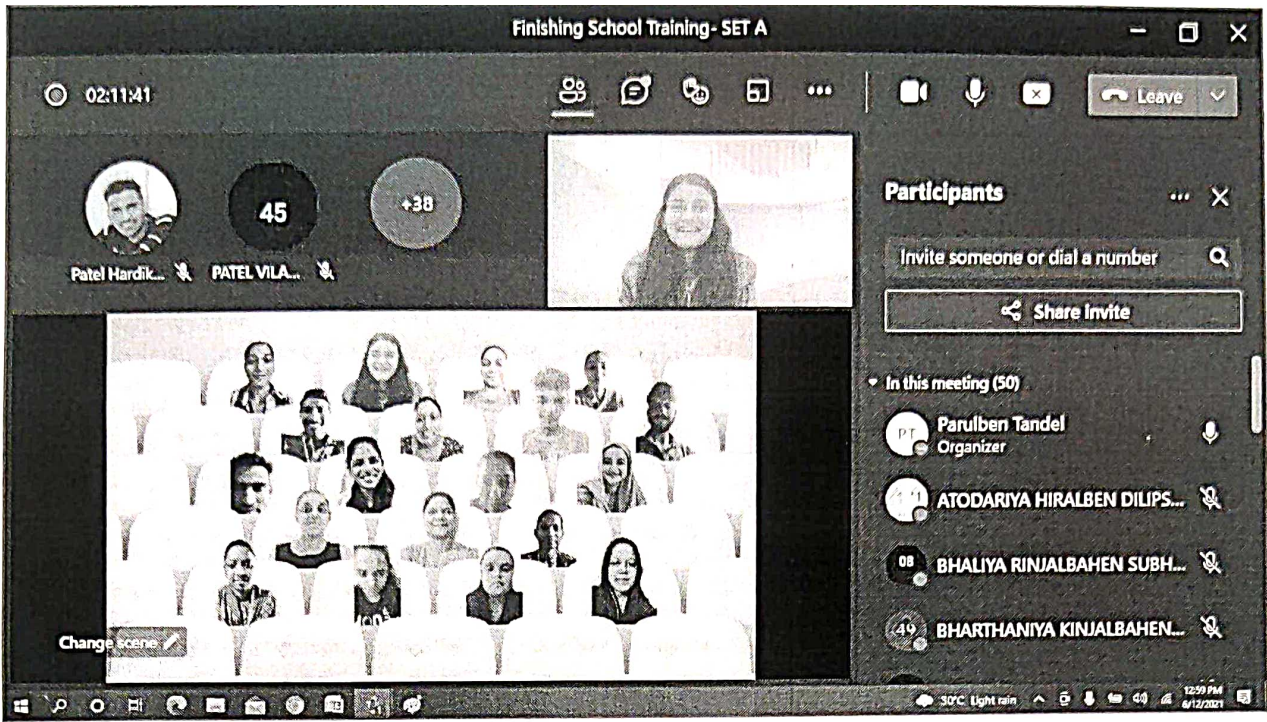
Soft Skill


DAY	DATE	TOPIC	TIME
01	24/06/2021 Thursday	-Positive Attitude -Motivation	11:00 am to 3:00 pm
02	25/06/2021 Friday	-Teamwork -Leadership	11:00 am to 3:00 pm
03	26/06/2021 Saturday	Types of Thanking -Creative -Critical	11:00 am to 3:00 pm
04	27/06/2021 Sunday	-Presentation Skill -Social Media -Office Etiquette	11:00 am to 3:00 pm
05	28/06/2021 Monday	-Self Priceline -Stress Management -Time Management	11:00 am to 3:00 pm

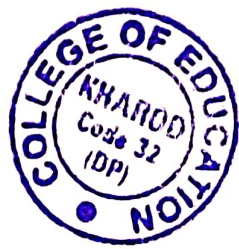
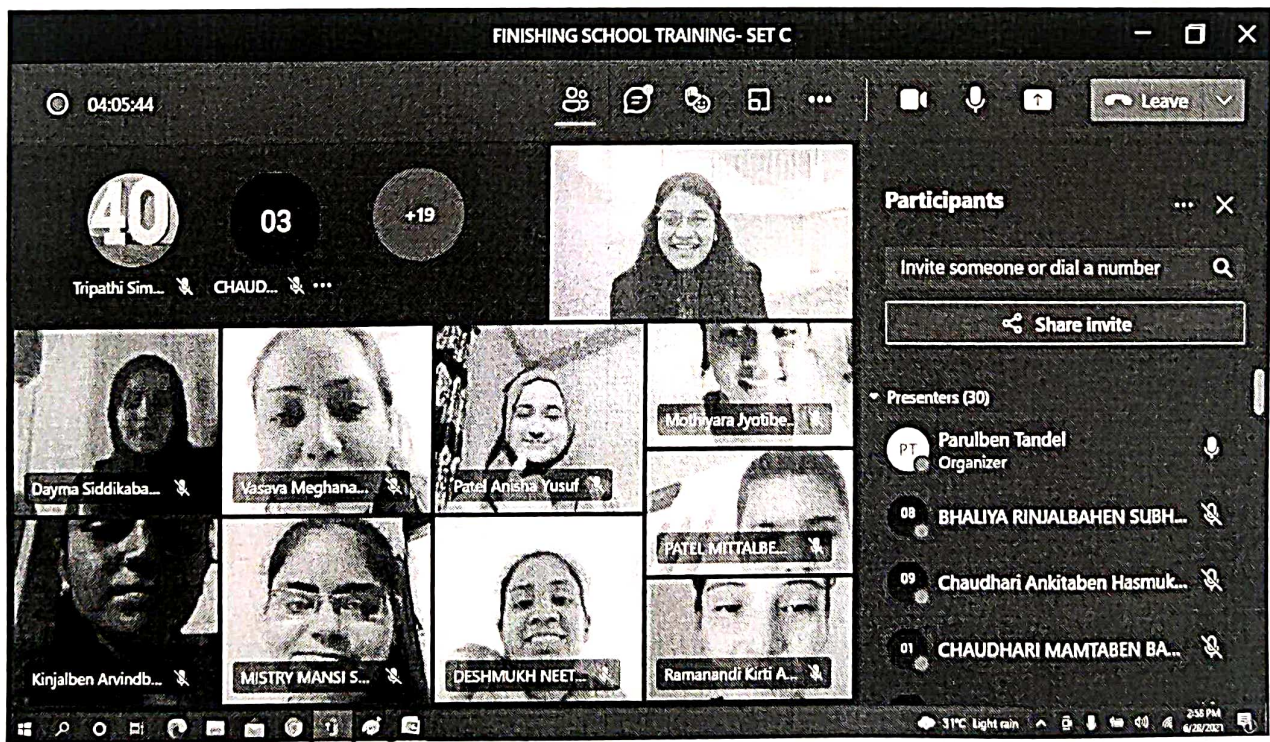
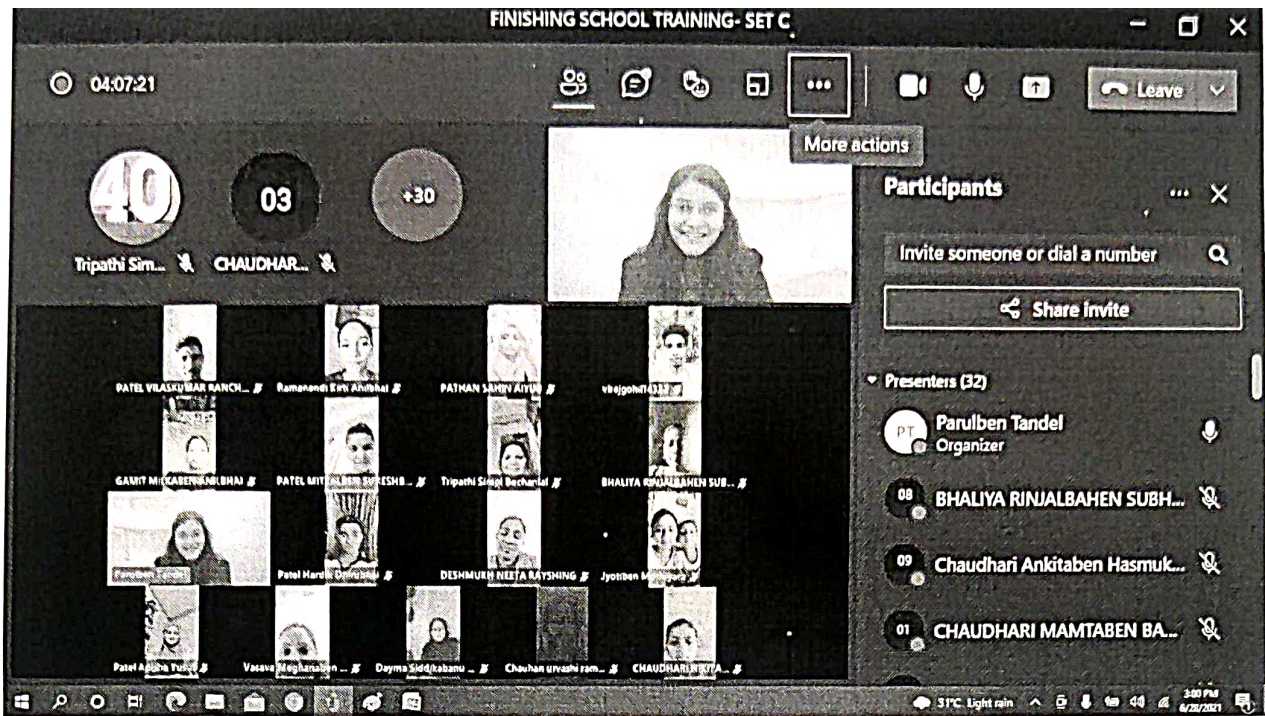
On 29/06/21 the training programme comes to an end with the students feedback and a few good words from the trainers.



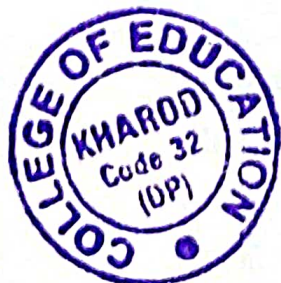

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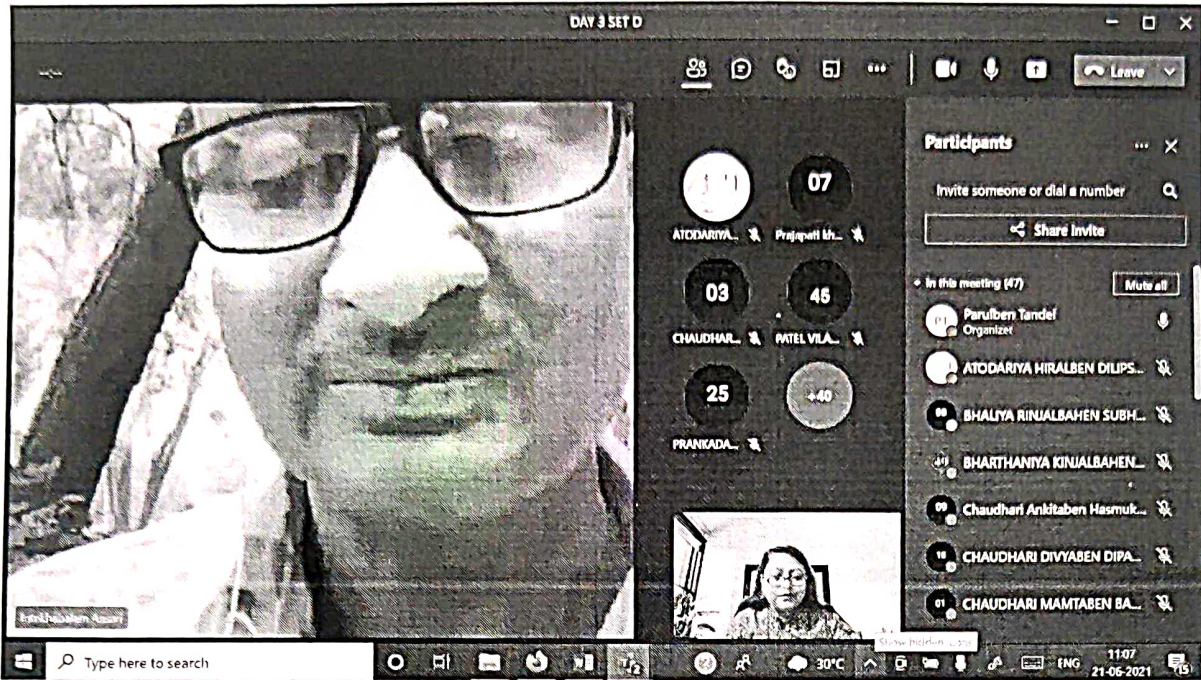

 આચાર્ય
 કોલેજ ઓફ એજ્યુકેશન, ખરાડ
 તા. અંકલેશ્વર, પીન-૩૮૪૧૧૫



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 આચાર્ય
 કોલેજ ઓફ એજ્યુકેશન, ખરાડ
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 આચાર્ય
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આચાર્ય
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તા. અંદોલેશ્વર, પીન-૩૯૪૧૧૫