



SARASWATI Education Society's  
**SARASWATI College of Engineering**

Learn Live Achieve and Contribute

Kharghar, Navi Mumbai - 410 210.

**Appreciation Letter**

To

Date: 12 /09 /2018

**Prof. Alka Purohit**  
Programme Co-coordinator - Nurture  
SCOE,  
Kharghar.

Respected Madam,

I would like to thank you for your contribution for the Nurture 2018-19. Skill & Personality Development Programme.

I appreciate your dedication and sincere efforts for conducting the session in SE (A & B Divn.). Your valuable guidance will truly help our students in their pathway from campus to corporate. Thank you very much for conducting a fruitful interactive session for the students.

Looking forward for your session for our future batches also.

Thanking you



Yours truly,

*Robiul*  
27/9/18  
HOD

Civil Engineering Department

*Thanks*  
*22/11/19*

*[Signature]*

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Kharghar, Navi Mumbai - 410 210



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**Invitation Letter**

To

Date: 02 /09 /2018

**Ms Alka Purohit**  
Programme Co-coordinator - Nurture  
SCOE,  
Kharghar.

Respected Madam,

I would like to cordially invite you to conduct Nurture, the skill & Personality Development Programme for 2018-19. This session will be focusing on Second Year Students, SE (A & B Divn.) Yours Knowledge and experience in conducting training program will benefit our students in their journey from campus to corporate.

The time table would be as mentioned below.

Class / Divn.	Date	Time
SE A Divn.	4/9/2018 to 7/9/2018	9.30am to 12.30pm
SE B Divn.	10/9/2018 to 12/9/2018	9.30am to 12.30pm

It is a request to acknowledge the letter and share the modules of training Programme planned.

Thanking you



*Thanks.*  
*29/1/19.*

Yours truly,

*Roby...*  
HOD

Civil Engineering Department

*[Signature]*

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**SARASWATI College of Engineering**  
 (Jyoti Nava Acharya and Gokulnathji)  
 Kharghar, Navi Mumbai - 410210

**ACADEMIC YEAR 2018-2019**  
**DEPARTMENT OF CIVIL ENGINEERING**  
**"NURTURE" SKILL DEVELOPMENT**  
**FEEDBACK**

Date:-12/09/2018

YEAR	SE-B
SUBJECT	"NURTURE"
NAME OF STAFF	Alka Purohit

S.NO↓	Q.NO→	Nurture					Avg marks
		1	2	3	4	5	
1		5	5	4	5	4	4.6
2		5	5	4	5	4	4.6
3		5	5	5	5	5	5
4		4	5	4	5	5	4.6
5		4	5	4	5	5	4.6
6		4	5	4	5	5	4.6
7		5	5	5	4	5	4.8
8		5	5	5	5	5	5
9		5	5	4	4	5	4.6
10		4	4	4	4	4	4
11		5	5	4	5	5	4.8
12		5	5	5	5	4	4.8
13		5	4	5	5	4	4.6
14		4	5	4	5	4	4.4
15		5	5	5	1	1	3.4
16		4	4	4	4	4	4
17		5	4	5	4	5	4.6
18		5	5	5	5	5	5
19		5	5	4	5	5	4.8
20		4	3	3	3	4	3.4
21		4	3	4	4	3	3.6
22		5	5	5	5	5	5
23		5	5	5	5	5	5
24		5	5	5	5	5	5
25		5	5	5	5	5	5
26		4	5	4	5	4	4.4
Qno		1	2	3	4	5	sum
Avg		4.65	4.69	4.42	4.54	4.42	22.73
score out of 05							4.55



*Robina*  
 12/9/18  
 H.O.D civil engg

f. 29/1/19.

*[Signature]*  
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SE - IT Assessment sheet  
(Sample)



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'NURTURE Skill Development Program'

2018-19

Practical Activity Evaluation Sheet

Department /Division/ Class: IT / Second Year

Date: 25/07/18

Activity: Group Discussion (GD)

Student Name	Verbal Communication (5)	Non-Verbal Communication (5)	Content / Sub Knowledge (5)	Attitude & Behavior (5)	Total	Remarks
1. Harshal	4	4	3	4	15	Feedback discussed on the spot points of improvement given to student
2. Shailesh	4	3	3	3	13	
3. Chetan	3	3	3	3	12	
4. Pratiksha	-	-	-	-	-	
5. Ruchita	-	3	-	3	6	
6. Divyank	3	-	-	-	3	
7. Menika	4	4	3	4	15	
8. Shivani	4	4	3	3	14	
9. Sneha	3	4	2	3	12	
10. Neha	-	3	-	3	6	
11. Amit	3	4	3	3	13	
12. Ni	-	X	-	-	X	
1. Neha	-	3	-	-	3	
2. Sneha	3	4	3	4	14	
3. Pratiksha	-	-	-	-	-	
4. Ruchita	-	-	-	-	-	
5. Divyank	3	3	2	3	11	
6. Amit	3	3	3	3	12	
7. Shivani	4	4	3	4	15	
8. Dhiraj	-	-	-	-	-	
9. Shailesh	-	-	-	-	-	
10. Harshal	4	4	3	4	15	

Faculty/Moderator:

P. 25/7/18



*(Signature)*

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ACADEMIC YEAR 2018-19  
 DEPARTMENT OF INFORMATION TECHNOLOGY  
 NURTURE TIME TABLE

Name: Prof. Alka Purohit

CLASS/SEM:SE/III	CLASSROOM NO: Seminar Hall										w.e.f: 23-7-18
Day/Time	9:30-10:30	10:30-11:30	11:30-12:30	12:30-1:30	1:30-2:00	2:00-3:00	3:00-4:00	4:00-5:00			
MON			NURTURE / SKILL DEVELOPMENT PROGRAM		B						
TUE			NURTURE / SKILL DEVELOPMENT PROGRAM		R						
WED			NURTURE / SKILL DEVELOPMENT PROGRAM		E						
THU			NURTURE / SKILL DEVELOPMENT PROGRAM		A						
FRI					K						

*Alka Purohit*  
 HOD

*Alka Purohit*  
 Time Table Incharge

*Alka Purohit*  
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 Kharghar, Navi Mumbai-410210



**'NURTURE' – Skill & Personality Development Program'**  
**Lecture & Workshop Report-2018-19**  
**Department Of Engineering Sciences & Humanities (FE) - All divisions**

**Foreword:**

'NURTURE' - Skill & Personality development Program' covering the Communication, Personality development, Soft skill learning & corporate readiness' series was positively received.

The modules covered a lot of student interaction, team activities, and professional communication aspects for personality development as well as inculcating basics for the preparation for placements and improving further prospects for employment of students.

**Preamble:**

'NURTURE' program is an Add on course focused towards holistic development of students training & nurturing them through various capacities, via Soft skill & behavioral learning

- The Focus is Personality development & corporate readiness of students, the training provided, helps them in self-analysis, understand areas of improvement and groom them to be professionally presentable.
- Students are guided towards enhancing their employability, increasing their chance of better placement, with training in soft skills, bridging the gap between the employer and the employee.
- It is dedicated towards providing focused assessing, counseling, mentoring to groom the 'Better to be the Best' and the 'Best to be Outstanding', right from the First Year.

**Modules & curriculum: (as per the schedule & Time table)**

- Introduction of Add-on course 'NURTURE' program
- Need & Benefits of the course
- Placement Process- Awareness
- Personality & body language
- Verbal Communication- English
- Role play and Communication activity- Group
- Verbal communication activity- Individual
- Grammar- English (Prepositions)
- Presentation Skill - Basics
- 'NURTURE' program – Test (Group task)
- Assessment, counseling & Feedback

**Mode of achievement and Methodology**

- All Divisions of First year covered individually
- Nurture Add-on modules teaching



  
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- **'NURTURE'- work sheets maintained by all the students, with all the concept details, Group task & Application activities**
- Soft skill concepts, Communication skill
- Individual & group activities
- Demo activity
- Work-shops & Seminars
- Role play activities
- Written documentation- work sheets, exercises
- Counseling and Feedback
- All the modules covered included maximum student interaction & participation along with discussion, Q & A on various topics during the sessions.

**'NURTURE' Add-on Program Outcome (PO):**

On successful completion of the learning, student will be able to-

- Gradually transform from being a student to becoming a professional.
- Focus on the personal & professional effectiveness, through good spoken language & etiquette.
- Adjust smoothly with confidence, whether coming from vernacular or any other medium.
- Develop individual ability
- Face challenges in today's dynamic and diverse Indian and Global culture.
- Build positive attitude and become ready for future tasks and responsibilities and employment

**Syllabus & Modules covered: Days- 04; Time duration: 02 hours daily**

Day-1/ Module	Day-2/Module	Day-3/ Module	Day-4/Module
Introduction- Skill Development Need & Benefits	Verbal communication	Presentation skill- Techniques & tips	Skill application class test
Personality development & understanding	Grammar & Communication activity	Group presentation & task	Group activity
Body language, Grooming & corporate etiquette	Group Task & Assessment	Current affairs, GK & social issues	Class discussion and Q & A on a topic
Class task	Feedback & Counseling	Class discussion	Counseling & Feed - back



  
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**Attendance Break-up- First Year**

Division	Branch	Total Students	Average attendance (%)
A	Civil	75	78.06
B	Mech	65	75.38
C	Comp & Extc	66	70.45
D	IT & Auto	66	62.87

**Activity, Task & Assignment given:**

1. Understanding personality
2. Areas of personality-improvement identified in the student
3. Individual communication & self-analysis activity
4. Role play activity (group) on topics given
5. Current affairs & latest national/ International events
6. Presentation- Different groups
7. Question & Answer on Grammar, self-analysis

**Impact of the program - Detail of Assessment conducted & Objective**

**1. Self-analysis - All students**

- Students asked to maintain task sheets to note the details for future reference
- Importance stressed upon regarding each topic of the workshop.
- Students identified and noted their weak areas and took to understanding their strengths and factors which will help in personality development etc.
- Assessment of each students' communication, body language, attitude via various Application activities with feedback


**2. Personality -Grooming, Body language, Non- verbal communication - All students**

- Various aspects of personality explained
- Students made to understand personality in simple ways; with proper terminology
- They were given the task to identify the areas in their personality which required improvement
- Tips given to incorporate in daily life for better development of personality
- Importance of professional non-verbal & verbal communication in professional life

**3. Role play- Participating Groups & interaction with class**

- Detail given to the students for the preparation for future placements.
- Importance of the task and topic explained, as a major stage for the selection/elimination of students in a competitive set-up along with the students of other colleges.



  
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**Recommendations:**

All details were shared and discussed with HOD and students, as & when required. However, as per the views shared:

- Modules may prove to be additionally beneficial if students are regular and the seriousness towards the cause is maintained. This would help in increased participation following a proper sequence
- As an option, a final sorted & selected list can be prepared for the students showing larger interest. This may avoid unnecessary peer pressures & disturbance to the ones interested, ensuring complete participation.
- It has been an enriching experience to train the young students.
- All the students, who attended the sessions, were enthusiastic and keen to improve and many of them have shown potential to go ahead successfully.

The 'NURTURE' Skill & Personality development program is a new step taken in the interest of our students.

Any new effort targeted towards learning and improvement of students takes an institute to the next level along with a scope for improvement. Hence, valuable views are most welcome.

With Regards,

*Alka*  
25/10/2019

Prof Alka Purohit

Program Coordinator  
'NURTURE' SPDP

*Sayali*  
25/10/19

Dr. Sayali Choudhary

HOD - FE

*Manjusha*

Dr. Manjusha Deshmukh

Principal

Enclosures:

- Attendance sheet
- Time table
- Sample 'Student - Nurture work sheets' (Containing all concepts & tasks, test given)
- Sample-Activity sheets
- Soft copy of Nurture workshop pictures
- Student Feedback

All content above discussed with & handed over to the FE department.

Principal  
Saraswati College of Engineering  
Kharghar, Navi Mumbai - 410 210.



*Sayali*  
14/10/19

*Manjusha*

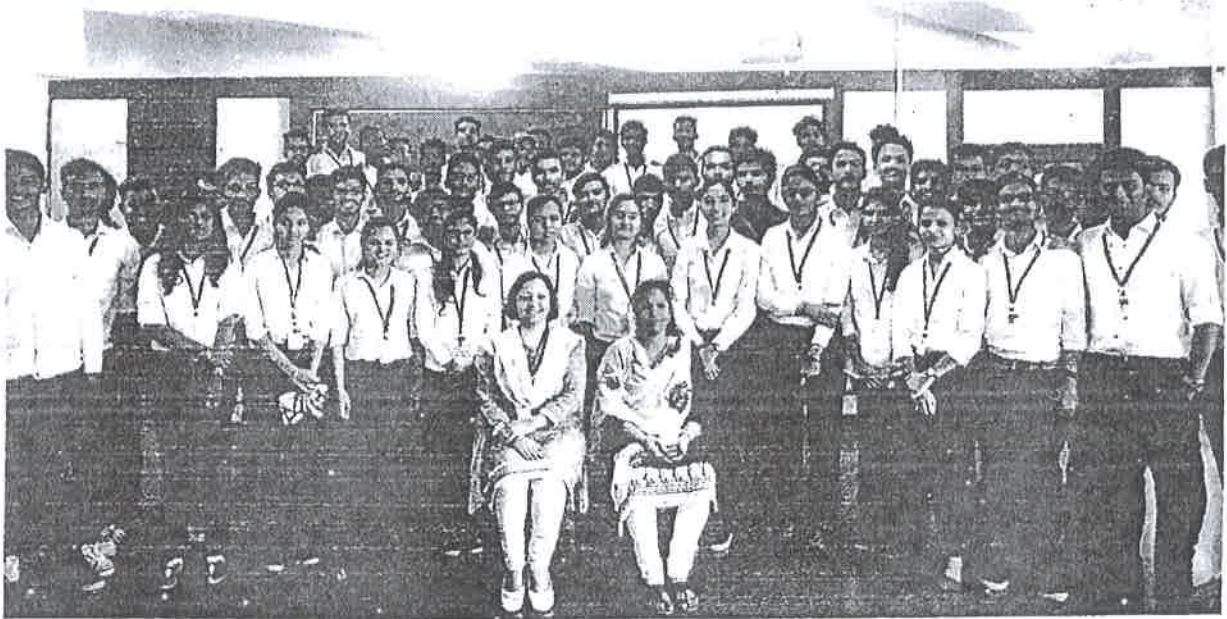
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
**Department of Engineering Sciences & Humanities - 2018-19 DIV A- Civil - (Sample pictures)**  
**Course completion class picture**



*[Signature]*  
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*[Signature]*  
25/11/2019  
(Prog. Coordinator & In charge)

*[Signature]*  
25/11/19  
(HOD)

*[Signature]*  
(Principal)

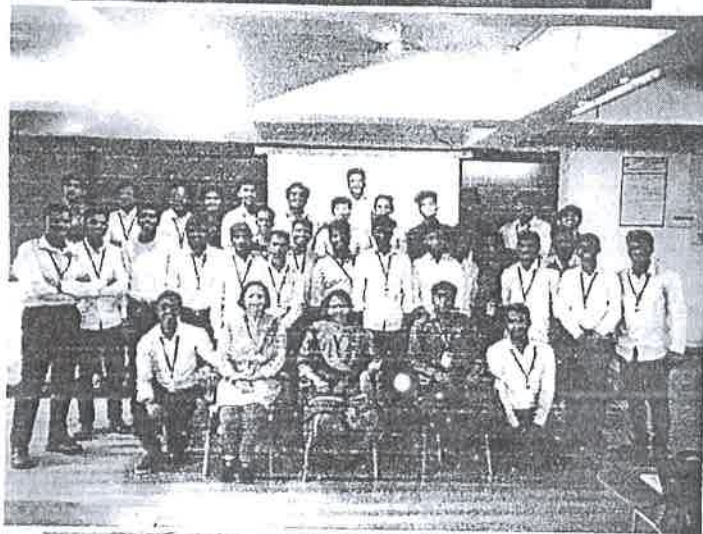
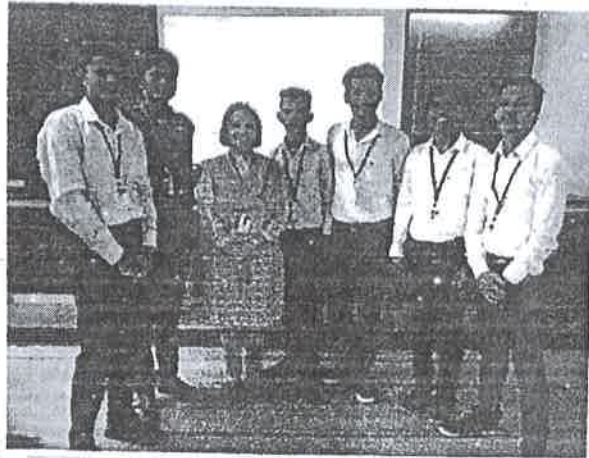



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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
Department of Engineering Sciences & Humanities - 2018-19 DIV B - Mechanical  
Performing Groups, Course completion - First year students (Sample pictures)



  
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*Wlka* 01/02/2019  
(Program Coordinator  
& Incharge Faculty)

*Sheet*  
1/2/19  
(HOD)

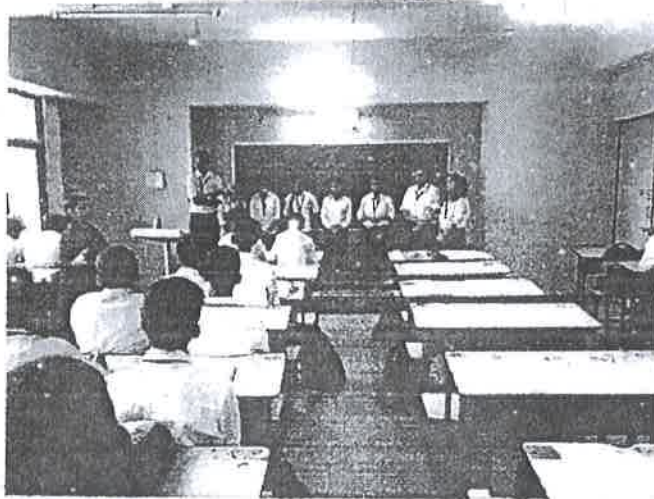
  
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
Department of Engineering Sciences & Humanities - 2018-19 DIV C – IT (Sample pictures)  
Role play, Q & A for First year students



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*Alka*  
*06/02/2019*  
(Prog. Coordinator  
& Faculty Incharge)

*Sushil*  
*06/2/19*  
(HOD)

(Principal)

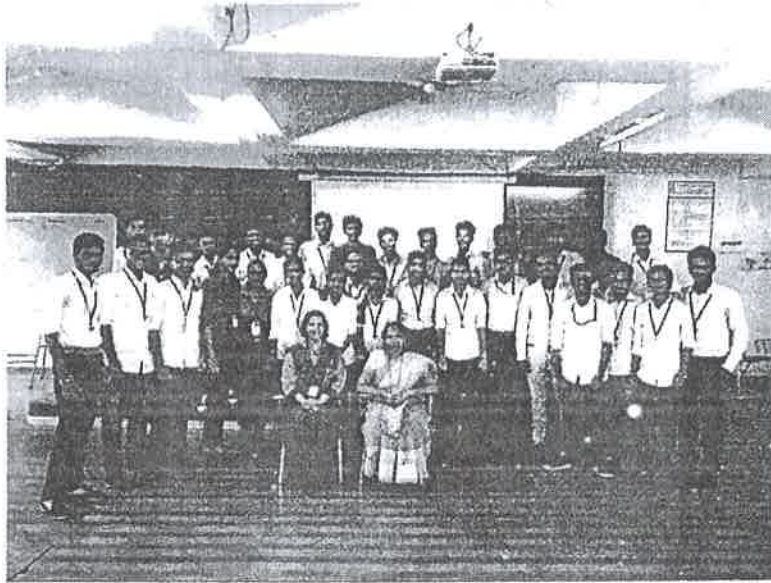



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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
**Department of Engineering Sciences & Humanities - 2018-19 Div D**  
**DIV C – Computer and Electronics & Telecommunication (Sample pictures)**  
**Course Completion day First year students**

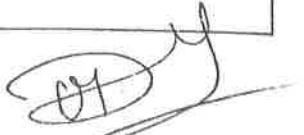


  
**PRINCIPAL**  
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*Deke*  
15/02/2019  
(Program Coordinator  
& Faculty Incharge)

*Sreed*  
15/2/19  
(HOD)

  
(Principal)



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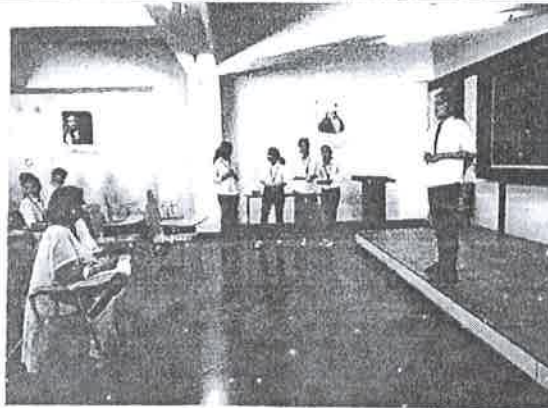
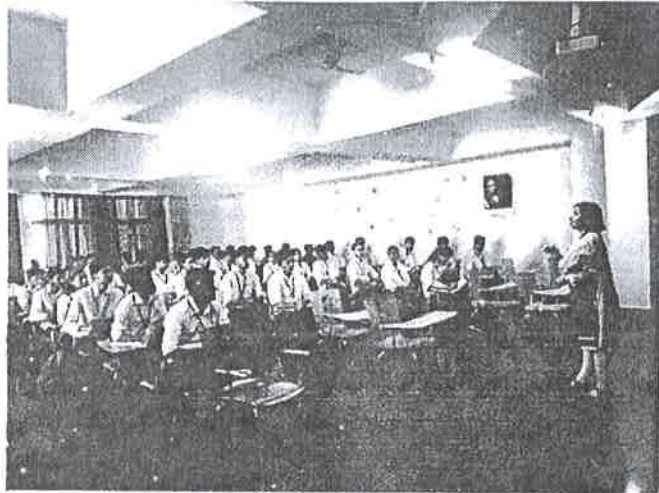
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

Department of Engineering Sciences & Humanities - 2018-19

**DIV C – Computer & Electronics & Telecommunication (Sample pictures)**

**Concept building on Soft skills for First year students**



  
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06/02/2019  
Program Coordinator  
(Encl. etc. Incharge)

06/2019  
(HOD)



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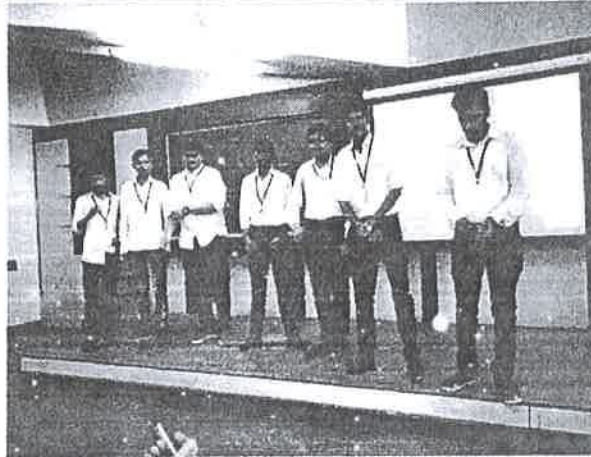
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

**Department of Engineering Sciences & Humanities - 2018-19**

**DIV C – Computer & Electronics & Telecommunication (Sample pictures)**

**Group task & Presentation for First year students**



  
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*06/02/2019*  
*(Program Coordinator)*

*6/2/19*  
*(HOD)*



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**'NURTURE' – Skill development program'**

**2017-18**

Communication, Personality development, soft skill learning AND Corporate readiness  
(An initiative of The Saraswati Education Society)

**Lecture & Workshop Report- FE- All divisions**

**Foreword:**

**'Nurture – Skill development program' covering the Communication, Personality development, Soft skill learning & corporate readiness' series was positively received.**

The modules covered a lot of student interaction, team activities, and professional communication aspects for personality development as well as inculcating basics for the preparation for placements and improving further prospects for employability of students.

**Preamble:**

- 'Nurture' program is an in-house initiative focused towards holistic development of students training & nurturing them through various capacities, via Soft skill learning
- Focus is on the Personality development & corporate readiness of students, and the training provided, helps them in self-analysis, understand areas of improvement and groom them to be professionally presentable.
- Students are guided towards enhancing their employability, increasing their chance of better placement, with training in soft skills, bridging the gap between the employer and the employee.
- It is dedicated towards providing focused assessing, counseling, mentoring to groom the 'Better to be the Best' and the 'Best to be Outstanding', right from the First Year.

**Modules & curriculum: (as per the schedule & Time table)**

- Introduction on 'Add- on course'- 'Nurture'
- Need & Benefits of the course'
- Placement Process- Awareness
- Personality & body language
- Gap analysis - Verbal Communication- English
- Role play and Communication activity- Group
- Verbal communication activity- Individual
- Grammar- English (Prepositions)
- 'Nurture' program – Test (Group task)
- Assessment, counseling & Feedback



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### Mode of achievement and Methodology

- All Divisions of First year covered individually
- Nurture Add-on modules teaching
- Soft skill concepts, Communication skill
- Individual & group activities
- Demo activity
- Work-shops & Seminars
- Role play activities
- Written documentation- work sheets, exercises
- Counseling and Feedback

### 'Nurture' Add-on Program Outcome (PO):

On successful completion of the learning, student will be able to-

- Gradually transform from being a student to becoming a professional.
- Focus on the personal & professional effectiveness, through good spoken language & etiquettes.
- Adjust smoothly with confidence, whether coming from vernacular or any other medium.
- Develop individual ability and strengthen employability quotient.
- Face challenges in today's dynamic and diverse Indian and Global culture.
- Build positive attitude and become ready for future tasks and responsibilities.

### Syllabus & Modules covered: Days- 04; Time duration: 02 hours daily

Day-1/ Module	Day-2/Module	Day-3/ Module	Day-4/Module
Introduction- Skill Development Need & Benefits	Verbal communication	Presentation skill- Techniques & tips	Skill application class test
Personality development & understanding	Grammar & Communication activity	Group presentation & task	Group activity
Body language, Grooming & corporate etiquettes	Group Task & Assessment	Current affairs, GK & social issues	Class discussion and Q & A on a topic
Class task	Feedback & Counseling	Class discussion	Counseling & Feed - back



  
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### Workshop Program Components: Process in detail

- Awareness on the role of Skill development with examples
- Detail on Personality, Impact, types, and tips to develop personality
- Career building
- Communication skill concepts, techniques & practical to help them improve their speaking abilities
- General knowledge, current affairs, social & group interaction
- Self- Analysis- understanding of strengths & weaknesses and their application
- Learning Presentation making and techniques developing skill
- Counseling & personal feedback at each step for better understanding & improvement

### Methodology:

- Theory notes, examples, comparative analysis with respect to competition, Mock and practical activity.
- 'Nurture'- Skill development program files maintained by all the students, with all the concept details, Group task & Application activities
- Concept Application activity & Demo
- Individual & Group Mock
- Counseling, feedback & response to the students'
- All the modules covered included maximum student interaction & participation along with discussion, Q & A or various topics during the sessions.
- The students were asked to practically enact the activities in the form of practical activity, after initial teaching with the detail on Elimination /selection rounds by corporate during placements, the key requirements & aspects for selection, participation techniques, do & don'ts, tips etc.

### Attendance Break-up- First Year

Division	Branch	Total Students	Average attendance (%)
A	Civil	70	68.43
B	Civil	71	70.7
C	Mech	72	74
D	Mech	71	62.3
E	Computer	59	73.3
F	IT	47	46.27
G	Extc	64	44.53



  
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**Activity, Task & Assignment given:**

1. Understanding personality
2. Areas of personality-improvement identified in the student
3. Individual communication & self-analysis activity
4. Role play activity (group) on topics given
5. Current affairs & latest national/ International events
6. Presentation- Different groups
7. Question & Answer on Grammar, self-analysis

**Impact of the program - Detail of Assessment conducted & Objective**

**1. File documentation - All students**

- Students asked to make Files/folders to note the details for future reference
- Importance stressed upon regarding each topic of the workshop.
- Students identified and noted their weak areas and took to understanding their strengths and factors which will help in personality development etc.
- Assessment of each students' communication, body language, attitude via various Application activities with feedback

**2. Personality -Grooming, Body language, Non-verbal communication, Self-analysis- All students**

- Various aspects of personality explained
- Students made to understand personality in simple ways; with proper terminology
- They were given the task to identify the areas in their personality which required improvement
- Tips given to incorporate in daily life for better development of personality
- Importance of professional non-verbal & verbal communication in professional life

**3. Role play- Participating Groups & interaction with class**

- Detail given to the students for the preparation for future placements.
- Importance of the task and topic explained, as a major stage for the selection/elimination of students in a competitive set-up along with the students of other colleges.
- Information on complete procedure, rules & regulations given
- Students divided into groups for participation
- Students were encouraged to give their views and class discussion arranged between participants and other students



  
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- **Presentation Test** – Taken based on Verbal & Nonverbal communication, Attitude, Content & confidence

**Demo Topics: Role Play**

- Travel Agency
- Company employee and group
- News hour
- Public place – Professional communication

**4. Individual Activity (complete class) Self- Analysis - Individual**

**Student Participation:** Students were explained about the basics of understanding own strength & weaknesses.

- They were encouraged to list them out & speak about them in the class.
- This was followed with class discussion, queries and examples.
- Counseling was given as & where required.
- Students were interactive and discussed the activities as per the guidance given.
- Students were made to understand the various aspects of personality and skills
- Analyze their personality and apply the skills accordingly

**5. Group Activity (Groups):**


**Division A- Civil**

**Student participation- (Group sample)**

**Assessment & feedback shared with the students**

Group	Student name	Role Play	Presentation
1 & 2	Swarali, Tanishqa, Ajay, Aditya, Mangesh, Abhishek, Akshay, Shubham, Ashish, Ankit, Purve	Situation handling – Staff Company employee	Transgender – Social mindset
3 & 4	Nilesh, Abhijet, Saurabh, Yash K, Kaustaubh, Rohan	Travel Agency	Make in India;
5 & 6	Tejashree, Sayayali, Shweta, Rutuja, Bhagyashree, Sonal, Deepali, Dnyanesh, Dhananjay, Mansi, Prerna, Ruhita	Travel Agency	Opposition on movies' release
7 & 8	Devashree, Sagar, Akshata, Sejal, Stephan, Akshay, Rutuja, Dhanashree, Atharv, Shubham S, Akash M.	Fast Food	Bhima Koregaon incident



  
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### Division B-Civil

Group	Student name	Role Play	Presentation
1 & 2	Tushar, Varun, Prathamesh, Yash, Shubham, Rohan, Vinay, Vinayak, Pravin, Abhishek, Tejas, Omkar	Situation handling – Staff Company employee	- Should Politics interfere with religion - China a potential threat to India
3 & 4	Rohit, Vikas, Vedant, Udhhav, Dheeraj, Shubham, Ninad, Shreyas, Aditya, Dhanraj, Siddhesh	T.V discussion	-Communal hatred brings downfall of a country - Are men better cooks than women
5 & 6	Prathamesh, Aadesh, Mihir, Aniket, Mohit, Kamlesh, Amit, Hitesh, Punit, Amar, Akash, Jayesh, Harshal, Akshay, Gaurav	Travel Agency	-Can India emerge as a super power in sports  - Are women safe in India?
7 & 8	Aniket, Vinay, Prajwal, Rohit, Chetan, Makarand, Barnali, Sumit, Shashi, Muskan, Pratibha, Atul, Rahul, Nachiket, Minal	T.V. Discussion	- Are women safe in India? Arab countries v/s U.S.A

### Division C- Mechanical

Group	Student name	Role Play	Presentation
1 & 2	Tushar, Varun, Prathamesh, Yash, Shubham, Rohan, Vinay, Vinayak, Pravin, Abhishek, Tejas, Omkar	Situation handling – Staff Company employee	- Should Politics interfere with religion - China a potential threat to India
3 & 4	Rohit, Vikas, Vedant, Udhhav, Dheeraj, Shubham, Ninad, Shreyas, Aditya, Dhanraj, Siddhesh	T.V discussion	-Communal hatred brings downfall of a country - Are men better cooks than women
5 & 6	Prathamesh, Aadesh, Mihir, Aniket, Mohit, Kamlesh, Amit, Hitesh, Punit, Amar, Akash, Jayesh, Harshal, Akshay, Gaurav	Travel Agency	-Can India emerge as a super power in sports  - Are women safe in India?
7 & 8	Aniket, Vinay, Prajwal, Rohit, Chetan, Makarand, Barnali, Sumit, Shashi, Muskan, Pratibha, Atul, Rahul, Nachiket, Minal	T.V. Discussion	- Are women safe in India? Arab countries v/s U.S.A



  
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### Division E- Computer

Group	Student name	Role Play ( situation)	Presentation
1 & 2	Pratik, Nishad, Aniket, Akshay, Dhruv, Vineet, Dhananjay, Sameer	T.V Discussion	- Should Politics interfere with religion
3 & 4	Rohit, Vikas, Vedant, Udhhav, Dheeraj, Shubham, Ninad, Shreyas, Aditya, Dhanraj, Siddhesh, Swapnil, Prashant, Siddesh, Nikhil, Suraj, Rishikesh	T.V discussion	-Communal hatred brings downfall of a country - Are men better cooks than women
5 & 6	Vrutik, Adarsh, Rohan N, Rohan S, Ujwal, Chetan, Prithiviraj, Sandeep, Sushant, Sarvesh, Akaaash, Shubham	Food Restaurant	-Can India emerge as a super power in sports  - Are women safe in India?
7 & 8	Aniket, Vinay, Prajwal, Rohit, Chetan, Makarand, Barnali, Sumit, Shashi, Muskan, Pratibha, Atul, Rahul, Nachiket, Minal	T.V. Discussion	- Are women safe in India? Arab countries v/s U.S.A



  
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**Students Activities & Tasks – Various moments- FE**



  
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**Class Group. Successful completion of the Skill Development program**



**Division A- Civil**



  
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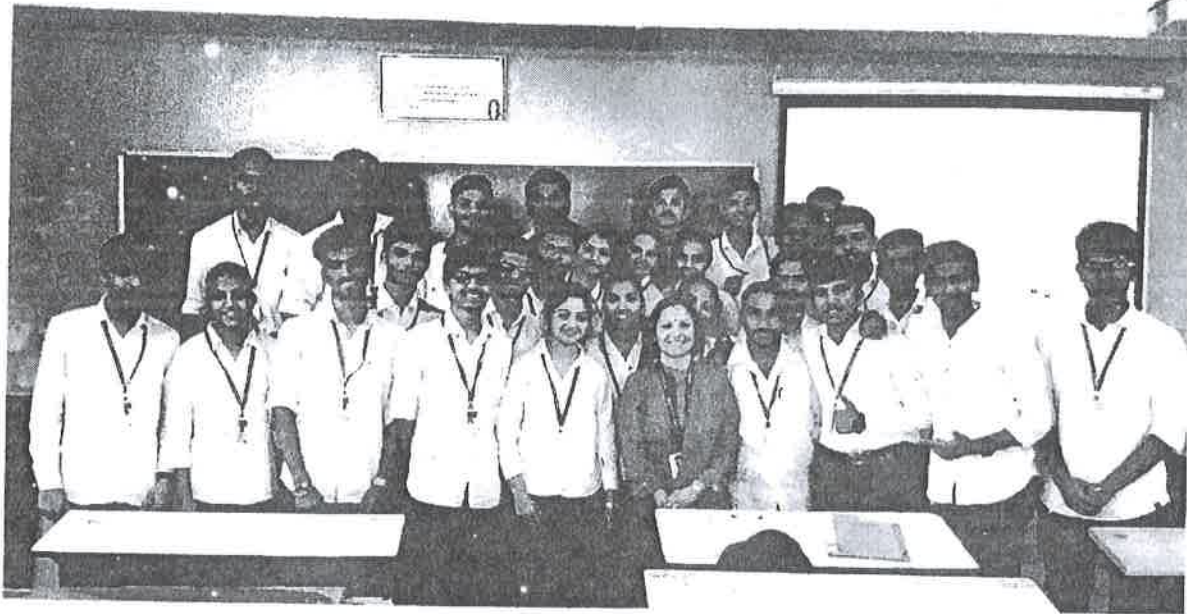


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**Division B- Civil**



**Division E- Computer**



**Division F- Information Technology**



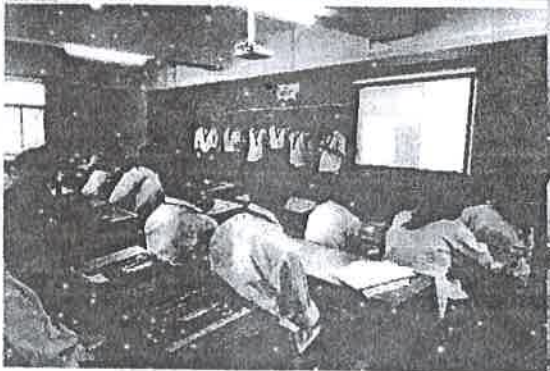
  
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WISDOM BEGETS KNOWLEDGE  
KNOWLEDGE BEGETS SKILL  
SKILL BEGETS EMPLOYMENT

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**Group task and Presentations - Some Moments - FE dept.**



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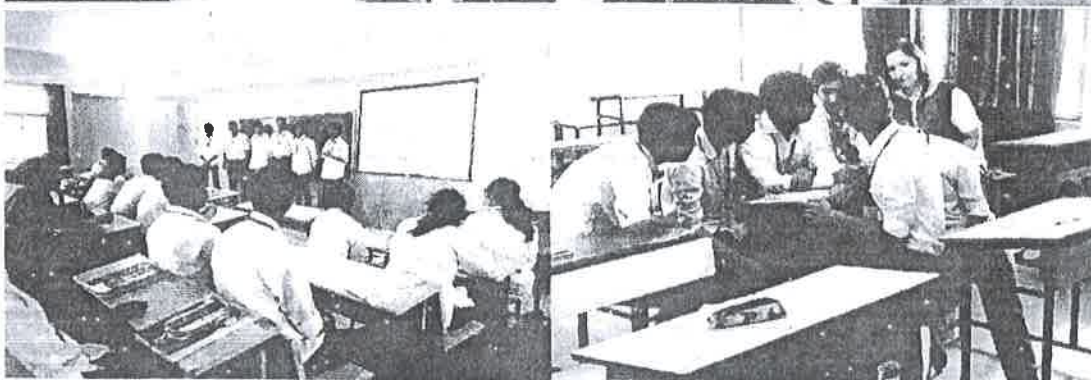
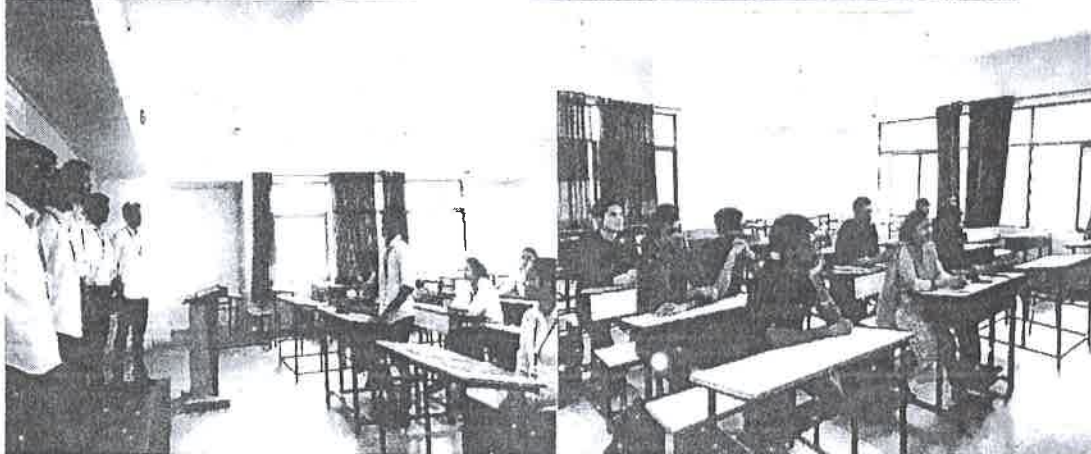


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**Group task and Presentations- Some Moments - FE dept.**



*[Signature]*  
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**Recommendations:**

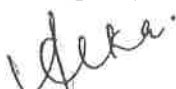
All details were shared and discussed with HOD madam, the class advisor and students, as & when required. However, as per the views shared:

- Modules may prove to be additionally beneficial if students are regular and the seriousness towards the cause is maintained. This would help in increased participation following a proper sequence
- As an option, a final sorted & selected list can be prepared for the students showing larger interest. This may avoid unnecessary peer pressures & disturbance to the ones interested, ensuring complete participation.
- It has been an enriching experience to train the young students.
- All the students, who attended the sessions, were enthusiastic and keen to improve and many of them have shown potential to go ahead successfully.

The 'NURTURE' Skill development program is a new step taken in the interest of our students.

Any new effort targeted towards learning and improvement of students takes an institute to the next level along with a scope for improvement. Hence, valuable views are most welcome.

With Regards,

  
Prof Alka Purohit

AP-CS  
Program Coordinator – 'NURTURE' Skill Development

  
Dr. Manjusha Deshmukh

Principal- SCOE

**Enclosures:**

- Attendance sheet
- Time table
- Sample 'Student – Nurture File'  
(Containing all concepts & tasks, test given)
- Sample-Activity sheets
- Soft copy of Nurture workshop pictures
- Student Feedback

  
20/12/18

All content above discussed with & handed over to the FE department.



  
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KHARGHAR, NAVI MUMBAI - 410210  
ACADEMIC YEAR 2015 - 2016


DEPARTMENT OF FIRST YEAR ENGINEERING DEPARTMENT


SEM - II 2017-2018

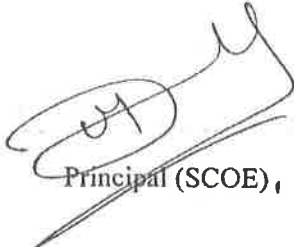
NURTURE'- SKILL DEVELOPMENT PROGRAM FEEDBACK

Sr.No.	DIV	No. of Students	Score (Out of 05)
1	A	26	4.64
2	B	23	4.79
3	C	18	4.78
4	D	20	4.61
5	E	29	4.72
Overall all Feedback			4.71

- Overall experience:
- 1) Confidence building
  - 2) Better communication
  - 3) Vocabulary building
  - 4) Team work learning
  - 5) Removed stage fear

  
Academic Co  
ordinator

  
HOD (FE)

  
Principal (SCOE),



  
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**'NURTURE' – Skill & Personality Development Program'**  
**Lecture & Workshop Report-2018-19**  
**Department Of Engineering Sciences & Humanities (FE) - All divisions**

**Foreword:**

**'NURTURE' - Skill & Personality development Program' covering the Communication, Personality development, Soft skill learning & corporate readiness' series was positively received.**

The modules covered a lot of student interaction, team activities, and professional communication aspects for personality development as well as inculcating basics for the preparation for placements and improving further prospects for employment of students.

**Preamble:**

**'NURTURE' program is an Add on course focused towards holistic development of students training & nurturing them through various capacities, via Soft skill& behavioral learning**

- The Focus is Personality development & corporate readiness of students, the training provided, helps them in self-analysis, understand areas of improvement and groom them to be professionally presentable.
- Students are guided towards enhancing their employability, increasing their chance of better placement, with training in soft skills, bridging the gap between the employer and the employee.
- It is dedicated towards providing focused assessing, counseling, mentoring to groom the 'Better to be the Best' and the 'Best to be Outstanding', right from the First Year.

**Modules & curriculum: (as per the schedule & Time table)**

- Introduction of Add-on course 'NURTURE' program
- Need & Benefits of the course
- Placement Process- Awareness
- Personality & body language
- Verbal Communication- English
- Role play and Communication activity- Group
- Verbal communication activity- Individual
- Grammar- English (Prepositions)
- Presentation Skill - Basics
- 'NURTURE' program – Test (Group task)
- Assessment, counseling & Feedback

**Mode of achievement and Methodology**

- All Divisions of First year covered individually
- Nurture Add-on modules teaching



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- **'NURTURE'- work sheets maintained by all the students, with all the concept details, Group task & Application activities**
- Soft skill concepts, Communication skill
- Individual & group activities
- Demo activity
- Work-shops & Seminars
- Role play activities
- Written documentation- work sheets, exercises
- Counseling and Feedback
- All the modules covered included maximum student interaction & participation along with discussion, Q & A on various topics during the sessions.

**'NURTURE' Add-on Program Outcome (PO):**

On successful completion of the learning, student will be able to-

- Gradually transform from being a student to becoming a professional.
- Focus on the personal & professional effectiveness, through good spoken language & etiquette.
- Adjust smoothly with confidence, whether coming from vernacular or any other medium.
- Develop individual ability
- Face challenges in today's dynamic and diverse Indian and Global culture.
- Build positive attitude and become ready for future tasks and responsibilities and employment

**Syllabus & Modules covered: Days- 04; Time duration: 02 hours daily**

Day-1/ Module	Day-2/Module	Day-3/ Module	Day-4/Module
Introduction- Skill Development Need & Benefits	Verbal communication	Presentation skill- Techniques & tips	Skill application class test
Personality development & understanding	Grammar & Communication activity	Group presentation & task	Group activity
Body language, Grooming & corporate etiquette	Group Task & Assessment	Current affairs, GK & social issues	Class discussion and Q & A on a topic
Class task	Feedback & Counseling	Class discussion	Counseling & Feed - back



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### Attendance Break-up- First Year

Division	Branch	Total Students	Average attendance (%)
A	Civil	75	78.06
B	Mech	65	75.38
C	Comp & Extc	66	70.45
D	IT & Auto	66	62.87

### Activity, Task & Assignment given:

1. Understanding personality
2. Areas of personality-improvement identified in the student
3. Individual communication & self-analysis activity
4. Role play activity (group) on topics given
5. Current affairs & latest national/ International events
6. Presentation- Different groups
7. Question & Answer on Grammar, self-analysis

### Impact of the program - Detail of Assessment conducted & Objective

#### 1. Self-analysis - All students

- Students asked to maintain task sheets to note the details for future reference
- Importance stressed upon regarding each topic of the workshop.
- Students identified and noted their weak areas and took to understanding their strengths and factors which will help in personality development etc.
- Assessment of each students' communication, body language, attitude via various Application activities with feedback


#### 2. Personality -Grooming, Body language, Non- verbal communication - All students

- Various aspects of personality explained
- Students made to understand personality in simple ways; with proper terminology
- They were given the task to identify the areas in their personality which required improvement
- Tips given to incorporate in daily life for better development of personality
- Importance of professional non-verbal & verbal communication in professional life

#### 3. Role play- Participating Groups & interaction with class

- Detail given to the students for the preparation for future placements.
- Importance of the task and topic explained, as a major stage for the selection/elimination of students in a competitive set-up along with the students of other colleges.



  
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**Recommendations:**

All details were shared and discussed with HOD and students, as & when required. However, as per the views shared:

- Modules may prove to be additionally beneficial if students are regular and the seriousness towards the cause is maintained. This would help in increased participation following a proper sequence
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Any new effort targeted towards learning and improvement of students takes an institute to the next level along with a scope for improvement. Hence, valuable views are most welcome.

With Regards,

*Alka Purohit*  
25/02/2019

Prof Alka Purohit

Program Coordinator  
'NURTURE'SDP'

*Sayali Choudhary*  
25/2/19

Dr. Sayali Choudhary

HOD - FE

*Manjusha Deshmukh*

Dr. Manjusha Deshmukh

Principal

**Enclosures:**

- Attendance sheet
- Time table
- Sample 'Student - Nurture work sheets' (Containing all concepts & tasks, test given)
- Sample-Activity sheets
- Soft copy of Nurture workshop pictures
- Student Feedback

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Saraswati College of Engineering  
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All content above discussed with & handed over to the FE department.



*Sayali Choudhary*  
14/8/19

*Manjusha Deshmukh*

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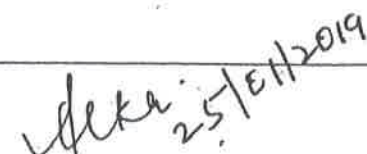
**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

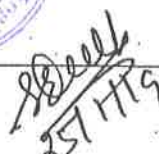
Department of Engineering Sciences & Humanities - 2018-19 DIV A- Civil - (Sample pictures)


Course completion class picture



  
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(Prog. Coordinator  
& In charge)

  
(HOD)

  
(Principal)

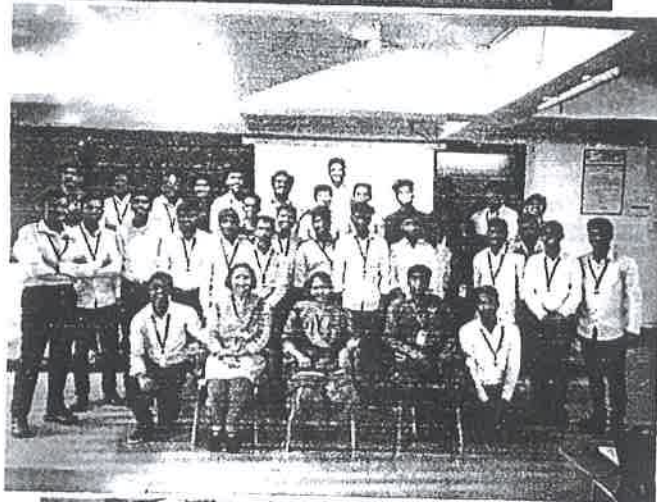
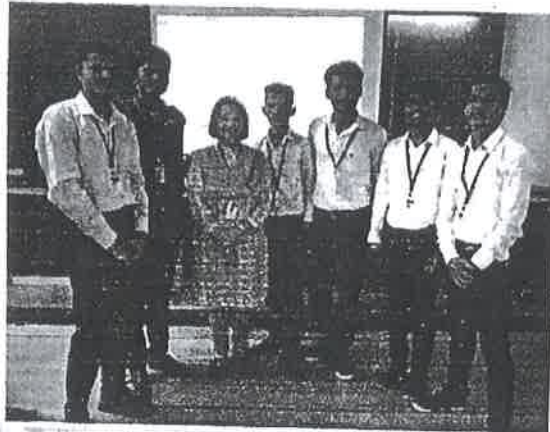



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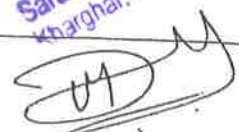
**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
Department of Engineering Sciences & Humanities - 2018-19 DIV B - Mechanical  
Performing Groups, Course completion - First year students (Sample pictures)



  
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*Utkarsh*  
01/02/2019  
(Program Coordinator  
& Incharge Faculty)

*Sheetal*  
1/2/19  
(HOD)

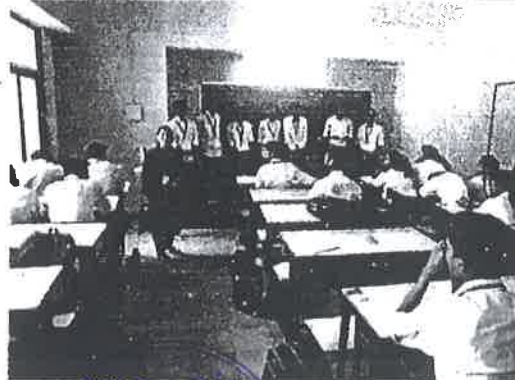
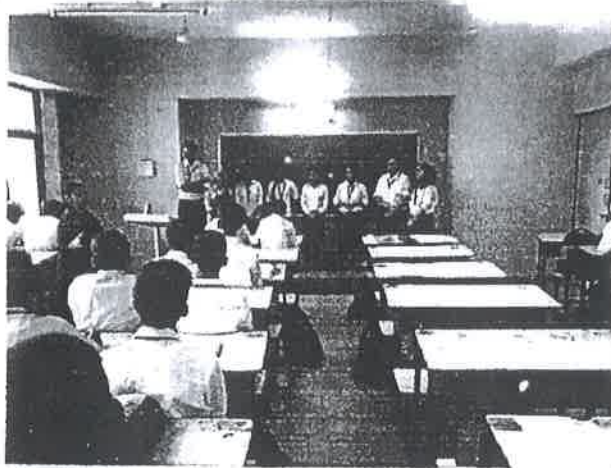
  
(Principal)



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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**  
**Department of Engineering Sciences & Humanities - 2018-19 DIV C – IT (Sample pictures)**  
**Role play, Q & A for First year students**



  
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*Alka*  
*06/02/2019*  
(Prog. Coordinator  
& Faculty Incharge)

*Sheel*  
*6/2/19*  
(MOD)

  
(Principal)



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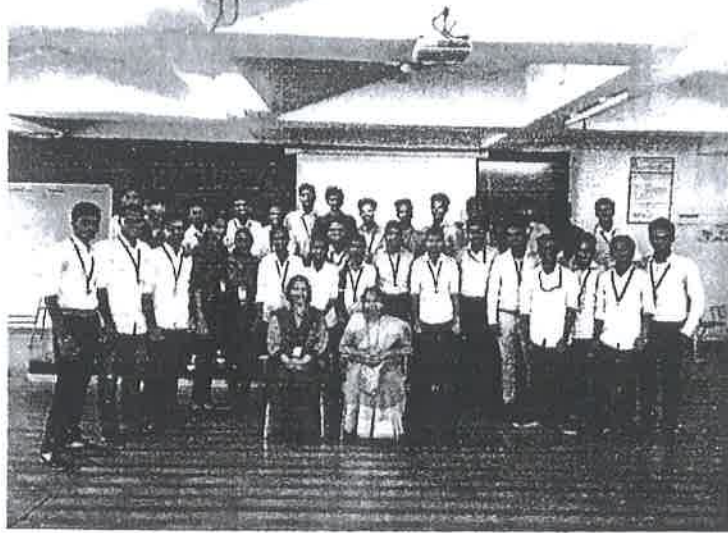
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

**Department of Engineering Sciences & Humanities - 2018-19 Div D**

**DIV C – Computer and Electronics & Telecommunication (Sample pictures)**


**Course Completion day First year students**



  
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*Deke*  
15/02/2019  
(Program Coordinator  
& Faculty Incharge)

*Sanku*  
15/2/19  
(HOD)

  
(Principal)



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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

**Department of Engineering Sciences & Humanities - 2018-19**

**DIV C – Computer & Electronics & Telecommunication (Sample pictures)**

**Concept building on Soft skills for First year students**



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*[Handwritten signature]* 06/02/2019  
( Program Coordinator  
& Faculty Incharge)

*[Handwritten signature]*  
6/2/19  
(HOD)

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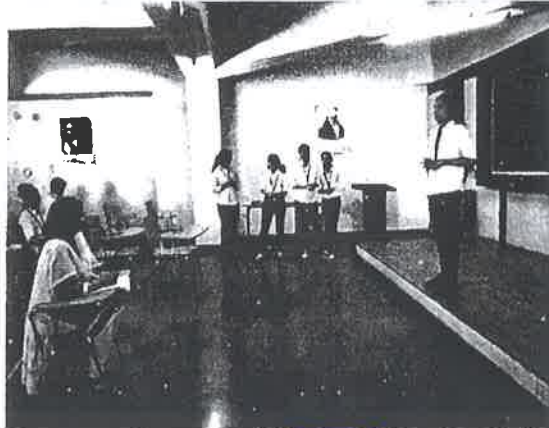
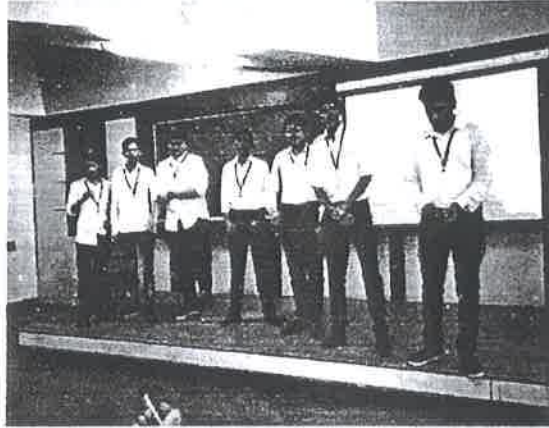
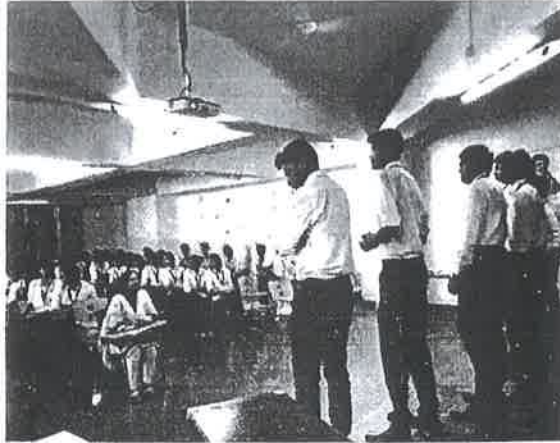
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**NURTURE SOFT SKILL & PERSONALITY DEVELOPMENT- COURSE/PROGRAM**

**Department of Engineering Sciences & Humanities - 2018-19**

**DIV C – Computer & Electronics & Telecommunication (Sample pictures)**

**Group task & Presentation for First year students**



  
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*Deke 06/02/2019*  
(Program Coordinator  
& Faculty Incharge)

*Deke*  
6/2/19  
(HOD)

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