



From 16th April
to 25th April, 2025

Dear Students,

Placement cell of Biswa Bangla Biswabidyalay is going to organize skill enhancement programme and will conduct a 21 hour training session for the benefit of your future employment possibilities, which will begin on April 16, 2025.

Skill enhancement programme consist of:

Life Skills - Compassion, Respect, Gratitude, Being a responsible global citizen.

Soft Skills - Grooming, Body language, Teamwork, Time management, Social manners, etc.

Communication Skills - Functional English and the ability to express themselves clearly in the Local language

Presentation Skills - Speaking clearly, coherently and confidently.

Interview Skills - Resume preparation, Interview questions, Mock interviews

All the participants will be awarded by the Certificate which will be essential at the time of job interview.

Who can do this training?

Any fourth semester student or pass-out student of Biswa Bangla Biswabidyalay can apply for this training.

The training will be provided free of charges.

Interested candidates should click the following link.

<https://docs.google.com/forms/d/e/1FAIpQLSdJTdxYlweIdEK9ciMiX7ZKkSOJivT7WLSX3zynIF3GUcYfmg/viewform?usp=dialog>

For any query contact Placement Officer, Dr. Md Adud, Mobile No-7384785918.

**Venue: Lecture Hall of School of Social Science and Humanities
Biswa Bangla Biswabidyalay
Bolpur, Birbhum, West Bengal, India.**

Framework for 21 hours - Offline Sessions

Programme Goal	1. To help students overcome their fear of speaking in English			
	2. To install confidence in students and make them socially aware and responsible citizens			
	3.To equip learners with the necessary skills and knowledge required to enhance their employability and succeed in the job force			
	4. To increase students employability quotient			
Day	Sl. No.	Session Title	Duration	Skill
16-04-25 1:30 pm-4:30 pm	1	Introduction	15 mnts	
	2	I am Unique	45 mnts	Life Skill
	3	Body Language & Professional Grooming	30 mnts	Soft Skill
	4	English - Language for Career	90 mnts	Communication Skill
17-04-25 1:30 pm-4:30 pm	5	Good health for good life	15 mnts	Life Skill
	6	Goal setting & Time Management	120 mnts	Soft Skill
	7	Job Opportunity	45 mnts	Interview Skill
21-04-25 1:30 pm-4:30 pm	8	Professional Communication	60 mnts	Communication Skill
	9	Digital Identity	30 mnts	Life Skill
	10	Professional Ethics	60 mnts	Soft Skill
	11	Money Management	30 mnts	Soft Skill
22-04-25 1:30 pm-4:30 pm	12	Interview Preparation 1	60 mnts	Interview Skill
	13	Critical Thinking	60 mnts	Life Skill
	14	Presenting a Project	60 mnts	Interview Skill
23-04-25 1:30 pm-4:30 pm	15	Problem Solving	90 mnts	Life Skill
	16	Group Presentation	90 mnts	Presentation Skill
24-04-25 1:30 pm-4:30 pm	17	Acing a Group Discussion	120 mnts	Interview Skill
	18	Conflict Management	60 mnts	Life Skill
25-04-25 1:30 pm-4:30 pm	19	Interview Preparation 2	150 mnts	Interview Skill
	20	Recap & Closing	30 mnts	