NEHRU COLLEGE OF MANAGEMENT
COIMBATORE

Nehru Gardens, Thirumalayampalayam post,
Coimbatore. 641105Telephone: 0422 227 0007
e-mail: ncmprincipal@nehrucolleges.com
website: www.ncmbschool.com

NAAC SSR CYCLE - II

Criteria –V

METRIC 5.1.2

STUDENTS SUPPORT AND PROGRESSION

Student Support

5.1.2 Capacity building and skills enhancement initiatives taken by the institution

5.1.2- Capacity building and skills enhancement initiatives taken by the institutioninclude for the year 2021-2022 include the following:

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Response: A. All the Above

1) Soft Skills & Communication Skills:
Trained by
Nehru Corporate Placement & Industrial Relations
Nehru Group of Institutions
Coimbatore

Title of the Course	Business Aptitude & Communication Skills I
Course Code	MBACS102
Semester & Year offered	I year /1 semester
Course / Session	30 hours /20 Sessions (90 minutes each)
Target Batches	First year MBA students (2021 Passing out batches)
Objectives of the Course	To train them on the conduct of group discussion and to make effective participation in any group discussion. To enable them to make a good contribution in any given topic on public speaking To hone their basic numeric and arithmetic aptitude To enlighten them on the basics of business communication like letter and Email writing. To help them prepare their resume for facing campus interview
Focused Skill Sets	Group discussion - Quantitative aptitude - Resume building - business communication

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Expected outcome	At the end of the course students must be able to make an appreciable attempt in any group discussion. They must be able perform fairly well in the aptitude and verbal preliminary rounds of the campus interview. Also they must be able to carry out formal business communication like job application, cover letter, and drafting professional email according to their needs.

Prerequisite	Nil
Course Coordinator	
Reviewer 1	
Reviewer 2	
Last Reviewed	October 3, 2019

Unit	Contents	Duration (Hours)
1	Introduction & Orientation Course introduction - Training expectations - Pre-assessment -MBPR10201 - MBPR10202	1.5
2	Speaking Skills Impromptu (JAM) - Public Speaking - GD Inputs - Mock GD	13.5
3	Business Aptitude Quantitative aptitude- Arithmetic reasoning- Data Interpretation - Assessments	7.5
Unit	Contents	Duration (Hours)
4	Verbal Aptitude Reading Comprehension - Essay writing - Business communication -letter & Email writing - Verbal Assessments - synonyms - Antonyms - sentence correction	4.5
5	Interview Skills Resume Building	1.5
6	Post Assessments MBPO10201 - Post Evaluation assessment - Feedback - Instructions regrading Followup training	1.5

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Session Details

Session	Topics	Unit
1	Expectation Gathering & Setting	1
2	Speaking Skills - Just a Minute	2
3	Speaking Skills - Public Speaking Input	2
4	Speaking Skills - Public Speaking	2
5	Speaking Skills - Public Speaking	2
6	Speaking Skills - GD Input	2
7	Speaking Skills - GD Input - (Case Based GD)	2
8	Speaking Skills - Mock GD	2
9	Speaking Skills - Mock GD	2
10	Speaking Skills - Mock GD	2
11	Business Aptitude - Quantitative aptidue	3
12	Business Aptitude - Quantitative aptidue	3
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

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12	Business Aptitude - Quantitative aptitude	3
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

List of Assessments			
S. no	Name of the Assessment	Content	Unit
1	MBPR10201	Pre Assessment - Aptitude	1
2	MBPR10202	Pre Assessment - Communication	1
3	MBUA10201	Assignment - Public Speaking	2
4	MBUA10202	Quiz - Group Discussion	2
5	MBUA10203	Quiz - Quantitative aptitude 01	3
6	MBUA10204	Quiz - Quantitative aptitude 02	3
7	MBUA10205	Quiz - Arithmetic Reasoning 01	3
8	MBUA10206	Quiz - Arithmetic Reasoning 02	3
9	MBUA10207	Quiz - Data Interpretation	3
10	MBUA10208	Quiz - Reading Comprehension	4
11	MBUA10209	Assignment - Letter Writing	4
12	MBUA10210	Assignment - Essay Writing	4
13	MBUA10211	Quiz - Verbal Aptitude 01	4
14	MBUA10212	Quiz - Verbal Aptitude 02	4
15	MBUA10213	Quiz - Email etiquette	4
16	MBUA10214	Quiz -Resume Building	5
17	MBPO10201	Post Assessment - Aptitude	6
18	MBPO10202	Post Assessment - Communication	6

Principal

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Learn English as it Comes

GRAMMAR BOX ENGLISH HUB

Dear Sir,

This is to inform you that GrammarBox English Hub, had trained the students of Nehru College Of Management, (1st MBA , 2ND MBA) on "Communicative English Training", and "Pre Placement Training" .

We trained 130 students, the commercials being Rs 750/ student for 30 hours.

The total cost to the training would be Rs 97500/-

Commencement of the training – 9th March

Concluded the Training – 13th April

We humbly request you to process the amount at the earliest.

Warm Regards

Maya Vinanth

CEO GrammarBox English Hub

Date : 16/04/22

GRAMMARBOX ENGLISH HUB (OPC) PRIVATE LIMITED
No 5 Maya Nivas, IInd Street, Meena Estates,
Sowripalayam Main Road, Sowripalayam
COIMBATORE - 641 028. TAMIL NADU. INDIA

17/05/22

Principal

Director

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Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Nehru College of Management Thirumalayampalayam Coimbatore-105

Dr. L. KARTHIKEYAN
B.Sc(Ag).,MBA.,PGDBF.,SET.,Ph.D
DIRECTOR - MBA
NEHRU COLLEGE OF MANAGEMENT
T.M.PALAYAM, COIMBATORE-641 105.

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GrammarBox English Hub is a place where all kinds of people flock in to learn English with much élan, and grace. We at GrammarBox English Hub cater to all aspects of Training that include –

- Spoken English
- Soft Skills
- Presentation Skills
- Personality Development
- Behavioral Training
- Interview Handling Techniques
- Time Management
- Stress Management
- Telephone Etiquette
- Email Etiquette

Objective of the Training:

To be successful at one's workplace it is needful for young, prospective job seekers to require the skills to speak and write in an effective and intelligible manner. Competence in written and oral presentations and the ability to work with others are the main factors contributing to the success in one's career. The current training program envisages the preparation of students to equip them to climb the corporate ladder.

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Soft Skills:

Soft skills complement a professional's hard skills. Interpersonal skills, communication skills, time-management, integrity, common sense, empathy, social skills, and teamwork are 'soft skills' that all organizations require of their employees these days.



Communication Skills

It's no secret that great communicati c n skills can help one succeed in any field. Afte all, man is a social animal and the ability to communicate with other people is one of the key skills that every successful person needs.

Presentation Skills

In the modern workplace, all of us have to give presentations – the key difference is between those who give good presentations and succeed, and those who do not. We at GrammarBox English Hub help our students to improve their presentation skills through a variety of novel training techniques.

Personality Development

Self-knowledge is the key to personality development:

- To be passionate about one's career
- To recognize one's weakness and strengths

Belief system is very important to enhance the Personality.

- What kind of beliefs are you holding about yourself and the work you do?
- Creating a positive belief system.

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Building holistic vision is required in Personality Development.

- Vision for intellectual growth, finances, health, relationships, spiritual, and social contribution.

Success formula for Personality Development.

- The power of strong intent, just not enough to create intent but live it and build it.

- How effort should lead to growth.

Handling negative emotions.

- One should handle negative emotions and try and convert these emotions to achieve positive results.

Preparation for the external world

- Self grooming. (Dressing up for different occasions', carrying oneself with confidence, social etiquette, body language, etc)

- Effective communication skills.

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The Modules that we at GrammarBox English Hub would like to inculcate are as follows:

LSRW

1. Listening

- What is Listening
- Importance of Listening
- Different types of Listening
- Playing audio Clips (Indian News Channels)

2. Speaking - Phonetics

- Articulation of sounds
- Stress
- Intonation

2a. Voice and Accent Training:

- Playing audio clips (News reading clips)
- Pronunciation of the Alphabet (Telephone Alphabet)
- Tongue Twisters
- Cecily Berry Exercises (Jaw Exercises)

3. Reading

- News Paper Reading
- Literature as a means of enriching one's linguistic competence

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4. Linguistic competence leading to communicative competence

- Phatic communion
- Registers – Use of language according to the use
- Collocation (Juxtaposition of words)
- Connotation (Subtle shades of meaning)
- Increasing vocabulary
- Idioms and Phrases

5. Writing

- Basics of Grammar
- Spelling
- Essay Writing
- Letter Writing
- Report Writing

6. Communication

- What is Communication?
- Importance of Communication.

1. Cognitive Learning
2. Creating Ideas
3. Sharing
4. Persuading

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- Different Types of Communication.

1. Verbal
2. Non –Verbal (Eye Contact, posture, avoiding mannerisms)

7. Personality Development

- Life Skills (Communication)

8. Assessments

- Extempore (Speeches)
- Group Discussions
- Role Play
- Paper Presentations
- Listening Skills to be tested (Playing the audio clip and questioning them from the clip)
- Mock Interviews

Director

Principal

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GRAMMAR BOX ENGLISH HUB

★ Certificate of Training ★

This is to certify that M.S. Mahalakshmi

of Nehru College of Management has successfully completed 30 hours of "Communicative English Training Program with Grammar box English Hub.

Director
MAYA
CEO GRAMMAR BOX ENGLISH HUB

Principal
Dr. R. Moses Daniel

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
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Nehru College of Management

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DEPARTMENT OF MANAGEMENT STUDIES

Revision: 00
Date: 03.03.22

Academic Year: 2021-2022 **Class Timetable: I MBA – B Section** **SEM: Second** **w.e.f: 07.03.2022**

DAY	09:30 – 10:20	10:20 - 11:10	Break 11:10 – 11:20	11:20 - 12:10	12:10 – 13:00	Lunch Break 13:00 – 13:45	13:45 – 14:25	14:25 – 15:05	Break 15:05 – 15:15	15:15 - 16.00
Mon	QT DVS	QT DVS		CC GB	CC GB		HRM SS	RM PS		Club Activity
Tue	FM BRM	FM BRM		MM EM	HRM SS		RM PS	OM SRS		Club Activity
Wed	OM SRS	QT DVS		CC GB	CC GB		CAM SRS	MM EM		Club Activity
Thu	FM BRM	FM BRM		OM SRS	HRM SS		RM PS	CAM SRS		Club Activity
Fri	OM SRS	MM EM		CC GB	CC GB		Library BRM	CAM SRS		Club Activity
Sat	QT DVS	Mentor		CA BRM	CA BRM		AL AF	Library BRM		Club Activity

Abbreviation	Name of the Subject	Initials	Name of the Faculty
OM	Operations Management	SRS	Mr. S.R Sathyanarayanan
MM	Marketing Management	EM	Dr. E. Muthukumar
FM	Financial Management	BRM	Mr. B.R. Manoj Kumar
HRM	Human Resource Management	SS	Ms. S. Sreeja
QT	Quantitative Techniques	DVS	Mr. D. Victor Seelan
RM	Research Methods in Management	PS	Mr. P. Sivakumar
CAM	Computer Application in Management using SAP	SRS	Mr. S.R Sathyanarayanan
CA	Credit Analysis	BRM	Mr. B.R. Manoj Kumar
Library	Library	BRM	Mr. B.R. Manoj Kumar
CC	Communication Class	GM	Grammar Box
Mentor	Mentor	AF	All Faculty
AL -1	Activity Learning	AF	All Faculty
Club Activity	Club Activity	AF	All Faculty

Time Table in-charge Time Table Coordinator Director Principal

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DEPARTMENT OF MANAGEMENT STUDIES

Revision: 00
Date: 03.03.22

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Academic Year: 2021-2022 Class Timetable: II MBA SEM: Fourth w.e.f: 07.03.2022

DAY	09:30 – 10:20	10:20 - 11:10	Break 11:10 – 11:20	11:20 -12:10	12:10 – 13:00	Lunch Break 13:00 – 13:45	13:45 – 14:25	14:25 – 15:05	Break 15:05 – 15:15	15:15 - 16.00
Mon	SRM RMD/ SRS	SRM RMD/SRS		CC GB	CC GB		F – BRM BRM / MR- RM RK	HRM-LW SS		Club Activity
Tue	F - IFM EM / MR - SM RK	L –SMMI RK		SRM RMD/ SRS	SRM RMD/SRS		F – BRM BRM / MR- RM RK	HRM-ED PS		Club Activity
Wed	L-SCM LK	F - IFM EM / MR - SM RK		CC GB	CC GB		L –SMMI RK	HRM-LW SS		Club Activity
Thu	HRM-LW SS	HRM-ED PS		L-SCM LK	F – BRM BRM / MR - RM RK		F - IFM EM / MR - SM RK	L –SMMI RK		Club Activity
Fri	F – BRM BRM / MR - RM RK	HRM-LW SS		CC GB	CC GB		L-SCM LK	HRM-ED PS		Club Activity
Sat	HRM-ED PS	F –IFM EM / MR - SM PK		L-SCM LK	TEM RK		L –SMMI RK	Library		Club Activity

Abbreviation	Name of the Subject	Initials	Name of the Faculty
SRM	Strategic Management	RMD/SRS	Dr. Moses Daniel / Mr. S. R Sathyanarayanan
HRM – LW	Labour welfare	SS	Ms. S. Sreeja
HRM – ED	Employee Development	PS	Mr. P. Sivakumar
F – IFM	International Finance Management	EM	Dr. E. Muthukumar
F – BRM	Banking Risk Management	BRM	Mr. B.R. Manoj Kumar
MR – RM	Retail Management	RK	Mr. R Koushik
MR – SM	Service Marketing	RK	Mr. R Koushik
L – SCM	Global supply Chain Management	LK	Dr. L. Karthikeyan
L – SMMI	Shipping Management & Marine Insurance	RK	Mr. R Koushik
TEM	Technology Empowered Marketing	RK	Mr. R Koushik
CC	Communication Class	GM	Grammar Box
LIBRARY	LIBRARY	SS	Ms. S. Sreeja

Time Table in-charge

Time Table Coordinator

Director

Principal

Dr. R. Moses Daniel MBA.,Ph.D., P
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List of Student Attended-Grammar Box English Hub for the Academic Year 2021-2022
MBA I

S.no	Name of the Student	Signature
1	ABIMANYU T	
2	ABINESH M	
3	AJAY K B	
4	AJAY SANKAR S	
5	AJITHKUMAR S	
6	AKHIL K J	
7	AKSHAY M	
8	AKSHAY S R	
9	AMAL K DAS	
10	ANJIL K S	
11	ANUDHARA K H	
12	ANURAG A	
13	ARTHER BOSEN B S	
14	ARUN V S	
15	ASHWIN UNNI	
16	ASWATHI	
17	ASWIN N C	N. C. Aswin
18	ATHIRA J	
19	AYSHA SAHLA P	
20	BALA CHANDAR L	
21	BASIL BINU	
22	BHARATHKUMAR K	
23	BHARATHI S	
24	BIVIN PRASANTH S	
25	BRAMIINGTAN B	
26	DASWIN A	
27	DAWOOD HUSSAIN A	
28	DINESH R	
29	ENNISAI SELVAN B	
30	FLEXIA B L	
31	FRAN BENNAHIN W	
32	GNANAYOGAN R.S	
33	GOKULNATH V	
34	GOKULAKRISHNA P	

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35	GOPI A	
36	GOPIKA T K	
37	GOWTHAM P	
38	HARIHARAN S	
39	HARIPRAKASH M	
40	HARITHA M	
41	ISWARYA V	
42	JEFFY JOY	
43	JOSEPH DANIEL S	
44	KANNAN S	
45	KARTHIKEYAN M	
46	KAVIPRIYAL. K	
47	KIRAN S	
48	KISHORE S	
49	LAWRANCE SOLOMON D	
50	MAHALAKSHMI R	
51	MANIKANDAN A	
52	MIDHUN K	
53	MOHAMED FASAL	
54	MOHAMED IBRAHIM S	
55	MOHAMED SAMEER M	
56	MOHAMMED LAZIM M	
57	MONISH KUMAR R	
58	MUHAMED ASHIF P K	
59	NAIR SREEJESH SOMASUNDARAN	
60	NAVEEN BALAJI M	
61	NIMAL A L	
62	NISHANTH K	
63	OMNATHAN P	
64	PANGATHODI ABUTHAHIR SHAFEER ALI	
65	PRADEEPA S	
66	PRAKASH A	
67	PREM RAJ T	
68	RAJARAM R	
69	RAJU G	
70	SAJITHRA RAJAN	
71	SAKTHIVEL M	
72	SANJAY RAGUL K T	
73	SARAN KUMAR I	
74	SARATH N	
75	SATHEESH N	
76	SHAIK ABDUL KADER FAHMI J M	

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77	SHARAN E S	
78	SREELAKSHMI	
79	SRIMAN S	
80	SRUTHI PRIYA S	
81	SUBASH J	
82	SUBASH S	
83	SULTHAN MOIDUNNY	
84	SURYA K S	
85	SWAMINATHAN R	
86	SEYED MOHAMED BUHARY M M	
87	TAMILKUMARAN. S	
88	THIYAGARAJAN M	
89	THOUFEEK K	
90	VAIRAVADAS R	
91	VAISAKH R	
92	VANIYARAJ S	
93	VETRI MANIKANDAN V	
94	VIDHU KRISHNA	
95	VIPIN P	
96	VIVEK S	
97	YADHUKRISHNA M V	
98	YOGESH M	

Class Advisor

Director

Principal

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List of Student Attended-Grammar Box English Hub for the Academic Year 2021-2

MBA II

S.No	Name of the Student	Signature
1	ABHIJITH KRISHNAN J	
2	ADNAN KABEER PUZHANGARA	
3	AISWARYA. G	
4	AJAY S	
5	ANJANA MURALI	
6	ARJUN M	
7	ARUN K S	
8	BHARATH GOKUL R	
9	BINOBA V	
10	CLIVIA EWLYN CLINTON	
11	DELISHIYARANI R	
12	DIVYA SAGARI M	
13	DRISHIYAA M	
14	GADHA G	
15	GOKUL K	
16	GOKUL PRASATH K	
17	HAJA NOORUL AKTHAR M	
18	INDHU MATHI S	
19	JAIDEV ARAVIND	
20	JISHNU M	
21	KARTHIK M	
22	KAVITHA G	
23	KEZIAH MARIA JOHN	
24	KIRUBA SHANKAR N	
25	LAKSHMI V R	
26	LORDWIN MODUTHAM	
27	NAVEEN M	
28	NIDIYA BHASKARAN	
29	PRADHEEP S	
30	PRAVIN KUMAR M	
31	PREETHI JENIFER	
32	PREETHI VARDHINI A	
33	RAM PRASAND KANNAN S	
34	RESHMI.K	

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35	SANA K.S.	
36	SELVAKUMAR R	
37	SHREYAS SUMESH MENON	
38	SNEHA E	
39	SOUNDARYA.S	
40	SREE LAKSHMI C P	
41	SRUTHI K B	
42	SRUTHY V	
43	SURESH KRISHNAN B	
44	SURYA R	
45	SUVITHRA A	
46	THUSHARA R	
47	UNNIMAYA K P	
48	VASUKI A	
49	VIDHUN R S	
50	VIJAY	
51	VISHVA P	
52	SUCHEENDRANATHAN R	

Class Advisor

Director

Principa
Dr. R. Moses Daniel MBA
Princip
Nehru College of
Nehru Ga
Thirumalayan
Coimbatore -

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Coimbatore - 641 105.

DEPARTMENT OF MANAGEMENT STUDIES

Revision: 00
Date: 03.03.22

Academic Year: 2021-2022 **Class Timetable: II MBA** **SEM: Fourth** **w.e.f: 07.03.2022**

DAY	09:30 – 10:20	10:20 - 11:10	Break 11:10 – 11:20	11:20 -12:10	12:10 – 13:00	Lunch Break 13:00 – 13:45	13:45 – 14:25	14:25 – 15:05	Break 15:05 – 15:15	15:15 - 16.00
Mon	SRM RMD/ SRS	SRM RMD/SRS		CC GB	CC GB		F – BRM BRM / MR- RM RK	HRM-LW SS		Club Activity
Tue	F - IFM EM / MR - SM RK	L –SMMI RK		SRM RMD/ SRS	SRM RMD/SRS		F – BRM BRM / MR- RM RK	HRM-ED PS		Club Activity
Wed	L-SCM LK	F - IFM EM / MR - SM RK		CC GB	CC GB		L –SMMI RK	HRM-LW SS		Club Activity
Thu	HRM-LW SS	HRM-ED PS		L-SCM LK	F – BRM BRM / MR - RM RK		F - IFM EM / MR - SM RK	L –SMMI RK		Club Activity
Fri	F – BRM BRM / MR - RM RK	HRM-LW SS		CC GB	CC GB		L-SCM LK	HRM-ED PS		Club Activity
Sat	HRM-ED PS	F –IFM EM / MR - SM PK		L-SCM LK	TEM RK		L –SMMI RK	Library		Club Activity

Dr. L. Moses Daniel, MBA., M.B., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Abbreviation	Name of the Subject	Initials	Name of the Faculty
SRM	Strategic Management	RMD/SRS	Dr. Moses Daniel / Mr. S. R Sathyanarayanan
HRM – LW	Labour welfare	SS	Ms. S. Sreeja
HRM – ED	Employee Development	PS	Mr. P. Sivakumar
F – IFM	International Finance Management	EM	Dr. E. Muthukumar
F – BRM	Banking Risk Management	BRM	Mr. B.R. Manoj Kumar
MR – RM	Retail Management	RK	Mr. R Koushik
MR – SM	Service Marketing	RK	Mr. R Koushik
L – SCM	Global supply Chain Management	LK	Dr. L. Karthikeyan
L – SMMI	Shipping Management & Marine Insurance	RK	Mr. R Koushik
TEM	Technology Empowered Marketing	RK	Mr. R Koushik
CC	Communication Class	GM	Grammar Box
LIBRARY	LIBRARY	SS	Ms. S. Sreeja

Time Table in-charge

Time Table Coordinator

Director

Principal

Dr. R. Moses Daniel MBA.,Ph.D., PGDCA.,PG
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
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Nehru Gardens, Thirumalayampalayam Post, Coimbatore - 641 105.

Two days' Workshop on Art of Living (08.12.2021 & 09.12.2021)

Living in the Present and being happy at all times is the need of the hour. This helps in balancing the wheel of life. The college looks into various dimensions of life and prepares the students to enrich in their spiritual, physical, mental and intellectual quotients. To emphasize this, two days workshop on Art of Living in association with Esha Yoga Center, Coimbatore was organized for the students who were the beneficiaries.

Outcome of the Event:

The students understood the meaning of life and how to live a peaceful and happy life even in turbulent times. They could also understand how to be poised in difficult situations.





Principal

Dr. L. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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Coimbatore - 641 105.

Ref.No: NCM/GEN/077/02/2022 Date: 10.02.2022

From

Dr.M.Sengaliappan
Associate Professor & Head -MCA
Nehru College of Management
Coimbatore-641 105.

To

The CEO & Secretary
Nehru Group Institutions
Coimbatore-641008

Through

The Principal
Nehru College of Management
Coimbatore

Respected Sir,

Sub: Requesting permission to conduct Three days Workshop on "Web Development" for MCA students- reg.

The Department of Computer Applications proposed to organize 3 days workshop on "Web Development using PHP and MySQL" for the I, II and III MCA students from 09/03/2022 to 11.03/2022 through offline mode. The students will be enriched with knowledge and get benefited through this workshop. With regard to this, we request you to kindly permit us to conduct the workshop and also to sanction the proposed budget for the same. The proposed budget is enclosed for your kind perusal.

Thanking you

Yours faithfully

10/2/2022

(Dr.M.SENGALIAPPAN)

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Forwarded	Approved	Not Approved

Sanctioned	Not Sanctioned

PRINCIPAL
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105

SECRETARY

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DEPARTMENT OF COMPUTER APPLICATIONS

THREE DAY WORKSHOP ON WEB DEVELOPMENT USING PHP AND MySQL

9TH MARCH 2022 TO 11TH MARCH 2022

Proposed Budget

1. Resource Person	-	Rs 18,000
2. Flex Printing	-	Rs 1,000
3. Bouquet	-	Rs 300
4. Tea & Snacks (67 students x 3 days x Rs 20)	-	Rs 4020
5. Guest Refreshment	-	Rs 600
6. Lunch for 4 person (Rs.500 x 3 days)	-	Rs 1500
7. Miscellaneous	-	Rs 1000
	Total	Rs 26,420

Dr.M.Senguttuvan,
Associate Professor & Head -MCA,
Nehru College of Management,
Coimbatore.

Dr. R. Moses Daniel MBA., PH.D., PGDCA.,
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
Principal
Nehru College of Management
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Coimbatore - 641 105

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"Nehru Gardens",Thirumalayampalayam coimbatore-641 105.

Department of Master of Computer Applications

Organize

Three days workshop

on

"Web Development Using Php and Mysql"

Resource Person

Matheiyarashshan.T M.tech(It)

WEB & MOBILE APP DEVELOPER

ACCENT TECHNO SOFT

Organizer	Convener	Patron	Chief Patron
A.Nandhini	Dr.M.Sengaliappan	Dr.R.Moses Daniel	Dr.P.Krishna Kumar
Asst.prof-MCA	HOD-MCA	Principal	CEO & Secretary

Date:10.03.2022-14.03.2022| Venue:I-MCA Class Room

NEHRU GROUP OF INSTITUTIONS
TAMILNADU • KERALA
ISO 14001:2004 CERTIFIED INSTITUTIONS

https://mail.google.com/mail/u/0/#inbox/FMfcgzGmvTvCmVRvjTmHHNVKLJZGKqrM?projector=1&messagePartId=0.1

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
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Coimbatore - 641 105.

Web Development using PHP & Mysql

AGENDA

Date: 10.03.22 – 14.03.22

Venue: I MCA Class Room

10.00 AM Day 1	Prayer Song	Ms. Swernamalega S I MCA Nehru College of Management
10.05 AM Day 1	Welcome Address	Mr. Hariharan M I MCA Nehru College of Management
10.10 AM Day 1	Presidential Address	Dr. R. Moses Daniel Principal Nehru College of Management
10.20 AM Day 1	Chief Guest Introduction	Dr. M. Sengaliappan HoD-MCA Nehru College of Management
10.30 AM Day 1, 2,3	Technical session	Resourse person Mr. T Matheiyarashshan. M.TECH IT WEB& MOBILE APP DEVELOPER Accent Techno Soft
Day 3	Attendance and Feedback	
Day 3	Vote of Thanks	Ms. Chandini Sanofer I MCA Nehru College of Management

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

NEHRU COLLEGE OF MANAGEMENT

(AN ISO 9001 : 2000 CERTIFIED INSTITUTION)
[Approved by AICTE, New Delhi & Affiliated to Bharathiar University], Coimbatore
E-mail : ncm@nehrucolleges.com Website : www.nehrucolleges.com

Dr. R. Moses Daniel, MBA, Ph.D., PGDCA. PGDIB.
Principal

Ref: NCM / PRESS /002/03/2022 15.03.2022

PRESS REPORT

The Department of Computer Applications of Nehru College of Management organized three days Workshop on **"Web Development using PHP and MySQL" on 10.03.2022, 11.03.2022 and 14.03.2022** in campus. Mr. T. Matheiyarashshan M.Tech IT, Web and Mobile App Developer from Accent Techno Soft, Coimbatore was the resource person. On day one the workshop was inaugurated by Principal Dr. R. Moses Daniel and Chief Guest was introduced by Head of the Department Dr. M. Sengaliappan. The session began with basic concepts of PHP with practicals. The Second day session began with Scripting, accessing MySQL practicals. The third day began with full practicals with Connectivity of MySQL. Students attended three days workshop with involvement and they gained knowledge in PHP and MySQL. On final day Ms. Chandini Sanofer, I-MCA delivered vote of thanks. Nearly 50 students got benefited through this workshop and certificates were issued to students on the final day.

15/03/22

PRINCIPAL

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA., PGDIB
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

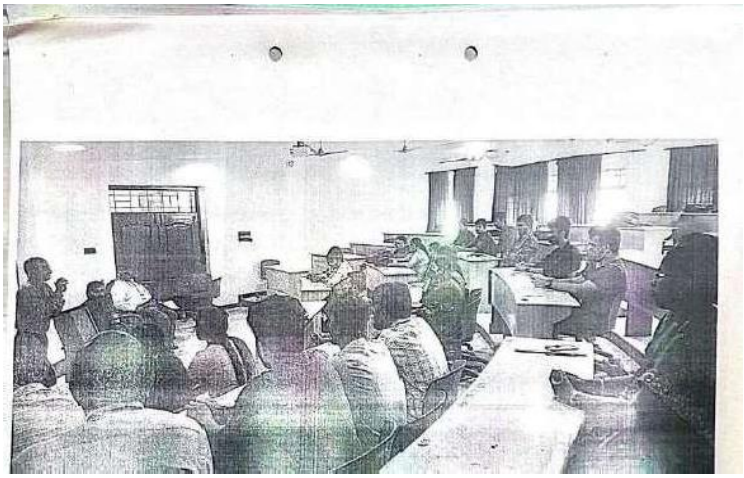
Corporate Office :
451-D, Nehru College Campus,
Kuniamuthur, Coimbatore - 641 008.
Phone : 0422 - 2251148, 2252402 Fax : 0422 - 2251147

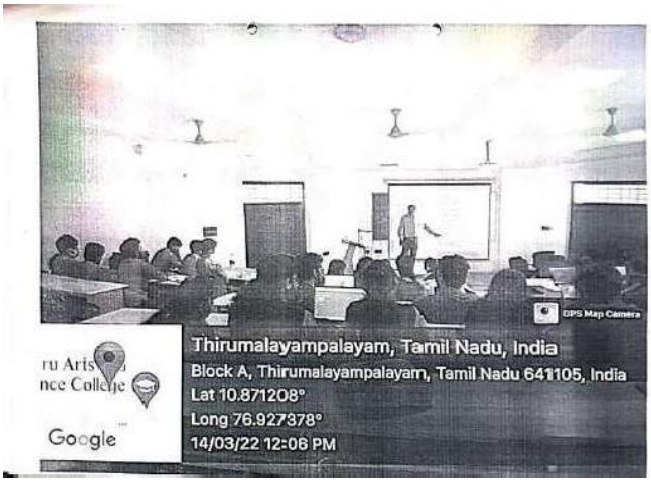
College Campus :
"Nehru Gardens" T.M.Palayam (Post),
Coimbatore - 641 105.
Phone : 0422 2623610

https://mail.google.com/mail/u/0/#sent/KtbxLvqwzhshzDdHkMtskBbnlHJgGFGJL?projector=1&messagePartId=0.1

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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Dr. I. Moses Daniel, MBA., Ph.D., PGDCA
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Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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Coimbatore - 641 105.

NCM

In Association with

ACCENT TECHNO SOFT
Quality Matters...

An ISO 9001:2015 Certified

CERTIFICATE

This is to certify that VENKATESH A

of III B.Sc (CS) has successfully completed the five days Workshop on " **Web Development Using PHP/MySQL**" from 10-03-2022 ,11-03-2022 and 14-03-2022 to 16-03-2022 conducted by Accent Techno Soft.

Mr.Santhosh Kumar . K
Technical Head
Accent Techno Soft
Coimbatore

Dr.M. Sengaliappan
HoD-MCA
NCM

Dr. R. Moses Daniel
Principal
NCM

https://mail.google.com/mail/u/0/?ik=bcc1e1e1e1&view=att&th=17f...

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA ,
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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ACCENT TECHNO SOFT
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An ISO 9001:2015 Certified

CERTIFICATE

This is to certify that KESAVAN K of I MCA has successfully completed the five days Workshop on "Web Development Using PHP/MySQL" from 10-03-2022 ,11-03-2022 and 14-03-2022 to 16-03-2022 conducted by Accent Techno Soft.

Mr.Santhosh Kumar . K
Technical Head
Accent Techno Soft
Coimbatore

Dr.M. Sengaliappan
HoD-MCA
NCM

Dr. R. Moses Daniel
Principal
NCM

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
Principal
Nehru College of Management
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DEPARTMENT OF MCA

Summary report on Workshop – Web Development using PHP and MySQL

The Department of Computer Applications of Nehru College of Management organized three days Workshop on "Web Development using PHP and MySQL" on 10.03.2022, 11.03.2022 and 14.03.2022 in campus. Mr. T. Matheiyarashshan M.Tech IT, Web and Mobile App Developer from Accent Techno Soft, Coimbatore was the resource person. On day one the workshop was inaugurated by Principal Dr. R. Moses Daniel and Chief Guest was introduced by Head of the Department Dr. M. Sengaliappan. The session began with basic concepts of PHP with practicals. The Second day session began with Scripting, accessing MySQL practicals. The third day began with full practicals with Connectivity of MySQL. Students attended three days workshop with involvment and they gain knowlegde in PHP and MySQL. Nearly 50 students got benefited through this workshop and certificates were issued to students on the final day.

HoD-MCA

Principal

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

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Coimbatore - 641 105.

Three Days Workshop on "Web Development using PHP and MySql"

Date: from 10/03/2022 To 14/03/2022
Venue: I MCA class room

Participants List

S. No.	Name In BLOCK Letter	Course	Year of study	Phone No.	Address	College Name	Day 1 Signature	Day 2	Day 3
1	SREEHARI SUDHAKARAN	Bsc. CS	3rd Year	9061192002	Kunuvanparambil (Ho) Vavakkad Palakkad	NASC			
2	SAMYUKTHA PS	BSC.CS	3rd Year	8220484550	Sundakamuthur Kuniyamuthur Cbe	NASC			
3	MEGHA KRISHNA.C	Bsc.CS	III rd year	8606369650	chermankottil house Sreekrishnapuram, palakkad	NASC			
4	ABINAYA. K	BSC. CS	III rd year	6383522280	Mandrampalayam, vadasithur(Po), Kinathukadavu	NASC			
5	ABIRAMI. M	BSC. CS	III rd year	9150795091	Andipalayam, Kinathukadavu, coimbatore	NASC			
6	ABIJITH. M	BSC CS	III rd year	8903138168	100.17 Green Apt, Pachapalayam, Coimbatore	NASC			
7	Bhuvaneshwari. M	BSC. CS	III rd year	9360730038	15/333 A, Om Parasakthi Nagar, Kalapatti, Kaduttara Coimbatore	NASC			
8	ANJALI. S	BSC. CS	III rd year	9597661510	109/34C, HGR Nagar, Hariathan road Coimbatore - 2, Ondipudur (P)	NASC			
9	Jayavanthan. K	Bsc. CS	III rd year	7373911414	13-166, Kalaipatti, Jalarpatti (P.O), Salem (D.T)	NASC			
10	Rangasri. M	B.com.E-com	III rd year	9361397453	Palathurai, Perumbalai, Coimbatore - 641105	NASC			
11	Lavanya. R.	B.com.E-com	III rd year.	8220608461	2/30C palani aandavar, kovilpalayam, Ellimadai	NASC			

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
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							Day1	Day2	Day3
12	RADHIKA. N	B.Com E.com	3rd year	8220029422	19/ Nadu Aalayam Singanallur Pallayam Kinathukadavu	NASC			
13	NIVETHA. R	B.Com I.T	3rd year	9384507625	3151A, Sulthanpet Sulur	NASC			
14	BUVANESWARI.S	B.Com. I.T	3rd year	7867081756	83/3 Ramalan 2nd St. Ukkadam, Cbe	NASC			
15	BARATH. A.S	B.COM BANKING	3rd Year	9150204105	3(1) Bharathiyar nagar vellingadu, Tirupur-4	NASC			
16	BHARATH. K.	B.COM BANKING	3rd Year	9688121511	2/93, Pulari Andavarkoil St, Nadupalayam, Peedampalli (Po) Sulur (Tk) CBE-641016	NASC			
17	THARANEESH.A	B.ComCA	3rd year	7010614563	10/51 MGR NAGAR ANNAMALAKURICHI, POLLACHI	NASC			
18	MOHAN RAJ. P	B.COM CA	3rd year	9688022396	3/65 old post office Street, V.kaliapuram	NASC			
19	ARUNDHATHI. T	BSC CS	3rd year	9360661701	Saravana kounder street, kunchipalayam, Pollachi	NASC			
20	ARUN PRASATH.S	BSC CS	3rd year	7010086164	4 KNR Street, Jamin uthukuli Pollachi	NASC			
21	HANISHA. S	BSC. CS	3rd year	7708168906	42/2 Subramaniakonar. Layout Pothanur CBE	NASC			
22	VENKATESH.A	BSC.CS	3rd year	8072967285	2/71 East Street Pillaiyarnatham Dindigul Batlagundu	NASC			
23	Mohamed ANASKHANM	B/c.cs	3rd year	6381919511	47/1P rani larva street, Coimbatore	NASC			
24	Bragadeeswaran. M	BSC CS	3rd year	7539935811	55 Brayant Nagar 12th Street middle Thoothukudi	NASC			

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
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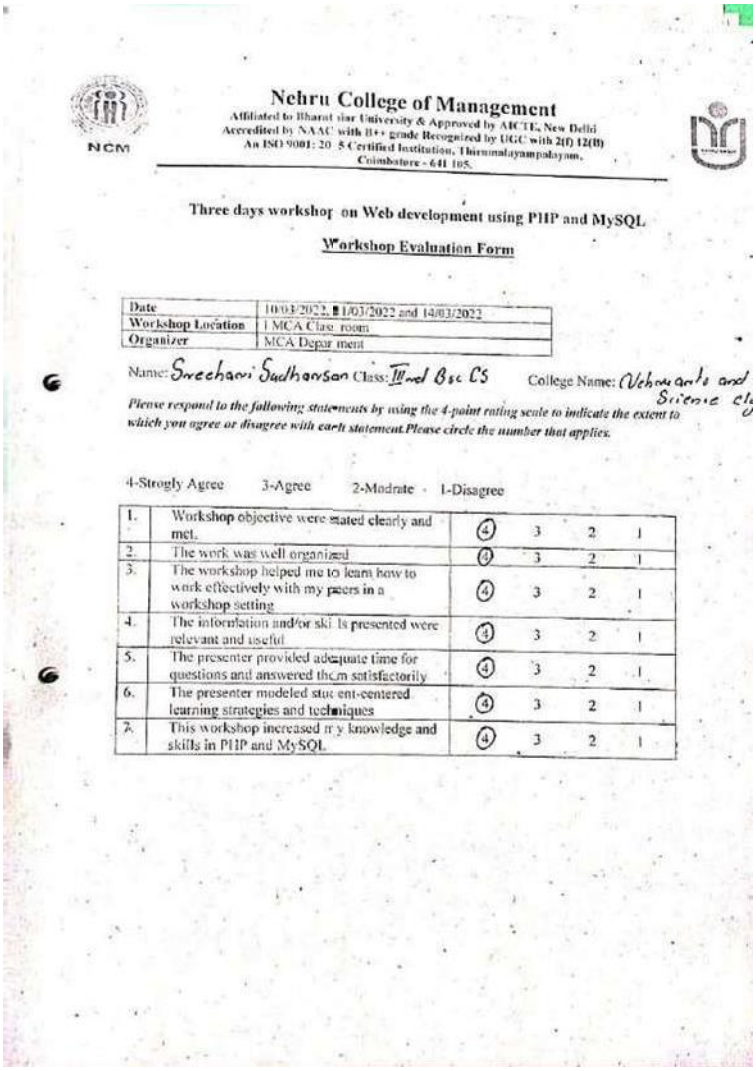
Three Days Workshop on "Web Development using PHP and MySql"

Date: from 10/03/2022 To 14/03/2022 Class: II MCA
Venue: I MCA class room

Participants List

S.No	Reg.No	Student Name	Day 1	Day 2	Day 3
1	2038M0016	Anjal A			
2	2038M0030	Naveen N			

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
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Coimbatore - 641 105.

NCM

Three days workshop on Web development using PHP and MySQL

Workshop Evaluation Form

Date	10/03/2022, 11/03/2022 and 14/03/2022
Workshop Location	I MCA Class room
Organizer	MCA Department

Name: Sreehari Sudharsan Class: II nd Bsc CS College Name: Vellalar and Science Co

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4-Strogly Agree 3-Agree 2-Modrate 1-Disagree

1.	Workshop objective were stated clearly and met.	(4)	3	2	1
2.	The work was well organized	(4)	3	2	1
3.	The workshop helped me to learn how to work effectively with my peers in a workshop setting	(4)	3	2	1
4.	The information and/or skills presented were relevant and useful	(4)	3	2	1
5.	The presenter provided adequate time for questions and answered them satisfactorily	(4)	3	2	1
6.	The presenter modeled student-centered learning strategies and techniques	(4)	3	2	1
7.	This workshop increased my knowledge and skills in PHP and MySQL	(4)	3	2	1

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA.,
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Nehru Gardens, Thirumalayampalayam
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Coimbatore - 641 105.

NCM

Three days workshop on Web development using PHP and MySQL

Workshop Evaluation Form

Date	10/03/2022, 11/03/2022 and 14/03/2022
Workshop Location	I MCA Class room
Organizer	MCA Department

Name: N. Mari @ Sheela Class: MCA College Name: Nehru college of Management.

Please respond to the following statements by using the 4-point rating scale to indicate the extent to which you agree or disagree with each statement. Please circle the number that applies.

4-Strogly Agree 3-Agree 2-Modrate 1-Disagree

1.	Workshop objective were stated clearly and met.	4	3	2	1
2.	The work was well organized	4	3	2	1
3.	The workshop helped me to learn how to work effectively with my peers in a workshop setting	4	3	2	1
4.	The information and/or skills presented were relevant and useful	4	3	2	1
5.	The presenter provided adequate time for questions and answered them satisfactorily	4	3	2	1
6.	The presenter modeled student-centered learning strategies and techniques	4	3	2	1
7.	This workshop increased my knowledge and skills in PHP and MySQL	4	3	2	1

Dr. R. Moses Daniel, MBA., Ph.D., FDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

5.1.2- Capacity building and skills enhancement initiatives taken by the institutioninclude for the year 2020-2021 include the following:

5. **Soft skills**
6. **Language and communication skills**
7. **Life skills (Yoga, physical fitness, health and hygiene)**
8. **ICT/computing skills**

Response: A. All the Above

2) **Soft Skills & Communication Skills:**
Trained by
Nehru Corporate Placement & Industrial Relations
Nehru Group of Institutions
Coimbatore

Title of the Course	Business Aptitude & Communication Skills I
Course Code	MBACS102
Semester & Year offered	I year /1 semester
Course / Session	30 hours /20 Sessions (90 minutes each)
Target Batches	First year MBA students (2021 Passing out batches)
Objectives of the Course	To train them on the conduct of group discussion and to make effective participation in any group discussion. To enable them to make a good contribution in any given topic on public speaking To hone their basic numeric and arithmetic aptitude To enlighten them on the basics of business communication like letter and Email writing. To help them prepare their resume for facing campus interview
Focussed Skill Sets	Group discussion - Quantitative aptitude - Resume building - business communication
Expected outcome	At the end of the course students must be able to make an appreciable attempt in any group discussion. They must be able perform fairly well in the aptitude and verbal preliminary rounds of the campus interview. Also they must be able to carry out formal business communication like job application, cover letter, and drafting professional email according to their needs.

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Session Details

Prerequisite	Nil
Course Coordinator	
Reviewer 1	
Reviewer 2	
Last Reviewed	October 3, 2019

Unit	Contents	Duration (Hours)
1	Introduction & Orientation Course introduction - Training expectations - Pre-assessment -MBPR10201 - MBPR10202	1.5
2	Speaking Skills Impromptu (JAM) - Public Speaking - GD Inputs - Mock GD	13.5
3	Business Aptitude Quantitative aptitude- Arithmetic reasoning- Data Interpretation - Assessments	7.5
Unit	Contents	Duration (Hours)
4	Verbal Aptitude Reading Comprehension - Essay writing - Business communication -letter & Email writing - Verbal Assessments - synonyms - Antonyms - sentence correction	4.5
5	Interview Skills Resume Building	1.5
6	Post Assessments MBPO10201 - Post Evaluation assessment - Feedback - Instructions regrading Followup training	1.5

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Session	Topics	Unit
1	Expectation Gathering & Setting	1
2	Speaking Skills - Just a Minute	2
3	Speaking Skills - Public Speaking Input	2
4	Speaking Skills - Public Speaking	2
5	Speaking Skills - Public Speaking	2
6	Speaking Skills - GD Input	2
7	Speaking Skills - GD Input - (Case Based GD)	2
8	Speaking Skills - Mock GD	2
9	Speaking Skills - Mock GD	2
10	Speaking Skills - Mock GD	2
11	Business Aptitude - Quantitative aptidue	3
12	Business Aptitude - Quantitative aptidue	3
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

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List of Assessments			
Sno	Name of the Assessment	Content	Unit
1	MBPR10201	Pre Assessment - Aptitude	1
2	MBPR10202	Pre Assessment - Communication	1
3	MBUA10201	Assignment - Public Speaking	2
4	MBUA10202	Quiz - Group Discussion	2
5	MBUA10203	Quiz - Quantitative aptitude 01	3
6	MBUA10204	Quiz - Quantitative aptitude 02	3
7	MBUA10205	Quiz - Arithmetic Reasoning 01	3
8	MBUA10206	Quiz - Arithmetic Reasoning 02	3
9	MBUA10207	Quiz - Data Interpretation	3
10	MBUA10208	Quiz - Reading Comprehension	4
11	MBUA10209	Assignment - Letter Writing	4
12	MBUA10210	Assignment - Essay Writing	4
13	MBUA10211	Quiz - Verbal Aptitude 01	4
14	MBUA10212	Quiz - Verbal Aptitude 02	4
15	MBUA10213	Quiz - Email etiquette	4
16	MBUA10214	Quiz -Resume Building	5
17	MBPO10201	Post Assessment - Aptitude	6
18	MBPO10202	Post Assessment - Communication	6

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BE POSITIVE INSTITUTE FOR SKILLING PVT LTD

27/09/2021

Coimbatore

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641018.

Dear Sir,

Sub: Communication Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C, C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content**.** As per the discussion had with you please find below the detailed Communication Program proposal.

Communication Module:

Our Communication Module is designed to address the problem of the students who struggle to comprehend English language in the true sense and to communicate. The curriculum consists of five sections - Reading Skills, Speaking Skills,

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Writing Skills, Listening Skills and Presentation Skills - through which we make the students **participate in the learning process**.

Following is the communication training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	COMMUNICATION	10 days	Rs.1500/-

Note:

- Module wise worksheets will be provided after each session
- The classes will be conducted from 1.30 pm to 4.30 pm for all 10 Fridays.
- The mode of training will be Online
- The fee mentioned above is exclusive of 18% GST
- The fee mentioned above is for 52 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execut our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi

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- MG College of Engineering, Trivandrum
- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Technology, Coimbatore
- Heera college of Engineering, Trivandrum,
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum,
- Government Polytechnic for women ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore

• Sri Krishna college of Engineering & Technology, Coimbatore
• Hindustan Group of Institutions, Coimbatore
• Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

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Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 999441699

Email – kavitha.g@bepozitive.com

Active vs. Passive Coping Strategies Subtitle: Identify active and passive coping strategies.
Not all coping strategies are effective. Passive coping strategies usually involve avoiding problems and are unlikely to help you very much in the long run. Active coping strategies, on the other hand, are geared towards finding a way to improve the situation.
This activity will ask you to identify active and passive coping strategies.

Instructions: Carefully read each coping strategy and answer whether it is active or passive.

Coping Strategy #1:

Watching a fifth hour of Netflix to relax before a big test...even though you haven't studied.

Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is passive coping: when you watch Netflix instead of studying, you avoid the problem.
Coping Strategy #2:

Setting up an appointment with a peer tutor.

Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is active coping: setting up an appointment with a peer tutor is an action to improve the situation..
Coping Strategy #3:

Pretending that you have other plans in order to avoid a party where you don't know anyone.

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Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: pretending that you have other plans is an example of avoiding a situation.

Coping Strategy #4:

Introducing yourself to someone at a party where you don't know anyone.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you introduce yourself, you actively work on the problem of not knowing anyone at the party.

Coping Strategy #5:

Using drugs or alcohol to relax when you're anxious

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you use drugs or alcohol to relax, you avoid confronting

your problems, and may even make them worse.

Coping Strategy #6:

Talking to a family member, friend, or therapist when you're anxious.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you reach out to someone you trust, they can help you.

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Coping Strategy #7:

Avoiding the gym because you find it intimidating.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the gym rather than finding ways to conquer
your fear.

Coping Strategy #8:

Finding a gym buddy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by finding a gym buddy, you're working towards feeling more
comfortable at the gym.

Coping Strategy #9:

Assuming that you will eat better when you have more time.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the situation by putting it off.

Coping Strategy #10:

Pre-planning or pre-cooking meals for times you know you'll be busy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by pre-planning your meals, you take actions toward eating
healthy, even when you're busy.

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Coping Strategy #11:

Not looking at your bank account because you feel like you're probably broke.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you choose not to look at your bank account, you're
avoiding the problem.

Coping Strategy #12:

Listing your weekly expenses and coming up with a budget.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by coming up with a budget, you are in better control of your
finances.

Congratulations! You have completed the activity.

For more help with active coping strategies, set up an appointment with a counsellor, or check
out the rest of this module.

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BPIS Be Positive Institute for Skilling Pvt.Ltd 206/3, 2nd Floor, Devarajan Center, Sathyamurthy Road, Ramnagar, Coimbatore -641009. Tel: 0422-2233753
Email:info@bepozitive.com

To The Principal,
Nehru College of Management,
Nehru Gardens,
Coimbatore - 641105.

Dear Sir,
Sub: Digital Marketing Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…
At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal.
Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor & Vallakadavu Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C,C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content. As per the discussion had with you please find below the detailed Digital Marketing Program proposal.
Digital Marketing Modules:
1) Search Engine Optimization
2) Branding
3) Search Engine MARKETING
4) Social Media

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5) Content marketing

6) Email Marketing

7) E commerce

8) Why Choose a Career in Digital Marketing?

Following is the Digital Marketing training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	DIGITAL MARKETING	8 days	Rs.2500/-

Note:

- The classes will be conducted from 9.00 am to 4.00 pm for all 8 days.
- The fee mentioned above is exclusive of 18% GST.
- The fee mentioned above is for 70 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum
- Shine College, Trivandrum

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- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Heera college of Engineering, Trivandrum, Technology, Coimbatore
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum
- Government Polytechnic for women , ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore
- Sri Krishna college of Engineering & Technology, Coimbatore
- Hindustan Group of Institutions, Coimbatore
- Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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CS-1: ASPECTS OF COMMUNICATION

Unit-1: Communication: An Introduction

- Definition, Nature and Scope of Communication
- Importance and Purpose of Communication
- Process of Communication
- Types of Communication

Unit-2: Non-Verbal Communication

- Personal Appearance
- Gestures
- Postures
- Facial Expression
- Eye Contacts
- Body Language(Kinesics)
- Time language
- Silence
- Tips for Improving Non-Verbal Communication

Unit-3: Effective Communication

- Essentials of Effective Communication
- Communication Techniques
- Barriers to Communication

Unit-4: Communication Network in an Organization-I

- Personal Communication
- Internal Operational Communication

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- External Operational Communication

Unit-5: Communication Network in an Organization-II

- Horizontal(Lateral) Communication
- Vertical(Downward) Communication
- Vertical(Upward) Communication

Unit-6: Communication in English

- Age of Globalization and the Need for Communicating in English
- English as the First or Second language
- Uses of English in academic and non-academic situations in India

CCS-2: VERBAL COMMUNICATION

Unit-7: Listening Skills-I

- Purpose of Listening
- Listening to Conversation (Formal and Informal)
- Active Listening- an Effective Listening Skill
- Benefits of Effective Listening
- Barriers to Listening
- Listening to Announcements- (railway/ bus stations/ airport /sports announcement/ commentaries etc.)

Unit-8: **Listening Skills-II**

- Academic Listening (Listening to Lectures)
- Listening to Talks and Presentations
- Note Taking Tips

Unit-9: Oral Communication Skills (Speaking Skills)-I

- Importance of Spoken English

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- Status of Spoken English in India
- International Phonetic Alphabet(IPA) Symbols
- Spelling and Pronunciation

Unit-10: Oral Communication Skills-II(Communication in Context-I)

- Asking for and giving information
- Offering and responding to offers
- Requesting and responding to requests
- Congratulating people on their success
- Expressing condolences
- Asking questions and responding politely
- Apologizing and forgiving

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Unit-11: Oral Communication Skills-III (Communication in Context-II)

- Giving instructions
- Seeking and giving permission
- Expressing opinions(likes and dislikes)
- Agreeing and disagreeing
- Demanding explanations
- Asking for and giving advice and suggestions
- Expressing sympathy

Unit-12: Reading Skills

- Purpose, Process, Methodologies
- Skimming and Scanning
- Levels of Reading
- Reading Comprehension
- Academic Reading Tips

CCS-3: VERBAL COMMUNICATION (WRITTEN)

Unit-13: Effective Writing Skills-I

- Elements of Effective Writing (What is Writing?
- The Sentence, Phrases and Clauses
- Types of Sentences

Unit-14: Effective Writing Skills-II

- Main Forms of Written Communication

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- Paragraph Writing (Linkage and Cohesion)
- Letter Writing(formal and informal)
- Essay writing
- Notices

Unit-15: Effective Writing Skills-III

- Summarising
- Précis Writing
- Note-making

Unit-16: Understanding and Applying Vocabulary

- Words Often Confused-Pairs of words
- One Word Substitutes
- Synonyms and Antonyms
- Word Formation: Prefixes, Bases and Suffixes (Derivational & Inflectional).

Unit-17: Remedial English Grammar and Usage-I

- Articles
- Parts of Speech
- Tenses
- Modals

Unit-18: Remedial English Grammar and Usage-II

- Prepositions and words followed by prepositions
- Concord (Agreement of the Verb with the Subject)
- Error Analysis(Correction of Errors in a given sentence - errors in the use of words -errors of indianisms - use of slang - errors in punctuation)

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CCS-4: COMMUNICATION AS A SKILL FOR CAREER BUILDING

Unit-19: Preparing for a Career

- Identifying job openings
- Applying for a job
- Preparing Cover letters
- Preparing a CV/Resume and Effective Profiling

Unit-20: Presentation Skills

- Preparing a PowerPoint Presentation
- Greeting and introducing
- Presenting a Paper
- Group Discussions
- Preparing for and Facing a Job Interview

Unit-21: Business Communication

- Preparing Agenda and Minutes for Meetings
- Writing Notices and Memos
- Drafting an E-mail, Press Release
- Correspondence with Govt./Authorities, Office Orders, Enquiries and Replies)

Unit-22: Telephone Skills

- Basics of Telephone communication
- How to handle calls- telephone manners
- Leaving a message
- Greeting and Leave Taking over phone(etiquette)

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Unit-23: Time & Stress Management

- Identifying Time Wasters
- Time Management Tips
- Identifying Factors Responsible for Stress
- Stress Management Tips
- Test Preparation Tips

Unit-24: Soft Skills for Leadership and Team Management

- Qualities of a Good Leader
- Leadership Styles
- Decision Making
- Intrapersonal skills
- Interpersonal skills
- Problem solving
- Critical thinking
- Negotiation skills

PRINCIPAL

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Affiliated to Bharathiar University, Coimbatore & Approved by AICTE, New Delhi
Accredited by NAAC with B++ grade Recognized by UGC with 2(f) 12(B)
An ISO 9001: 2015 Certified Institution,
Nehru Gardens, Thirumalayampalayam Post, Coimbatore - 641 105.

List of Student enrolled for Be +ve (positive) Communication class for the Academic Year

(2020-2021)

MBA II

S.NO	NAME	Signature
1	Abhijeeth S Menon	
2	Abilash M	
3	Abhishaik S	
4	Adarsh Krishnan P C	
5	Adith R	
6	Aishwarya	
7	Ajith T	
8	Ajithkumar.K	
9	Akalya @ Niswa. J	
10	Akbar Salih K K	
11	Akhilesh A Nair	
12	Albin Alex	
13	Albin Kuriakose	
14	Alsha p anilkumar	
15	Amar Sujith Nambiar	
16	Anusree pramod	
17	Anuvinda Sajeev	
18	Asha B	
19	Cross Denzil S	
20	Deepak P P	
21	Gokul Krishnan R	
22	Gopi D	
23	Hareb A.S	
24	Joyal thomas	
25	Kajahussain A	
26	Karthick K	
27	Karthick M	
28	karthik M	

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29	Keerthi K	
30	Keerthi T M	
31	Kiran G	
32	Kirankumar K	
33	Leena George	
34	Malavika B	
35	Manikandan A	
36	Matheswaran S	
37	Melson G	
38	Mohamed Nawaz M H	
39	Mohammed Thasleem	
40	Mogith R	
41	Moorthy N	
42	Muhammed Ajmal	
43	Natrayan K	
44	Neethu C	
45	Nikhil Jose	
46	Nivetha R	
47	Parivendhan B	
48	Pooja Sasikumar	
49	Prakash R P	
50	Praveen Das R	
51	Raj Kumar A	
52	Rakshana C	
53	Ramesh M	
54	Razeen K	
55	Rincy Varghese	
56	Sabitha V S	
57	Sachitra C	
58	Sandeep M	
59	Sarath K U	
60	Sarga Pavithran	
61	Shabinas N S	
62	Shakoor Milhan N A	
63	Shebin Tomy	
64	Sheenu K Shaji	
65	Shigil V S	
66	Shriram B	
67	Vikash Rahul K	

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68	Vishnu V	
69	Vishnu Vijayan	
70	Vysakh A P	
71	Wazil Razeen S	Wasil Razeen
72	Vaishak P Menon	
73	Kannan J	

Class Advisor

Director

Principal

Dr. R. Moses Daniel MBA.,Ph.D., PGDCA.,PGDIBO
Principal
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Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.

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Accredited by NAAC with B++ grade Recognized by UGC with 2(f) 12(B)
An ISO 9001: 2015 Certified Institution,
Nehru Gardens, Thirumalayampalayam Post, Coimbatore - 641 105.

List of Student enrolled for Be +ve (positive) Communication class for the Academic Year (2020-2021)
MBA I

S.No	Name of the Student	Signature
1	ABHIJITH KRISHNAN J	
2	ADNAN KABEER PUZHANGARA	
3	AISWARYA. G	
4	AJAY S	
5	ANJANA MURALI	
6	ARJUN M	
7	ARUN K S	
8	BHARATH GOKUL R	
9	BINOBA V	
10	CLIVIA EWLYN CLINTON	
11	DELISHIYARANI R	
12	DIVYA SAGARI M	
13	DRISHIYAA M	
14	GADHA G	
15	GOKUL K	
16	GOKUL PRASATH K	
17	HAJA NOORUL AKTHAR M	
18	INDHU MATHI S	
19	JAIDEV ARAVIND	
20	JISHNU M	
21	KARTHIK M	
22	KAVITHA G	
23	KEZIAH MARIA JOHN	
24	KIRUBA SHANKAR N	
25	LAKSHMI V R	
26	LORDWIN MODUTHAM	
27	NAVEEN M	
28	NIDIYA BHASKARAN	
29	PRADHEEP S	

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30	PRAVIN KUMAR M	
31	PREETHI JENIFER	
32	PREETHI VARDHINI A	
33	RAM PRASAND KANNAN S	
34	RESHMI.K	
35	SANA K.S.	
36	SELVAKUMAR R	
37	SHREYAS SUMESH MENON	
38	SNEHA E	
39	SOUNDARYA.S	
40	SREE LAKSHMI C P	
41	SRUTHI K B	
42	SRUTHY V	
43	SURESH KRISHNAN B	
44	SURYA R	
45	SUVITHRA A	
46	THUSHARA R	
47	UNNIMAYA K P	
48	VASUKI A	
49	VIDHUN R S	
50	VIJAY	
51	VISHVA P	
52	SUCHEENDRANATHAN R	

Class Advisor

Director

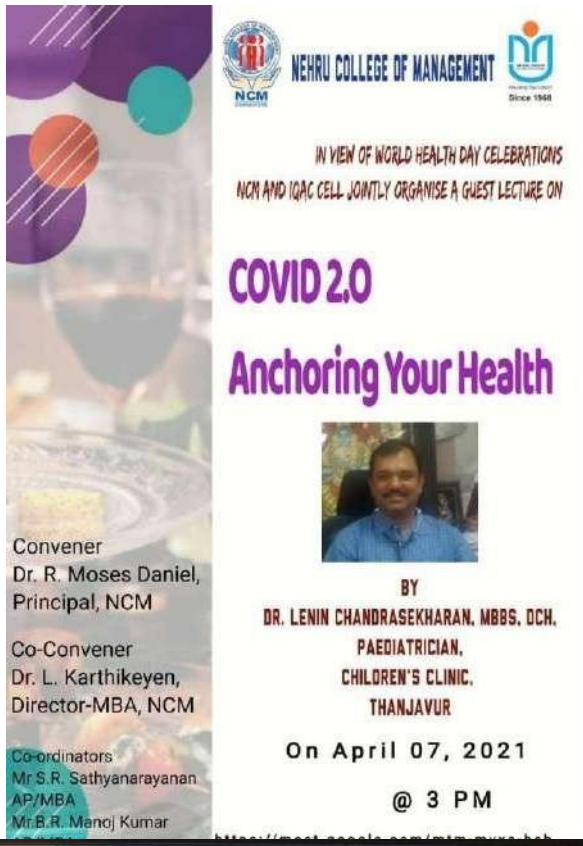
Principal

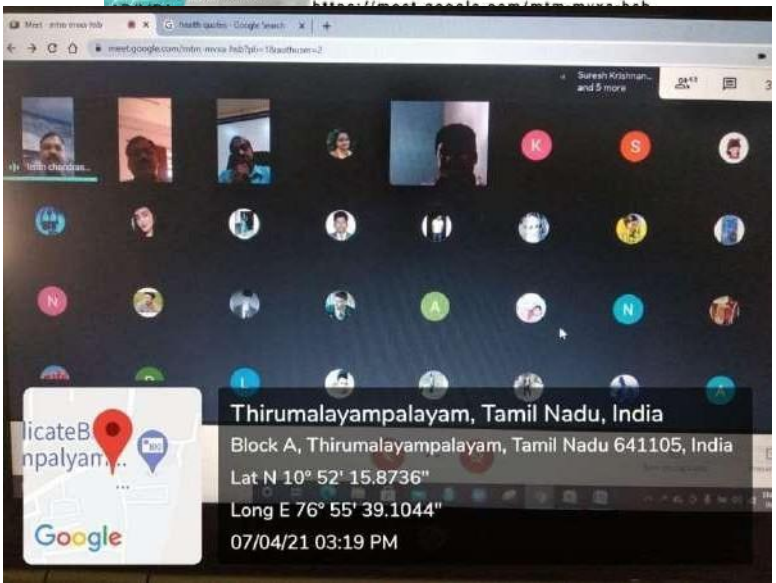
Dr. R. Moses Daniel MBA.,Ph.D., PGDCA.,PGDIB
Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.

Dr. R. Moses Daniel, MBA.,Ph.D.,PGDCA.,
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

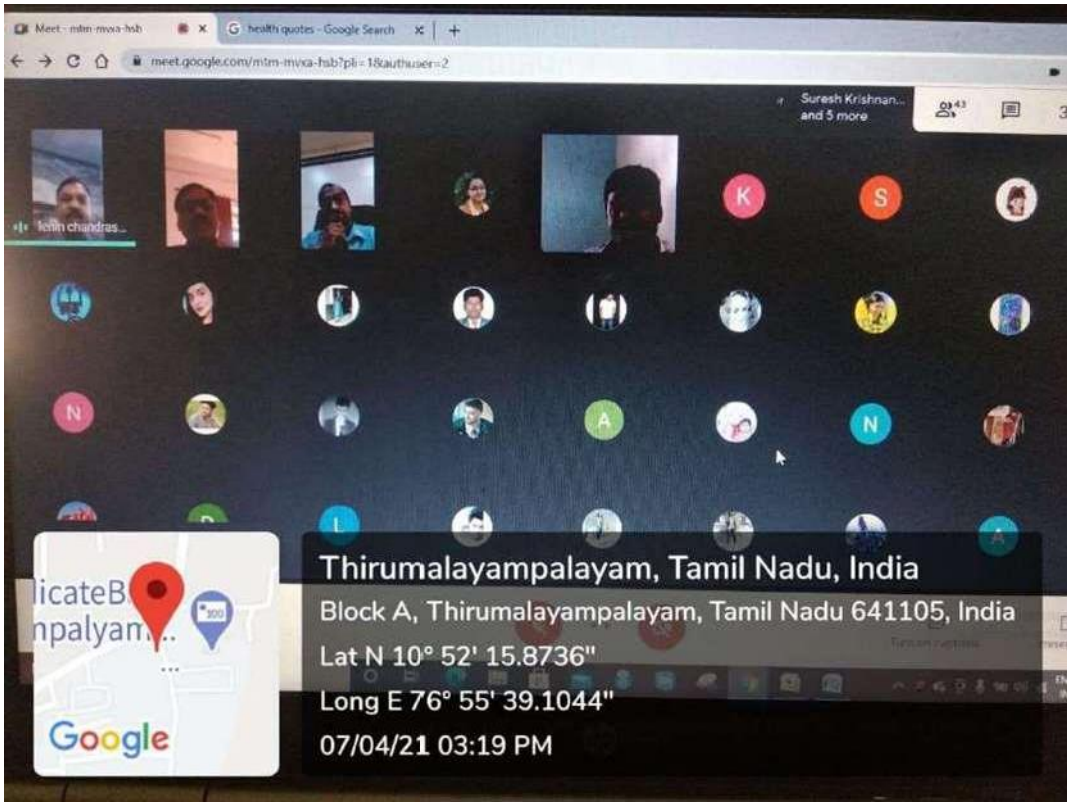
Life skills (Yoga, physical fitness, health and hygiene)

Title	Guest Speaker	Number of Students enrolled	Organisers ofthe program	Date/Time
COVID 2.0 anchoring Your health	DR. Lenin Chandrasekharan,MBBS, DCH. (Paediatrician)	74	NCM and IQAC cell	07/04/2021 3:00pm





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EVENT CO-ORDINATOR

PRINCIPAL

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
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Nehru Gardens, Thirumalayampalayam
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ICT/ Computing Skills

Two Days Online Workshop on Python Essentials on 24-07-2020 and 25-07-2020

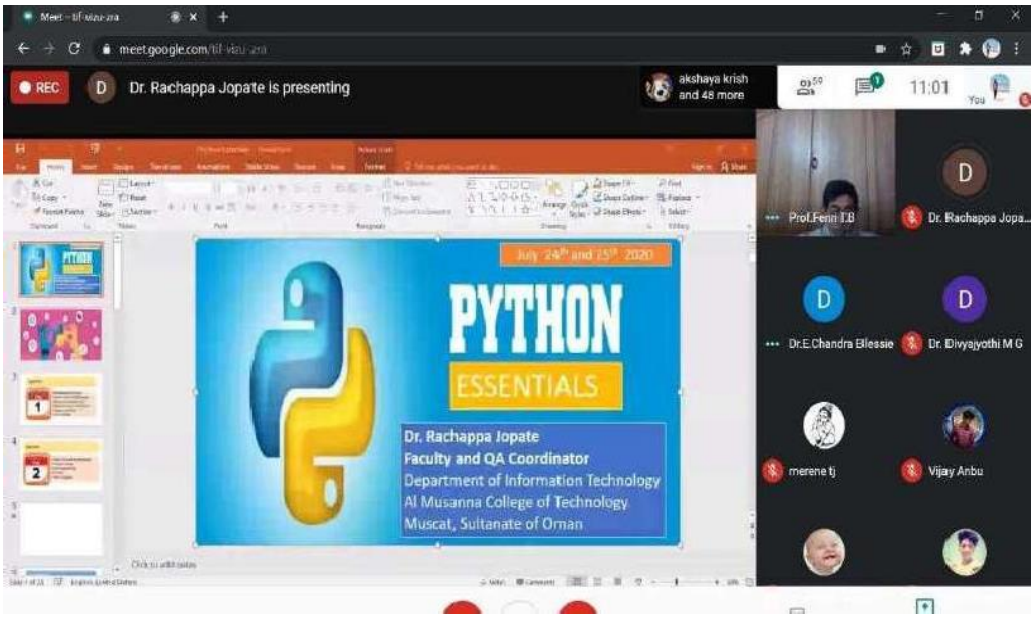
The importance of Python has gained immense popularity in the field of Information Technology and Research. To keep abreast with the latest trends, two days workshop on Python essentials with Dr.Rachappa Jopate, Al Moulana Collge of Technology, Muscat, Sultanate of Oman was organized by Department of Computer Applications on July 24 & 25, 2020.

Outcome of the Event:

The Hands on Training proved to be useful for understanding the usage and importance of Python in the digital world by our students.



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NEHRU COLLEGE OF MANAGEMENT

CERTIFICATE

This is to certify that Mr./Ms. Marone T J, MCA 2nd Year from Nehru College of Management, Coimbatore has participated the Two days online workshop in

PYTHON ESSENTIALS

ON

24th & 25th JULY 2020.

Dr.E.Chandra Blessie, Professor - Organizer | Prof. T.B.Fenn, Dean - MCA | Dr.R.Moses Daniel, Principal

One Day Workshop on "ASP.Net" (14-03-2021)

The Department of Computer Applications organized one day Hands on Workshop with Ms.Vidyasree M B, Deputy Manager, NACOM Solutions on marhc14, 2021. The topic was ASP.NET.

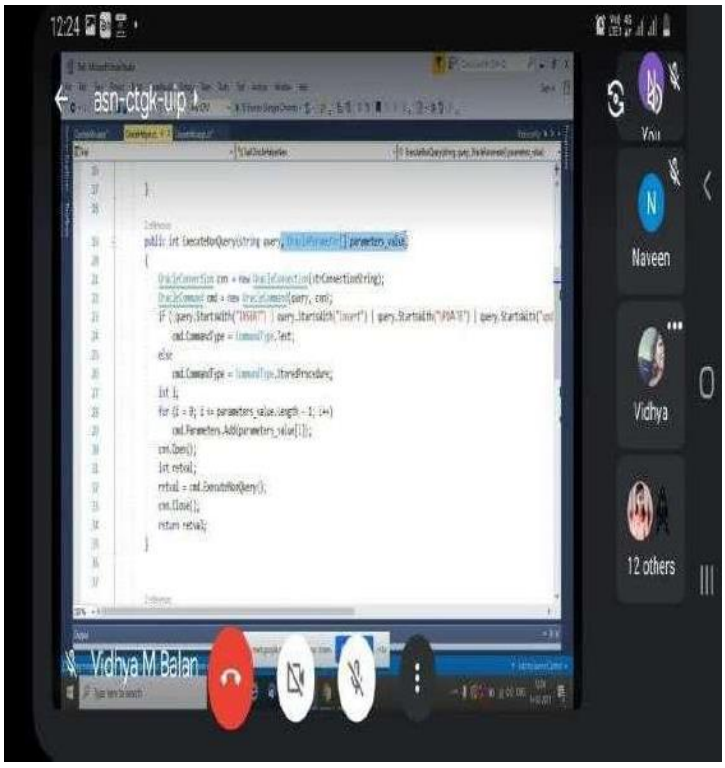
Outcome of the Event:

The students could understand ASP.NET fundamentals by working live with practical examples



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EVENT CO-ORDINATOR

PRINCIPAL

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Nehru College of Management
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5.1.2- Capacity building and skills enhancement initiatives taken by the institutioninclude for the year 2019-2020 include the following:

9. **Soft skills**
10. **Language and communication skills**
11. **Life skills (Yoga, physical fitness, health and hygiene)**
12. **ICT/computing skills**

Response: A. All the Above

3) Soft Skills & Communication Skills:
Trained by
Nehru Corporate Placement & Industrial Relations
Nehru Group of Institutions
Coimbatore

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Title of the Course	Business Aptitude & Communication Skills I
Course Code	MBACS102
Semester & Year offered	I year /1 semester
Course / Session	30 hours /20 Sessions (90 minutes each)
Target Batches	First year MBA students (2021 Passing out batches)
Objectives of the Course	To train them on the conduct of group discussion and to make effective participation in any group discussion. To enable them to make a good contribution in any given topic on public speaking To hone their basic numeric and arithmetic aptitude To enlighten them on the basics of business communication like letter and Email writing. To help them prepare their resume for facing campus interview
Focussed Skill Sets	Group discussion - Quantitative aptitude - Resume building - business communication

Expected outcome	At the end of the course students must be able to make an appreciable attempt in any group discussion. They must be able perform fairly well in the aptitude and verbal preliminary rounds of the campus interview. Also they must be able to carryout formal business communication like job application, cover letter, and drafting professional email according to their needs.

Prerequisite	Nil
Course Coordinator	
Reviewer 1	
Reviewer 2	
Last Reviewed	October 3, 2019

Unit	Contents	Duration (Hours)
1	Introduction & Orientation Course introduction - Training expectations - Pre-assessment -MBPR10201 - MBPR10202	1.5
2	Speaking Skills Impromptu (JAM) - Public Speaking - GD Inputs - Mock GD	13.5
3	Business Aptitude Quantitative aptitude- Arithmetic reasoning- Data Interpretation - Assessments	7.5
Unit	Contents	Duration (Hours)
4	Verbal Aptitude Reading Comprehension - Essay writing - Business communication -letter & Email writing - Verbal Assessments - synonyms - Antonyms - sentence correction	4.5
5	Interview Skills Resume Building	1.5
6	Post Assessments MBPO10201 - Post Evaluation assessment - Feedback - Instructions regrading Followup training	1.5

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Session Details

Session	Topics	Unit
1	Expectation Gathering & Setting	1
2	Speaking Skills - Just a Minute	2
3	Speaking Skills - Public Speaking Input	2
4	Speaking Skills - Public Speaking	2
5	Speaking Skills - Public Speaking	2
6	Speaking Skills - GD Input	2
7	Speaking Skills - GD Input - (Case Based GD)	2
8	Speaking Skills - Mock GD	2
9	Speaking Skills - Mock GD	2
10	Speaking Skills - Mock GD	2
11	Business Aptitude - Quantitative aptidue	3
12	**Business Aptitude - Quantitative aptidue**	**3**
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

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List of Assessments			
Sno	Name of the Assessment	Content	Unit
1	MBPR10201	Pre Assessment - Aptitude	1
2	MBPR10202	Pre Assessment - Communication	1
3	MBUA10201	Assignment - Public Speaking	2
4	MBUA10202	Quiz - Group Discussion	2
5	MBUA10203	Quiz - Quantitative aptitude 01	3
6	MBUA10204	Quiz - Quantitative aptitude 02	3
7	MBUA10205	Quiz - Arithmetic Reasoning 01	3
8	MBUA10206	Quiz - Arithmetic Reasoning 02	3
9	MBUA10207	Quiz - Data Interpretation	3
10	MBUA10208	Quiz - Reading Comprehension	4
11	MBUA10209	Assignment - Letter Writing	4
12	MBUA10210	Assignment - Essay Writing	4
13	MBUA10211	Quiz - Verbal Aptitude 01	4
14	MBUA10212	Quiz - Verbal Aptitude 02	4
15	MBUA10213	Quiz - Email etiquette	4
16	MBUA10214	Quiz -Resume Building	5
17	MBPO10201	Post Assessment - Aptitude	6
18	MBPO10202	Post Assessment - Communication	6

PRINCIPAL

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Nehru College of Management
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BE POSITIVE INSTITUTE FOR SKILLING PVT LTD

27/09/2021

Coimbatore

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641018.

Dear Sir,

Sub: Communication Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C, C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content**.** As per the discussion had with you please find below the detailed Communication Program proposal.

Communication Module:

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Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Our Communication Module is designed to address the problem of the students who struggle to comprehend English language in the true sense and to communicate. The curriculum consists of five sections - Reading Skills, Speaking Skills, Writing Skills, Listening Skills and Presentation Skills - through which we make the students **participate in the learning process**. Following is the communication training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	COMMUNICATION	10 days	Rs.1500/-

Note:

- Module wise worksheets will be provided after each session
- The classes will be conducted from 1.30 pm to 4.30 pm for all 10 Fridays.
- The mode of training will be Online
- The fee mentioned above is exclusive of 18% GST
- The fee mentioned above is for 52 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execut our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum

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- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Technology, Coimbatore
- Heera college of Engineering, Trivandrum,
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum,
- Government Polytechnic for women ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore

• Sri Krishna college of Engineering & Technology, Coimbatore

• Hindustan Group of Institutions, Coimbatore

• Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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Active vs. Passive Coping Strategies Subtitle: Identify active and passive coping strategies.

Not all coping strategies are effective. Passive coping strategies usually involve avoiding problems and are unlikely to help you very much in the long run. Active coping strategies, on the other hand, are geared towards finding a way to improve the situation.
This activity will ask you to identify active and passive coping strategies.

Instructions: Carefully read each coping strategy and answer whether it is active or passive.

Coping Strategy #1:

Watching a fifth hour of Netflix to relax before a big test...even though you haven't studied.

Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is passive coping: when you watch Netflix instead of studying, you avoid the problem.
Coping Strategy #2:

Setting up an appointment with a peer tutor.
Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is active coping: setting up an appointment with a peer tutor is an action to improve the situation..
Coping Strategy #3:

Pretending that you have other plans in order to avoid a party where you don't know anyone.\

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Principal
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Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: pretending that you have other plans is an example of avoiding a situation.

Coping Strategy #4:

Introducing yourself to someone at a party where you don't know anyone.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you introduce yourself, you actively work on the problem of not knowing anyone at the party.

Coping Strategy #5:

Using drugs or alcohol to relax when you're anxious

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you use drugs or alcohol to relax, you avoid confronting

your problems, and may even make them worse.

Coping Strategy #6:

Talking to a family member, friend, or therapist when you're anxious.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you reach out to someone you trust, they can help you.

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Coping Strategy #7:

Avoiding the gym because you find it intimidating.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the gym rather than finding ways to conquer

your fear.

Coping Strategy #8:

Finding a gym buddy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by finding a gym buddy, you're working towards feeling more

comfortable at the gym.

Coping Strategy #9:

Assuming that you will eat better when you have more time.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the situation by putting it off.

Coping Strategy #10:

Pre-planning or pre-cooking meals for times you know you'll be busy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by pre-planning your meals, you take actions toward eating healthy, even when you're busy.

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Coping Strategy #11:

Not looking at your bank account because you feel like you're probably broke.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you choose not to look at your bank account, you're avoiding the problem.

Coping Strategy #12:

Listing your weekly expenses and coming up with a budget.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by coming up with a budget, you are in better control of your finances.

Congratulations! You have completed the activity.

For more help with active coping strategies, set up an appointment with a counsellor, or check out the rest of this module.

BPIS Be Positive Institute for Skilling Pvt.Ltd 206/3, 2nd Floor, Devarajan Cen er, Sathyamurthy Road, Ramnagar, Coimbatore -641009. Tel: 0422-2233753

Email:info@bepozitive.com

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Principal
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Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641105.

Dear Sir,

Sub: Digital Marketing Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor & Vallakadavu Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C,C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content. As per the discussion had with you please find below the detailed Digital Marketing Program proposal.

Digital Marketing Modules:

1) Search Engine Optimization
2) Branding
3) Search Engine MARKETING
4) Social Media
5) Content marketing

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6) Email Marketing

7) E commerce

8) Why Choose a Career in Digital Marketing?

Following is the Digital Marketing training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	DIGITAL MARKETING	8 days	Rs.2500/-

Note:

- The classes will be conducted from 9.00 am to 4.00 pm for all 8 days.
- The fee mentioned above is exclusive of 18% GST.
- The fee mentioned above is for 70 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum
- Shine College, Trivandrum



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- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Heera college of Engineering, Trivandrum, Technology, Coimbatore
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum
- Government Polytechnic for women , ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore
- Sri Krishna college of Engineering & Technology, Coimbatore
- Hindustan Group of Institutions, Coimbatore
- Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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CCS-1: ASPECTS OF COMMUNICATION

Unit-1: Communication: An Introduction

- Definition, Nature and Scope of Communication
- Importance and Purpose of Communication
- Process of Communication
- Types of Communication

Unit-2: Non-Verbal Communication

- Personal Appearance
- Gestures
- Postures
- Facial Expression
- Eye Contacts
- Body Language(Kinesics)
- Time language
- Silence
- Tips for Improving Non-Verbal Communication

Unit-3: Effective Communication

- Essentials of Effective Communication
- Communication Techniques
- Barriers to Communication

Unit-4: Communication Network in an Organization-I

- Personal Communication
- Internal Operational Communication

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- External Operational Communication

Unit-5: Communication Network in an Organization-II

- Horizontal(Lateral) Communication
- Vertical(Downward) Communication
- Vertical(Upward) Communication

Unit-6: Communication in English

- Age of Globalization and the Need for Communicating in English
- English as the First or Second language
- Uses of English in academic and non-academic situations in India

CCS-2: VERBAL COMMUNICATION

Unit-7: Listening Skills-I

- Purpose of Listening
- Listening to Conversation (Formal and Informal)
- Active Listening- an Effective Listening Skill
- Benefits of Effective Listening
- Barriers to Listening
- Listening to Announcements- (railway/ bus stations/ airport /sports announcement/ commentaries etc.)

Unit-8: **Listening Skills-II**

- Academic Listening (Listening to Lectures)
- Listening to Talks and Presentations
- Note Taking Tips

Unit-9: Oral Communication Skills (Speaking Skills)-I

- Importance of Spoken English

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- Status of Spoken English in India
- International Phonetic Alphabet(IPA) Symbols
- Spelling and Pronunciation

Unit-10: Oral Communication Skills-II(Communication in Context-I)

- Asking for and giving information
- Offering and responding to offers
- Requesting and responding to requests
- Congratulating people on their success
- Expressing condolences
- Asking questions and responding politely
- Apologizing and forgiving

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Unit-11: Oral Communication Skills-III (Communication in Context-II)

- Giving instructions
- Seeking and giving permission
- Expressing opinions(likes and dislikes)
- Agreeing and disagreeing
- Demanding explanations
- Asking for and giving advice and suggestions
- Expressing sympathy

Unit-12: Reading Skills

- Purpose, Process, Methodologies
- Skimming and Scanning
- Levels of Reading
- Reading Comprehension
- Academic Reading Tips

CCS-3: VERBAL COMMUNICATION (WRITTEN)

Unit-13: Effective Writing Skills-I

- Elements of Effective Writing (What is Writing?
- The Sentence, Phrases and Clauses
- Types of Sentences

Unit-14: Effective Writing Skills-II

- Main Forms of Written Communication
- Paragraph Writing (Linkage and Cohesion)
- Letter Writing(formal and informal)
- Essay writing

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- Notices

Unit-15: Effective Writing Skills-III

- Summarising
- Précis Writing
- Note-making

Unit-16: Understanding and Applying Vocabulary

- Words Often Confused-Pairs of words
- One Word Substitutes
- Synonyms and Antonyms
- Word Formation: Prefixes, Bases and Suffixes (Derivational & Inflectional).

Unit-17: Remedial English Grammar and Usage-I

- Articles
- Parts of Speech
- Tenses
- Modals

Unit-18: Remedial English Grammar and Usage-II

- Prepositions and words followed by prepositions
- Concord (Agreement of the Verb with the Subject)
- Error Analysis(Correction of Errors in a given sentence - errors in the use of words -errors of indianisms - use of slang - errors in punctuation)

CCS-4: COMMUNICATION AS A SKILL FOR CAREER BUILDING

Unit-19: Preparing for a Career

- Identifying job openings
- Applying for a job
- Preparing Cover letters

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- Preparing a CV/Resume and Effective Profiling

Unit-20: Presentation Skills

- Preparing a PowerPoint Presentation
- Greeting and introducing
- Presenting a Paper
- Group Discussions
- Preparing for and Facing a Job Interview

Unit-21: Business Communication

- Preparing Agenda and Minutes for Meetings
- Writing Notices and Memos
- Drafting an E-mail, Press Release
- Correspondence with Govt./Authorities, Office Orders, Enquiries and Replies)

Unit-22: Telephone Skills

- Basics of Telephone communication
- How to handle calls- telephone manners
- Leaving a message
- Greeting and Leave Taking over phone(etiquette)

Unit-23: Time & Stress Management

- Identifying Time Wasters
- Time Management Tips
- Identifying Factors Responsible for Stress
- Stress Management Tips
- Test Preparation Tips

Unit-24: Soft Skills for Leadership and Team Management

- Qualities of a Good Leader

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Principal
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- Leadership Styles
- Decision Making
- Intrapersonal skills
- Interpersonal skills
- Problem solving
- Critical thinking
- Negotiation skills

PRINCIPAL

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
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List of Student enrolled for Be+ve(positive) Communication class for the Academic Year (2019-2020)

MBA I

S.No	Name of the Student	Signature
1	ABHIJEETH S MENON	
2	ABILASH M	
3	ABHISHAIK S	
4	ADARSH KRISHNAN P C	
5	ADITH R	
6	AISHWARYA	
7	AJITH T	
8	AJITHKUMAR.K	
9	AKALYA @ NISWA. J	
10	AKBAR SALIH K K	
11	AKHILESH A NAIR	
12	ALBIN ALEX	
13	ALBIN KURIAKOSE	
14	ALSHA P ANILKUMAR	
15	AMAR SUJITH NAMBIAR	
16	ANJITHA MARTIN	
17	ANUSREE PRAMOD	
18	ANUVINDA SAJEEV	
19	ASHA B	
20	CROSS DENZIL S	
21	DEEPAK P P	
22	GOKUL KRISHNAN R	
23	GOPI.D	
24	HAREB A.S	

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25	JOYAL THOMAS	
26	KAJAHUSSAIN A	
27	KARTHICK. K	
28	KARTHICK.M	
29	KARTHIK.M	
30	KEERTHI K	
31	KEERTHI T M	
32	KIRAN.G	
33	KIRANKUMAR	
34	LEENA GEORGE	
35	MALAVIKA B	
36	MANIKANDAN.A	
37	MATHESWARAN S	
38	MELSON G	
39	MOHAMED NAWAZ M H	
40	MUHAMMED THASLEEM	
41	MOHITH R	
42	MOORTHY N	
43	MUHAMMED AJMAL	
44	NATRAYAN K	
45	NEETHU C	
46	NIKHIL JOSE	
47	NIVETHA.R	
48	PARIVENDHAN B	
49	POOJA SASIKUMAR	
50	PRAKASH R P	
51	PRAVEEN DAS R	
52	RAJ KUMAR A	
53	RAKSHANA. C	
54	RAMESH M	
55	RAZEEN K	
56	RINCY VARGHESE	
57	SABITHA VS	
58	SACHITRA C	
59	SANDEEP M	

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60	SARATH K U	
61	SARGA PAVITHRAN	
62	SHABINAS NS	
63	SHAKOOR MILHAN N A	
64	SHEBIN TOMY	
65	SHEENU K SHAJI	
66	SHIGIL V S	
67	SHRIRAM B	
68	UDHAYAKUMAR.S	
69	VIKASH RAHUL K	
70	VISHNU V	
71	VISHNU VIJAYAN	
72	VYSAKH A P	
73	WAZIL RAZEEN S	
74	VAISHAK P MENON	
75	GOPALAKRISHNAN L	
76	KANNAN J	

CLASS ADVISOR

DIRECTOR/HOD

PRINCIPAL

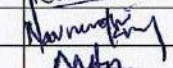
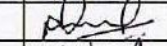
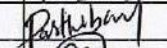
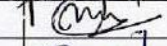
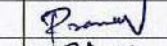
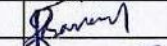
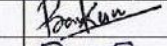
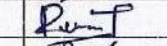
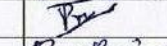
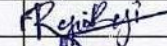
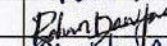
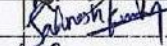
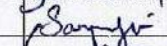
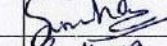
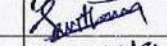
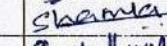
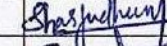
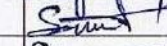
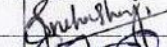
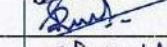
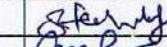
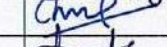
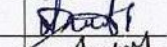
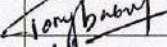
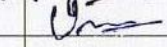
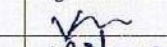
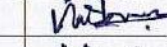
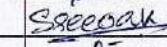
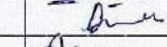
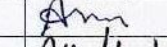
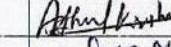
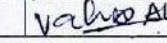
Dr. R. Mose... M.B.A., Ph.D., PGDCA.,
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List of Student enrolled for Be +ve (positive) Communication class for the Academic Year (2019-2020)
II MBA

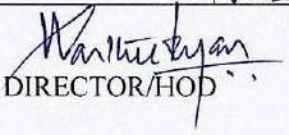
S.no	Name of the Student	Signature
1	ABDUL SAMAD A.H	
2	ADIL.S.S	
3	ADITHYA NARAYANAN K S	
4	AGNI PRASATH K	
5	AHAMED BASSAM S S H	
6	AJITH P	
7	AKHIL C	
8	AKHIL DAVIS	
9	AKSHAY KRISHNAN.L.R	
10	ALAN SUNNY	
11	ALEN RAJU	
12	AMAL JAMES	
13	AMAL JOSEPH K	
14	AMALRAJ K BENNY	
15	ANZAN NAHAS M	
16	ARUNSAI K G	
17	ATHIRA GOPINATH NAIR	
18	BHARATH S	
19	BINI XAVIER	
20	BINJU JOSEPH	
21	CHRIS ABRAHAM	
22	CLINT BIJI VARGHESE	
23	DHANYA J	
24	DINESH S	
25	ESTHER EVANJALIN	
26	JAGAN PRASANTH.G	
27	JERIN R	
28	KATHIRAVAN R	
29	LIYA ANN LOUIES	
30	MAHAROOF. K.P	
31	MARI ALIAS JAYAPRAKASH.V	
32	MENON VISHNU GOPINATH	
33	MOHAMMED NABEEL	
34	MOHAMMED SHALIK.S	
35	MUHAMMED RIYAS M A	
36	MUHAMMED SHIBIL.I.K	

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37	NANDHINI K N	
38	NAVANEEDHA KRISHNAN.M	
39	NIKHIL.M	
40	NOEL ANCHIL CHERIAN	
41	PARTHIPAN. S	
42	PRADEEPKUMAR. A.M	
43	PRANAV K	
44	PRANAV NARAYANAN P	
45	PRAVEEN B.S	
46	PRAVEEN KUMAR M.	
47	PRAVEEN KUMAR S.P	
48	PRAVEEN P	
49	PRAVEEN.P.K	
50	RIJIN REJI	
51	RINU K	
52	ROHAN DAN JACOB	
53	SABANESH KUMAR S	
54	SANJU. T	
55	SARAVANA KUMAR N	
56	SAVITHA C. S	
57	SHAMLA V A	
58	SHARFUDHEEN A.	
59	SIDHARTH M	
60	SIDHARTH. K.P	
61	SNEHA SHAJI	
62	SREEJITH. M. NAIR	
63	SREELAKSHMI M S	
64	SRUTHIN MOHAN	
65	STEFIYA.G	
66	SUMESH C S	
67	SUSHMITHA.V	
68	TONY BABU	
69	UMAIS.P.C	
70	VISHNU M	
71	RANJITH.R	
72	VISHNU S	
73	SREEJA.K	
74	AIWIN JOSEPH P	
75	AKSHAY S NAIR	
76	ATHUL KRISHNA A	
77	VAHID ALI	



CLASS ADVISOR



DIRECTOR/HOD



Dr. R. Moses Daniel, MBA.,Ph.D.,PGDCA.,[illegible]
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105



PRINCIPAL

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Principal
Nehru College of Management
Nehru Gardens
Thirumalayampalayam,
Coimbatore - 641 105.

SESSION ON LIFE SKILLS

JUNE 21(INTERNATIONAL YOGA DAY)

Yoga encourages a positive and healthy lifestyle for the physical, mental and emotional health of the Students. It helps in the development of strength, stamina, endurance and high energy at the physical level by empowering oneself with increased concentration, calm, peace and contentment at a mental level leading to inner and outer harmony. With the help of yoga, students can manage daily stress and its consequences. Yoga brings stability to the body and the wavering mind. It increases the lubrication of joints, ligaments, and tendons of the body. Studies in the field of medicine suggest that Yoga is the only form of physical activity that provides complete conditioning to the body because it massages all the internal organs and glands. It reduces the risk of many diseases. Yoga can create a permanently positive difference in the lifestyle of students through regular practicing. Yoga practice is safe and can bring many health benefits to practitioners. The beauty of Yoga is that it can be practiced by anyone. It doesn't matter how old you are or what shape you are in. Yoga increases an individual's physical coordination and promotes better posture. It helps stimulate the circulatory system, the digestive process as well as the nervous and endocrine systems. Yoga is dynamite to make you feel younger, refreshed and energetic. Yoga is the perfect example of holistic health because of its combination of mind and body. It has become more popular than ever, with celebrities, politicians, business people, and people from every walk of life currently practicing. Yoga is a multidisciplinary tool extremely useful to purify the mind and body and gain control over our minds and emotions. It is the most popular means for self-transformation and physical well-being.

It is one of the best practices followed in Nehru College of Management, the focus of which is to ignite the mind of the students with positive thoughts and vibes. Every year International Yoga day is celebrated in NCM. This year with more focus and clarity in vision the college has planned the celebration on 21 June 2019."Yoga for health" is the theme of this year's celebration the program was organized by Prof Vimala ,

around 76 students participated the program.

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

Student Name List for the year 2019-2020

SL. NO	REGISTER NUMBER	NAME OF STUDENTS
1	1935F0251	ABHIJEETH S MENON
2	1935F0252	ABILASH M
3	1935F0253	ABHISHAIK S
4	1935F0254	ADARSH KRISHNAN P C
5	1935F0255	ADITH R
6	1935F0256	AISHWARYA
7	1935F0257	AJITH T
8	1935F0258	AJITHKUMAR.K
9	1935F0259	AKALYA @ NISWA. J
10	1935F0260	AKBAR SALIH K K
11	1935F0261	AKHILESH A NAIR
12	1935F0262	ALBIN ALEX
13	1935F0263	ALBIN KURIAKOSE
14	1935F0264	ALSHA P ANILKUMAR
15	1935F0265	AMAR SUJITH NAMBIAR
16	1935F0266	ANJITHA MARTIN
17	1935F0267	ANUSREE PRAMOD
18	1935F0268	ANUVINDA SAJEEV
19	1935F0269	ASHA B
20	1935F0270	CROSS DENZIL S
21	1935F0271	DEEPAK P P
22	1935F0272	GOKUL KRISHNAN R
23	1935F0273	GOPI.D
24	1935F0274	HAREB A.S
25	1935F0275	JOYAL THOMAS
26	1935F0276	KAJAHUSSAIN A
27	1935F0277	KARTHICK. K
28	1935F0278	KARTHICK.M
29	1935F0279	KARTHIK.M
30	1935F0280	KEERTHI K
31	1935F0281	KEERTHI T M
32	1935F0282	KIRAN.G
33	1935F0283	KIRANKUMAR
34	1935F0284	LEENA GEORGE
35	1935F0285	MALAVIKA B
36	1935F0286	MANIKANDAN.A
37	1935F0287	MATHESWARAN S

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38	1935F0288	MELSON G
39	1935F0289	MOHAMED NAWAZ M H
40	1935F0290	MUHAMMED THASLEEM
41	1935F0291	MOHITH R
42	1935F0292	MOORTHY N
43	1935F0293	MUHAMMED AJMAL
44	1935F0294	NATRAYAN K
45	1935F0295	NEETHU C
46	1935F0296	NIKHIL JOSE
47	1935F0297	NIVETHA.R
48	1935F0298	PARIVENDHAN B
49	1935F0299	POOJA SASIKUMAR
50	1935F0300	PRAKASH R P
51	1935F0301	PRAVEEN DAS R
52	1935F0302	RAJ KUMAR A
53	1935F0303	RAKSHANA. C
54	1935F0304	RAMESH M
55	1935F0305	RAZEEN K
56	1935F0306	RINCY VARGHESE
57	1935F0307	SABITHA VS
58	1935F0308	SACHITRA C
59	1935F0309	SANDEEP M
60	1935F0310	SARATH K U
61	1935F0311	SARGA PAVITHRAN
62	1935F0312	SHABINAS NS
63	1935F0313	SHAKOOR MILHAN N A
64	1935F0314	SHEBIN TOMY
65	1935F0315	SHEENU K SHAJI
66	1935F0316	SHIGIL V S
67	1935F0317	SHRIRAM B
68	1935F0318	UDHAYAKUMAR.S
69	1935F0319	VIKASH RAHUL K
70	1935F0320	VISHNU V
71	1935F0321	VISHNU VIJAYAN
72	1935F0322	VYSAKH A P
73	1935F0323	WAZIL RAZEEN S
74	1935F0679	VAISHAK P MENON
75	1935F0681	GOPALAKRISHNAN L
76	1935F0682	KANNAN J

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EVENT CO-ORDINATOR

PRINCIPAL

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AGENDA

Prayer Song	Ms. ATHULYA J (Student MCA)
Welcome Address	Mr. R. Prabhu
Chief Guest Address	Dr. Sulekha R
Presidential Address	Dr. S. Franklin John
Vote of thanks	Mr. DIVYA D (MCA Student)

Venue: MCA LAB, NCM Time: 10:30 am-1:00pm Date: 18.02.2019

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Nehru Gardens, Thirumalayampalayam
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Report

The Department of Computer Applications of Nehru College of Management organized a one day workshop on software testing using "Selenium" for MCA students on **18.02.2019**. Presidential address was delivered by the principal of Nehru College of Management Dr. S. Franklin John and Dr. Sulekha R, Assistant Professor at NGM College Pollachi, was the resource person of the program, Chief Guest was in roduced by Dean of the Department Mr. Fenn.54 students attended and benefited out of the program. The program was conducted by JMJ Institute of Software Testing.

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Student Name List for the year 2019-2020

S.NO	REGISTER NO	NAME
1	1738M7062	AJAY GHOSH
2	1738M7063	AJAY R
3	1738M7064	AJMAL AHSAN K
4	1738M7065	AKHILA P K
5	1738M7066	AKSHAI A
6	1738M7067	AKSHAY P
7	1738M7068	ALBIN SEBASTIAN
8	1738M7069	ANISHA A
9	1738M7070	ANISHA B
10	1738M7071	ANISHA S
11	1738M7072	ANJAL SAJITH K P
12	1738M7073	ANJU A
13	1738M7074	ANJUSHA BHASKARAN K B
14	1738M7075	ARATHI DEV K V
15	1738M7076	ARATHI UNNI K
16	1738M7077	ARCHANA SREEJITH
17	1738M7078	ASWATHY M
18	1738M7079	ATHIRA K V
19	1738M7080	ATHULYA J
20	1738M7081	BASKAR S
21	1738M7082	BENITO JOHNSON J
22	1738M7083	BIJOY PRAKASH
23	1738M7084	BONEY BOBAN KURIAN
24	1738M7085	DINESH A
25	1738M7086	DIVYA D
26	1738M7087	FARHAN AJMAL K
27	1738M7088	GANESH KUMAR K
28	1738M7089	GREESHMA M
29	1738M7090	HIMARAG S
30	1738M7091	JAGANNATH. P.K
31	1738M7092	LIVINSTON L
32	1738M7093	MANU MURALIDHARAN
33	1738M7094	MIDHUN M
34	1738M7095	MIDHUNA K
35	1738M7096	MITHRA R
36	1738M7097	MOHAMMED SHAHID A M
37	1738M7098	NANDHA KUMAR M
38	1738M7099	NARAYANA MOORTHY M
39	1738M7100	NAVANEETH A

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40	1738M7101	NAVEEN KUMAR M
41	1738M7102	NAVEEN S
42	1738M7103	NEETHU G
43	1738M7104	NIHARA JIJI V
44	1738M7105	NIKHIL C
45	1738M7106	NIKHIL R
46	1738M7107	NITHILDAS B
47	1738M7108	OVIYA S
48	1738M7109	PAVITHRA R
49	1738M7110	PRAKASH R
50	1738M7111	RAHUL KRISHNAN M
51	1738M7112	RAHUL R
52	1738M7113	RAJA SEKHAR M
53	1738M7114	REMESH K R
54	1738M7116	RISHIKUMAR
55	1738M7117	RISHWAN RASHEED K R
56	1738M7118	SADHAM M
57	1738M7119	SANAT SAIVI
58	1738M7120	SANJAY K
59	1738M7121	SANTHOSHKUMAR M
60	1738M7122	SARATH RAJ B V
61	1738M7123	SHAMSHATH NISHA
62	1738M7124	SHIFANA K S
63	1738M7125	SREERAJ J
64	1738M7126	SUHESH M M
65	1738M7127	VARUN S
66	1738M7128	VELLINGIRI B
67	1738M7129	VIJAYA KUMAR P
68	1738M7130	VINAYAPRASAD UDAYAN
69	1738M7131	VINDHUJA MENON V
70	1738M7132	VINEESH V

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5.1.2- Capacity building and skills enhancement initiatives taken by the institutioninclude for the year 2018-2019 include the following:

13. **Soft skills**
14. **Language and communication skills**
15. **Life skills (Yoga, physical fitness, health and hygiene)**
16. **ICT/computing skills**

Response: A. All the Above

4) Soft Skills & Communication Skills:

Trained by

Nehru Corporate Placement & Industrial Relations

Nehru Group of Institutions

Coimbatore

Title of the Course	Business Aptitude & Communication Skills I
Course Code	MBACS102
Semester & Year offered	I year /1 semester
Course / Session	30 hours /20 Sessions (90 minutes each)
Target Batches	First year MBA students (2021 Passing out batches)
Objectives of the Course	To train them on the conduct of group discussion and to make effective participation in any group discussion. To enable them to make a good contribution in any given topic on public speaking To hone their basic numeric and arithmetic aptitude To enlighten them on the basics of business communication like letter and Email writing. To help them prepare their resume for facing campus interview
Focussed Skill Sets	Group discussion - Quantitative aptitude - Resume building - business communication

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Expected outcome	At the end of the course students must be able to make an appreci ble attempt in any group discussion. They must be able perform fairly well in the aptitude and verbal preliminary rounds of the campus interview. Also they must be able to carry out formal business communication like job application, cover letter, and drafting professional email according to their needs.

Prerequisite	Nil
Course Coordinator	
Reviewer 1	
Reviewer 2	
Last Reviewed	October 3, 2019

Unit	Contents	Duration (Hours)
1	Introduction & Orientation Course introduction - Training expectations - Pre-assessment -MBPR10201 - MBPR10202	1.5
2	Speaking Skills Impromptu (JAM) - Public Speaking - GD Inputs - Mock GD	13.5
3	Business Aptitude Quantitative aptitude- Arithmetic reasoning- Data Interpretation - Assessments	7.5
Unit	Contents	Duration (Hours)
4	Verbal Aptitude Reading Comprehension - Essay writing - Business communication -letter & Email writing - Verbal Assessments - synonyms - Antonyms - sentence correction	4.5
5	Interview Skills Resume Building	1.5
6	Post Assessments MBPO10201 - Post Evaluation assessment - Feedback - Instructions regrading Followup training	1.5

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Session Details

Session	Topics	Unit
1	Expectation Gathering & Setting	1
2	Speaking Skills - Just a Minute	2
3	Speaking Skills - Public Speaking Input	2
4	Speaking Skills - Public Speaking	2
5	Speaking Skills - Public Speaking	2
6	Speaking Skills - GD Input	2
7	Speaking Skills - GD Input - (Case Based GD)	2
8	Speaking Skills - Mock GD	2
9	Speaking Skills - Mock GD	2
10	Speaking Skills - Mock GD	2
11	Business Aptitude - Quantitative aptidue	3
12	**Business Aptitude - Quantitative aptidue**	**3**
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

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List of Assessments			
Sno	Name of the Assessment	Content	Unit
1	MBPR10201	Pre Assessment - Aptitude	1
2	MBPR10202	Pre Assessment - Communication	1
3	MBUA10201	Assignment - Public Speaking	2
4	MBUA10202	Quiz - Group Discussion	2
5	MBUA10203	Quiz - Quantitative aptitude 01	3
6	MBUA10204	Quiz - Quantitative aptitude 02	3
7	MBUA10205	Quiz - Arithmetic Reasoning 01	3
8	MBUA10206	Quiz - Arithmetic Reasoning 02	3
9	MBUA10207	Quiz - Data Interpretation	3
10	MBUA10208	Quiz - Reading Comprehension	4
11	MBUA10209	Assignment - Letter Writing	4
12	MBUA10210	Assignment - Essay Writing	4
13	MBUA10211	Quiz - Verbal Aptitude 01	4
14	MBUA10212	Quiz - Verbal Aptitude 02	4
15	MBUA10213	Quiz - Email etiquette	4
16	MBUA10214	Quiz -Resume Building	5
17	MBPO10201	Post Assessment - Aptitude	6
18	MBPO10202	Post Assessment - Communication	6

PRINCIPAL

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BE POSITIVE INSTITUTE FOR SKILLING PVT LTD

27/09/2021

Coimbatore

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641018.

Dear Sir,

Sub: Communication Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C, C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content**.** As per the discussion had with you please find below the detailed Communication Program proposal.

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Principal
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Communication Module:

Our Communication Module is designed to address the problem of the

students who struggle to comprehend English language in the true sense and to communicate. The curriculum consists of five sections - Reading Skills, Speaking Skills, Writing Skills, Listening Skills and Presentation Skills - through which we make the students **participate in the learning process**.

Following is the communication training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	COMMUNICATION	10 days	Rs.1500/-

Note:

- Module wise worksheets will be provided after each session
- The classes will be conducted from 1.30 pm to 4.30 pm for all 10 Fridays.
- The mode of training will be Online
- The fee mentioned above is exclusive of 18% GST
- The fee mentioned above is for 52 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum

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- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Technology, Coimbatore
- Heera college of Engineering, Trivandrum,
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum,
- Government Polytechnic for women ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore

• Sri Krishna college of Engineering & Technology, Coimbatore

• Hindustan Group of Institutions, Coimbatore

• Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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Active vs. Passive Coping Strategies Subtitle: Identify active and passive coping strategies.

Not all coping strategies are effective. Passive coping strategies usually involve avoiding problems and are unlikely to help you very much in the long run. Active coping strategies, on the other hand, are geared towards finding a way to improve the situation.
This activity will ask you to identify active and passive coping strategies.

Instructions: Carefully read each coping strategy and answer whether it is active or passive.

Coping Strategy #1:

Watching a fifth hour of Netflix to relax before a big test...even though you haven't studied.

Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is passive coping: when you watch Netflix instead of studying, you avoid the problem.
Coping Strategy #2:

Setting up an appointment with a peer tutor.
Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is active coping: setting up an appointment with a peer tutor is an action to improve the situation..
Coping Strategy #3:
Pretending that you have other plans in order to avoid a party where you don't know anyone.\

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Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: pretending that you have other plans is an example of avoiding a situation.

Coping Strategy #4:

Introducing yourself to someone at a party where you don't know anyone.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you introduce yourself, you actively work on the problem of not knowing anyone at the party.

Coping Strategy #5:

Using drugs or alcohol to relax when you're anxious

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you use drugs or alcohol to relax, you avoid confronting

your problems, and may even make them worse.

Coping Strategy #6:

Talking to a family member, friend, or therapist when you're anxious.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you reach out to someone you trust, they can help you.

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Coping Strategy #7:

Avoiding the gym because you find it intimidating.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the gym rather than finding ways to conquer

your fear.

Coping Strategy #8:

Finding a gym buddy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by finding a gym buddy, you're working towards feeling more

comfortable at the gym.

Coping Strategy #9:

Assuming that you will eat better when you have more time.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the situation by putting it off.

Coping Strategy #10:

Pre-planning or pre-cooking meals for times you know you'll be busy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by pre-planning your meals, you take actions toward eating healthy, even when you're busy.

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Coping Strategy #11:

Not looking at your bank account because you feel like you're probably broke.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you choose not to look at your bank account, you're avoiding the problem.

Coping Strategy #12:

Listing your weekly expenses and coming up with a budget.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by coming up with a budget, you are in better control of your finances.

Congratulations! You have completed the activity.

For more help with active coping strategies, set up an appointment with a counsellor, or check out the rest of this module.

BPIS Be Positive Institute for Skilling Pvt.Ltd 206/3, 2nd Floor, Devarajan Cen er, Sathyamurthy Road, Ramnagar, Coimbatore -641009. Tel: 0422-2233753

Email:info@bepozitive.com

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Coimbatore - 641 105

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641105.

Dear Sir,

Sub: Digital Marketing Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor & Vallakadavu Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C,C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content. As per the discussion had with you please find below the detailed Digital Marketing Program proposal.

Digital Marketing Modules:

1) Search Engine Optimization
2) Branding
3) Search Engine MARKETING
4) Social Media
5) Content marketing
6) Email Marketing
7) E commerce
8) Why Choose a Career in Digital Marketing?

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Following is the Digital Marketing training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	DIGITAL MARKETING	8 days	Rs.2500/-

Note:

- The classes will be conducted from 9.00 am to 4.00 pm for all 8 days.
- The fee mentioned above is exclusive of 18% GST.
- The fee mentioned above is for 70 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

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- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum
- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum

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- SVS College of Engineering & Heera college of Engineering, Trivandrum, Technology, Coimbatore
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum
- Government Polytechnic for women , ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore
- Sri Krishna college of Engineering & Technology, Coimbatore
- Hindustan Group of Institutions, Coimbatore
- Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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CCS-1: ASPECTS OF COMMUNICATION

Unit-1: Communication: An Introduction

- Definition, Nature and Scope of Communication
- Importance and Purpose of Communication
- Process of Communication
- Types of Communication

Unit-2: Non-Verbal Communication

- Personal Appearance
- Gestures
- Postures
- Facial Expression
- Eye Contacts
- Body Language(Kinesics)
- Time language
- Silence
- Tips for Improving Non-Verbal Communication

Unit-3: Effective Communication

- Essentials of Effective Communication
- Communication Techniques
- Barriers to Communication

Unit-4: Communication Network in an Organization-I

- Personal Communication
- Internal Operational Communication

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- External Operational Communication

Unit-5: Communication Network in an Organization-II

- Horizontal(Lateral) Communication
- Vertical(Downward) Communication
- Vertical(Upward) Communication

Unit-6: Communication in English

- Age of Globalization and the Need for Communicating in English
- English as the First or Second language
- Uses of English in academic and non-academic situations in India

CCS-2: VERBAL COMMUNICATION

Unit-7: Listening Skills-I

- Purpose of Listening
- Listening to Conversation (Formal and Informal)
- Active Listening- an Effective Listening Skill
- Benefits of Effective Listening
- Barriers to Listening
- Listening to Announcements- (railway/ bus stations/ airport /sports announcement/ commentaries etc.)

Unit-8: **Listening Skills-II**

- Academic Listening (Listening to Lectures)
- Listening to Talks and Presentations
- Note Taking Tips

Unit-9: Oral Communication Skills (Speaking Skills)-I

- Importance of Spoken English

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- Status of Spoken English in India
- International Phonetic Alphabet(IPA) Symbols
- Spelling and Pronunciation

Unit-10: Oral Communication Skills-II(Communication in Context-I)

- Asking for and giving information
- Offering and responding to offers
- Requesting and responding to requests
- Congratulating people on their success
- Expressing condolences
- Asking questions and responding politely
- Apologizing and forgiving

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Unit-11: Oral Communication Skills-III (Communication in Context-II)

- Giving instructions
- Seeking and giving permission
- Expressing opinions(likes and dislikes)
- Agreeing and disagreeing
- Demanding explanations
- Asking for and giving advice and suggestions
- Expressing sympathy

Unit-12: Reading Skills

- Purpose, Process, Methodologies
- Skimming and Scanning
- Levels of Reading
- Reading Comprehension
- Academic Reading Tips

CCS-3: VERBAL COMMUNICATION (WRITTEN)

Unit-13: Effective Writing Skills-I

- Elements of Effective Writing (What is Writing?
- The Sentence, Phrases and Clauses
- Types of Sentences

Unit-14: Effective Writing Skills-II

- Main Forms of Written Communication
- Paragraph Writing (Linkage and Cohesion)
- Letter Writing(formal and informal)
- Essay writing

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- Notices

Unit-15: Effective Writing Skills-III

- Summarising
- Précis Writing
- Note-making

Unit-16: Understanding and Applying Vocabulary

- Words Often Confused-Pairs of words
- One Word Substitutes
- Synonyms and Antonyms
- Word Formation: Prefixes, Bases and Suffixes (Derivational & Inflectional).

Unit-17: Remedial English Grammar and Usage-I

- Articles
- Parts of Speech
- Tenses
- Modals

Unit-18: Remedial English Grammar and Usage-II

- Prepositions and words followed by prepositions
- Concord (Agreement of the Verb with the Subject)
- Error Analysis(Correction of Errors in a given sentence - errors in the use of words -errors of indianisms - use of slang - errors in punctuation)

CCS-4: COMMUNICATION AS A SKILL FOR CAREER BUILDING

Unit-19: Preparing for a Career

- Identifying job openings
- Applying for a job
- Preparing Cover letters

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- Preparing a CV/Resume and Effective Profiling

Unit-20: Presentation Skills

- Preparing a PowerPoint Presentation
- Greeting and introducing
- Presenting a Paper
- Group Discussions
- Preparing for and Facing a Job Interview

Unit-21: Business Communication

- Preparing Agenda and Minutes for Meetings
- Writing Notices and Memos
- Drafting an E-mail, Press Release
- Correspondence with Govt./Authorities, Office Orders, Enquiries and Replies)

Unit-22: Telephone Skills

- Basics of Telephone communication
- How to handle calls- telephone manners
- Leaving a message
- Greeting and Leave Taking over phone(etiquette)

Unit-23: Time & Stress Management

- Identifying Time Wasters
- Time Management Tips
- Identifying Factors Responsible for Stress
- Stress Management Tips
- Test Preparation Tips

Unit-24: Soft Skills for Leadership and Team Management

- Qualities of a Good Leader

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- Leadership Styles
- Decision Making
- Intrapersonal skills
- Interpersonal skills
- Problem solving
- Critical thinking
- Negotiation skills

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Nehru Gardens, Thirumalayampalayam Post, Coimbatore - 641 105.

List of Student enrolled for Be+ve(positive) Communication class for the Academic Year (2018-2019)

MBA I

S.No	Name of the Student	Signature
1	ABDUL SAMAD A.H	
2	ADIL.S.S	
3	ADITHYA NARAYANAN K S	
4	AGNI PRASATH K	
5	AHAMED BASSAM S S H	
6	AJITH P	
7	AKHIL C	
8	AKHIL DAVIS	
9	AKSHAY KRISHNAN.L.R	
10	ALAN SUNNY	
11	ALEN RAJU	
12	ALSHA. P. ANILKUMAR	
13	AMAL JAMES	
14	AMAL JOSEPH K	
15	AMALRAJ K BENNY	
16	ANJITHA MARTIN	
17	ANZAN NAHAS M	
18	ARUNSAI K G	
19	ATHIRA GOPINATH NAIR	
20	BHARATH S	
21	BINI XAVIER	
22	BINJU JOSEPH	
23	CHRIS ABRAHAM	
24	CLINT BIJI VARGHESE	
25	DHANYA J	
26	DINESH S	

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27	ESTHER EVANJALIN	
28	JAGAN PRASANTH.G	
29	JERIN R	
30	KATHIRAVAN R	
31	KEERTHY T M	
32	LANZY GAMAL ELDIN HASSAN JUMA	
33	LIYA ANN LOUIES	
34	MAHAROOF. K.P	
35	MARI ALIAS JAYAPRAKASH.V	
36	MENON VISHNU GOPINATH	
37	MOHAMMED NABEEL	
38	MOHAMMED SHALIK.S	
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52	PRAVEEN P	
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54	RIJIN REJI	
55	RINU K	
56	ROHAN DAN JACOB	
57	SABANESH KUMAR S	
58	SANJU. T	
59	SARAVANA KUMAR N	
60	SAVITHA C. S	
61	SHAMLA V A	

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List of Student enrolled for Be +ve (positive) Communication class for the Academic Year (2018-2019)
II MBA

S.no	Name of the Student	Signature
1	ABDUL RAOOF K	
2	ABIJITH KRISHNA C P	
3	ABUL HASAN I	
4	AISWARYA S	
5	AKASH KS	
6	ALPHONSA XAVIER	
7	ANANTHA KUMAR. T	
8	ANTONY ANDROOS S	
9	ARUN REGHU	
10	BIBIN MATHEW	
11	CHINNU BRIGIT MATHEW	
12	CHRISTIN M	
13	DAN THOMAS	
14	DEVIKA VIPIN K	
15	GOWTHAM P	
16	HABEEB RAHMAN M I	
17	JOJY V JOSE	
18	JUSTIN THOMAS	
19	KANNAN S	
20	KARTHIK B	
21	KARTHIK CHOLAKKAL	
22	MANAMPLAVIL SEEJI CHANDRAN	
23	MANAZ U V	
24	NAGARATHINAM R	
25	NIMISHA POTHAN	
26	PRAVEEN CHERIAN	
27	PRINCE JOHN	
28	RAMKUMAR S	
29	RAMESH K	

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30	RIJO JOHNSON CHALAKKAL	
31	SABARISH KUMAR S	
32	SALMAN KHAN A	
33	SREENATH	
34	SANTHOSH	
35	SARATH S	
36	SATHISH KUMAR K	
37	SHIBIN JOSEPH	
38	SIDHIN KUMAR P K	
39	SRINITHAA G	
40	SUBASH A	
41	THANGAM P.	
42	THRISHNA S	
43	VINEETH K.V	
44	UMA MAHESWARI	
45	VEESHMA V	
46	VENKATRAMAN V	
47	VIJIN Y	
48	VISHNU ADITHYAN H	
49	VISHNU K	
50	VISHNU PRASAD S	
51	LEO SIMON	
52	ANU RAJU	
53	THOMAS P JOSEPH	

Class Advisor

HOD

Principal

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Women Development Cell Organizes a Program on Life Skill for Healthy Mind and Body (2018-2019)

International Yoga Day is observed every year on June 21 to raise awareness about this ancient practice and to celebrate the physical and spiritual prowess that yoga has brought to the world. It is a practice which plays an important role in relaxing the mind and body and boosting people's immune system. The program was organized by HR club in association with IQAC cell. The chief guest for the program was **Ms. S. Shanmughavadivu** Assistant Professor NGM College, Pollachi on 21/06/2018 at vaiduriya hall from 10:00 am -12:00pm. In which the chief guest explained the need and benefits of practicing yoga on daily basis, the importance of yoga in maintaining harmony in body and mind. meditation or 'dhyana' teaches how to discipline our mind. Through a systematic practice of yoga, how one can overcome their negative thinking which in turn gives them confidence and enhances their mental power. Which increases self-awareness and helps people to increase their attention and concentration; hence yoga is suitable for all age group which include children,adults as well as old age people. It is the only skill which you can do anytime anywhere. These are some tips put forward by the chief guest **Ms. S. Shanmughavadivu** during the session she also showed many asanas which students can perform for getting concentration. The program was concluded by vote of thanks by Ms. Nandani Assistant professor NCM.

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EVENT CO-ORDINATO

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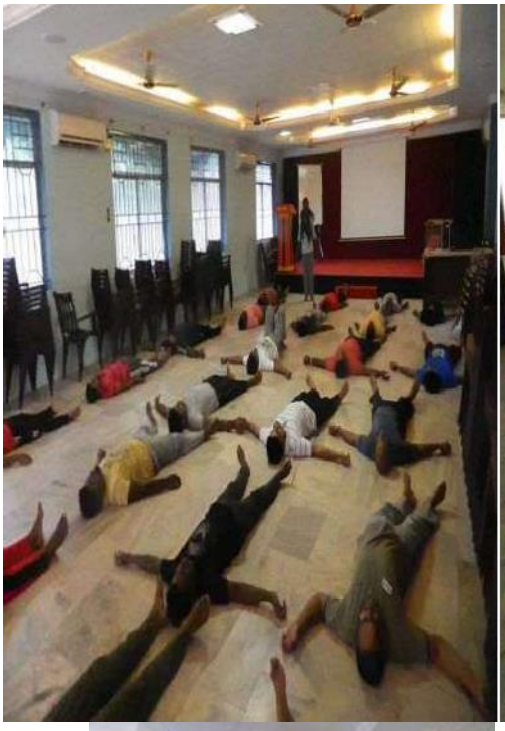
Student Name List for the year 2018-2019

SL. NO	REGISTER NUMBER	NAME OF STUDENTS
1	1835F0198	ABDUL SAMAD A.H
2	1835F0199	ADIL.S.S
3	1835F0200	ADITHYA NARAYANAN K S
4	1835F0201	AGNI PRASATH K
5	1835F0202	AHAMED BASSAM S S H
6	1835F0203	AJITH P
7	1835F0204	AKHIL C
8	1835F0205	AKHIL DAVIS
9	1835F0206	AKSHAY KRISHNAN.L.R
10	1835F0207	ALAN SUNNY
11	1835F0208	ALEN RAJU
12	1835F0209	ALSHA. P. ANILKUMAR
13	1835F0210	AMAL JAMES
14	1835F0211	AMAL JOSEPH K
15	1835F0212	AMALRAJ K BENNY
16	1835F0213	ANJITHA MARTIN
17	1835F0214	ANZAN NAHAS M
18	1835F0215	ARUNSAI K G
19	1835F0216	ATHIRA GOPINATH NAIR
20	1835F0217	BHARATH S
21	1835F0218	BINI XAVIER
22	1835F0219	BINJU JOSEPH
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24	1835F0221	CLINT BIJI VARGHESE
25	1835F0222	DHANYA J
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33	1835F0230	LIYA ANN LOUIES
34	1835F0231	MAHAROOF. K.P
35	1835F0232	MARI ALIAS JAYAPRAKASH.V
36	1835F0233	MENON VISHNU GOPINATH
37	1835F0234	MOHAMMED NABEEL
38	1835F0235	MOHAMMED SHALIK.S
39	1835F0236	MUHAMMED RIYAS M A
40	1835F0237	MUHAMMED SHIBIL.I.K

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41	1835F0238	NANDHINI K N
42	1835F0239	NAVANEEDHA KRISHNAN.M
43	1835F0240	NIKHIL.M
44	1835F0241	NOEL ANCHIL CHERIAN
45	1835F0242	PARTHIPAN. S
46	1835F0243	PRADEEPKUMAR. A.M
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51	1835F0248	PRAVEEN KUMAR S.P
52	1835F0249	PRAVEEN P
53	1835F0250	PRAVEEN.P.K
54	1835F0251	RIJIN REJI
55	1835F0252	RINU K
56	1835F0253	ROHAN DAN JACOB
57	1835F0254	SABANESH KUMAR S
58	1835F0255	SANJU. T
59	1835F0256	SARAVANA KUMAR N
60	1835F0257	SAVITHA C. S
61	1835F0258	SHAMLA V A
62	1835F0259	SHARFUDHEEN A.
63	1835F0260	SIDHARTH M
64	1835F0261	SIDHARTH. K.P
65	1835F0262	SNEHA SHAJI
66	1835F0263	SREEJITH. M. NAIR
67	1835F0264	SREELAKSHMI M S
68	1835F0265	SRUTHIN MOHAN
69	1835F0266	STEFIYA.G
70	1835F0267	SUMESH C S
71	1835F0268	SUSHMITHA.V
72	1835F0269	TONY BABU
73	1835F0270	UMAIS.P.C
74	1835F0271	VISHNU M
75	1835F0537	RANJITH.R
76	1835F0540	VISHNU S
77	1835F0541	SREEJA.K
78	1835F0542	AIWIN JOSEPH P
79	1835F0543	AKSHAY S NAIR
80	1835F0544	ATHUL KRISHNA A
81	1835F0545	VAHID ALI

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EVENT CO-ORDINATOR

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T.M. Palayam,
COIMBATORE - 641 105.

A Program Organized for I MBA -Data Analysis (Mrs. R. Vijayalakshmi – Associate Professor & Head, KCET College- 2018-2019)

The workshop focuses on two aspects of the data, using theoretical models in the collection, design, and analysis of data, and the real-world process of creating and implementing solutions based on that data. Students will learn to be data thinkers by understanding the power of data, the limits of data analysis, and then apply their learning to real time projects. 81 students attended and benefited out of the program.



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Student enrolled for Data Analytics -2018-2019

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3	1835F0200	ADITHYA NARAYANAN K S
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39	1835F0236	MUHAMMED RIYAS M A
40	1835F0237	MUHAMMED SHIBIL.I.K
41	1835F0238	NANDHINI K N
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43	1835F0240	NIKHIL.M
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47	1835F0244	PRANAV K
48	1835F0245	PRANAV NARAYANAN P
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81	1835F0545	VAHID ALI

HOD-MCA

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5.1.2- Capacity building and skills enhancement initiatives taken bythe institutioninclude for the year 2017-2018 include the following:

17. **Soft skills**
18. **Language and communication skills**
19. **Life skills (Yoga, physical fitness, health and hygiene)**
20. **ICT/computing skills**

Response: A. All the Above

5) Soft Skills & Communication Skills:

Trained by

Nehru Corporate Placement & Industrial Relations

Nehru Group of Institutions

Coimbatore

Title of the Course	Business Aptitude & Communication Skills I
Course Code	MBACS102
Semester & Year offered	I year /1 semester
Course / Session	30 hours /20 Sessions (90 minutes each)
Target Batches	First year MBA students (2021 Passing out batches)
Objectives of the Course	To train them on the conduct of group discussion and to make effective participation in any group discussion. To enable them to make a good contribution in any given topic on public speaking To hone their basic numeric and arithmetic aptitude To enlighten them on the basics of business communication like letter and Email writing. To help them prepare their resume for facing campus interview

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Focussed Skill Sets	Group discussion - Quantitative aptitude - Resume building - business communication
Expected outcome	At the end of the course students must be able to make an appreci ble attempt in any group discussion. They must be able perform fairly well in the aptitude and verbal preliminary rounds of the campus interview. Also they must be able to carryout formal business communication like job application, cover letter, and drafting professional email according to their needs.
Prerequisite	Nil
Course Coordinator	
Reviewer 1	
Reviewer 2	
Last Reviewed	October 3, 2019

Unit	Contents	Duration (Hours)
1	Introduction & Orientation Course introduction - Training expectations - Pre-assessment -MBPR10201 - MBPR10202	1.5
2	Speaking Skills Impromptu (JAM) - Public Speaking - GD Inputs - Mock GD	13.5
3	Business Aptitude Quantitative aptitude- Arithmetic reasoning- Data Interpretation - Assessments	7.5
Unit	Contents	Duration (Hours)
4	Verbal Aptitude Reading Comprehension - Essay writing - Business communication -letter & Email writing - Verbal Assessments - synonyms - Antonyms - sentence correction	4.5
5	Interview Skills Resume Building	1.5
6	Post Assessments MBPO10201 - Post Evaluation assessment - Feedback - Instructions regrading Followup training	1.5

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Session Details

Session	Topics	Unit
1	Expectation Gathering & Setting	1
2	Speaking Skills - Just a Minute	2
3	Speaking Skills - Public Speaking Input	2
4	Speaking Skills - Public Speaking	2
5	Speaking Skills - Public Speaking	2
6	Speaking Skills - GD Input	2
7	Speaking Skills - GD Input - (Case Based GD)	2
8	Speaking Skills - Mock GD	2
9	Speaking Skills - Mock GD	2
10	Speaking Skills - Mock GD	2
11	Business Aptitude - Quantitative aptidue	3
12	Business Aptitude - Quantitative aptidue	3
13	Business Aptitude - Arithmetic reasoning	3
14	Business Aptitude - Arithmetic reasoning	3
15	Business Aptitude- Data Interpretation	3
16	Verbal Aptitude - Reading Comprehension	4
17	Verbal Aptitude - Synonyms -Antonyms - sentence Correction	4
18	Verbal Aptitude-Essay -letter & Email writing	4
19	Interview Skills - Resume Building	5
20	Post Assessments - MBPO1021	6

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List of Assessments			
Sno	Name of the Assessment	Content	Unit
1	MBPR10201	Pre Assessment - Aptitude	1
2	MBPR10202	Pre Assessment - Communication	1
3	MBUA10201	Assignment - Public Speaking	2
4	MBUA10202	Quiz - Group Discussion	2
5	MBUA10203	Quiz - Quantitative aptitude 01	3
6	MBUA10204	Quiz - Quantitative aptitude 02	3
7	MBUA10205	Quiz - Arithmetic Reasoning 01	3
8	MBUA10206	Quiz - Arithmetic Reasoning 02	3
9	MBUA10207	Quiz - Data Interpretation	3
10	MBUA10208	Quiz - Reading Comprehension	4
11	MBUA10209	Assignment - Letter Writing	4
12	MBUA10210	Assignment - Essay Writing	4
13	MBUA10211	Quiz - Verbal Aptitude 01	4
14	MBUA10212	Quiz - Verbal Aptitude 02	4
15	MBUA10213	Quiz - Email etiquette	4
16	MBUA10214	Quiz -Resume Building	5
17	MBPO10201	Post Assessment - Aptitude	6
18	MBPO10202	Post Assessment - Communication	6

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BE POSITIVE INSTITUTE FOR SKILLING PVT LTD

27/09/2017

Coimbatore

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641018.

Dear Sir,

Sub: Communication Training Proposal

Warm Greetings from Be Positive Institute for Skilling PVT Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C, C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content**.** As per the discussion had with you please find below the detailed Communication Program proposal.

Communication Module:

Our Communication Module is designed to address the problem of the students who struggle to comprehend English language in the true sense and to communicate.

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Coimbatore - 641 105

The curriculum consists of five sections - Reading Skills, Speaking Skills, Writing Skills, Listening Skills and Presentation Skills - through which we make the students **participate in the learning process**.

Following is the communication training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	COMMUNICATION	10 days	Rs.1500/-

Note:

- Module wise worksheets will be provided after each session
- The classes will be conducted from 1.30 pm to 4.30 pm for all 10 Fridays.
- The mode of training will be Online
- The fee mentioned above is exclusive of 18% GST
- The fee mentioned above is for 52 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum

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- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum
- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Technology, Coimbatore
- Heera college of Engineering, Trivandrum,
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum,
- Government Polytechnic for women ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore

• Sri Krishna college of Engineering & Technology, Coimbatore

• Hindustan Group of Institutions, Coimbatore

• Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics

Mobile – 9994416996

Email – kavitha.g@bepozitive.com

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Active vs. Passive Coping Strategies Subtitle: Identify active and passive coping strategies.

Not all coping strategies are effective. Passive coping strategies usually involve avoiding problems and are unlikely to help you very much in the long run. Active coping strategies, on the other hand, are geared towards finding a way to improve the situation.
This activity will ask you to identify active and passive coping strategies.

Instructions: Carefully read each coping strategy and answer whether it is active or passive.

Coping Strategy #1:

Watching a fifth hour of Netflix to relax before a big test...even though you haven't studied.

Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is passive coping: when you watch Netflix instead of studying, you avoid the problem.
Coping Strategy #2:

Setting up an appointment with a peer tutor.
Take a moment to think about whether this is an active or passive coping strategy.
Feedback: This is active coping: setting up an appointment with a peer tutor is an action to improve the situation..
Coping Strategy #3:

Pretending that you have other plans in order to avoid a party where you don't know anyone.\

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Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: pretending that you have other plans is an example of avoiding a situation.

Coping Strategy #4:

Introducing yourself to someone at a party where you don't know anyone.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you introduce yourself, you actively work on the problem of not knowing anyone at the party.

Coping Strategy #5:

Using drugs or alcohol to relax when you're anxious

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you use drugs or alcohol to relax, you avoid confronting

your problems, and may even make them worse.

Coping Strategy #6:

Talking to a family member, friend, or therapist when you're anxious.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: when you reach out to someone you trust, they can help you.

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Coping Strategy #7:

Avoiding the gym because you find it intimidating.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the gym rather than finding ways to conquer your fear.

Coping Strategy #8:

Finding a gym buddy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by finding a gym buddy, you're working towards feeling more comfortable at the gym.

Coping Strategy #9:

Assuming that you will eat better when you have more time.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: you're avoiding the situation by putting it off.

Coping Strategy #10:

Pre-planning or pre-cooking meals for times you know you'll be busy.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by pre-planning your meals, you take actions toward eating healthy, even when you're busy.

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Coping Strategy #11:

Not looking at your bank account because you feel like you're probably broke.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is passive coping: when you choose not to look at your bank account, you're avoiding the problem.

Coping Strategy #12:

Listing your weekly expenses and coming up with a budget.

Take a moment to think about whether this is an active or passive coping strategy.

Feedback: This is active coping: by coming up with a budget, you are in better control of your finances.

Congratulations! You have completed the activity.

For more help with active coping strategies, set up an appointment with a counsellor, or check out the rest of this module.

BPIS Be Positive Institute for Skilling Pvt.Ltd 206/3, 2nd Floor, Devarajan Cen er, Sathyamurthy Road, Ramnagar, Coimbatore -641009. Tel: 0422-2233753

Email:info@bepozitive.com

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
Principal
Nehru College of Management
Nehru Gardens, Thirumalayampalayam
Coimbatore - 641 105

To

The Principal,

Nehru College of Management,

Nehru Gardens,

Coimbatore - 641105.

Dear Sir,

Sub: Digital Marketing Training Proposal

Warm Greetings from Be Positive Institute for Skilling Pvt Ltd…

At the outset we would like to thank for the interest shown in getting Nehru MBA students trained by Be Positive Institute. In this regard please find below the detailed training proposal. Be Positive Institute for Skilling Pvt Ltd (BPIS), an authorized Oracle WDP partner has its offices at Ramnagar, Coimbatore, Vanchiyoor & Vallakadavu Trivandrum and Mainguard Gate, Trichy. BPIS Offer courses in cutting edge Technologies such as Big Data Analytics, Cloud Computing, Java SE8 and IoT with Oracle certifications and Python, Android, C,C++ with BPIS certifications. BPIS also offer courses in other verticals like Communication and Placement Training with a proven content. As per the discussion had with you pl ase find below the detailed Digital Marketing Program proposal.

Digital Marketing Modules:

1) Search Engine Optimization
2) Branding
3) Search Engine MARKETING
4) Social Media
5) Content marketing
6) Email Marketing

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7) E commerce

8) Why Choose a Career in Digital Marketing?

Following is the Digital Marketing training fee details:

Sno	Course	DURATION IN DAYS	FEE PER STUDENT
1	DIGITAL MARKETING	8 days	Rs.2500/-

Note:

- The classes will be conducted from 9.00 am to 4.00 pm for all 8 days.
- The fee mentioned above is exclusive of 18% GST.
- The fee mentioned above is for 70 students.

Training methodology:

The skills offered at Be Positive are designed and developed to make an individual to comprehend the concepts by exercising their thinking. Learning by doing is the intrinsic part of our training methodology. In a nutshell, Be Positive aims at providing the conceptual learning and the cognitive learning to the individuals to get the desired results. We execute our curriculum with this approach to give theoretical and technical knowledge.

Our college executions:

- SNS College of Technology, Coimbatore
- Adithya Institute of Technology, Coimbatore
- Nirmala College for Women, Coimbatore
- Coimbatore Institute for Engineering & Technology, Coimbatore
- NGM College of Arts and Science, Pollachi
- MG College of Engineering, Trivandrum
- Shine College, Trivandrum
- John Cox memorial CSI Institute of Technology, Trivandrum

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- Rajadhani Institute of Engineering and Technology, Trivandrum
- Christ Nagar College, Trivandrum
- St Thomas Institute for Science and Technology, Trivandrum
- SVS College of Engineering & Heera college of Engineering, Trivandrum, Technology, Coimbatore
- Marian college of Engineering, Trivandrum
- Nehru college of Management ,Coimbatore
- SVR Matriculation school, Trichy
- LoordhuMadha engineering College, Trivandrum
- Government Polytechnic for women , ,Trivandrum,
- Golden Polytechnic college ,Salem
- PSG Polytechnic college ,Coimbatore
- Sri Krishna college of Engineering & Technology, Coimbatore
- Hindustan Group of Institutions, Coimbatore
- Nehru College of Arts & Science, Coimbatore

Partnerships:

- Authorized Oracle Workforce Development College Partner
- Authorized AMCAT Testing Centre.
- Bosch BRIDGE Program Partner
- Pearsonvue Testing Center.

Detailed schedule will be shared after the consultations with the academicians.

Authorized Signatory

G KAVITHA Head Academics
Mobile – 9994416996
Email – kavitha.g@bepozitive.com

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CCS-1: ASPECTS OF COMMUNICATION

Unit-1: Communication: An Introduction

- Definition, Nature and Scope of Communication
- Importance and Purpose of Communication
- Process of Communication
- Types of Communication

Unit-2: Non-Verbal Communication

- Personal Appearance
- Gestures
- Postures
- Facial Expression
- Eye Contacts
- Body Language(Kinesics)
- Time language
- Silence
- Tips for Improving Non-Verbal Communication

Unit-3: Effective Communication

- Essentials of Effective Communication
- Communication Techniques
- Barriers to Communication

Unit-4: Communication Network in an Organization-I

- Personal Communication
- Internal Operational Communication

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- External Operational Communication

Unit-5: Communication Network in an Organization-II

- Horizontal(Lateral) Communication
- Vertical(Downward) Communication
- Vertical(Upward) Communication

Unit-6: Communication in English

- Age of Globalization and the Need for Communicating in English
- English as the First or Second language
- Uses of English in academic and non-academic situations in India

CCS-2: VERBAL COMMUNICATION

Unit-7: Listening Skills-I

- Purpose of Listening
- Listening to Conversation (Formal and Informal)
- Active Listening- an Effective Listening Skill
- Benefits of Effective Listening
- Barriers to Listening
- Listening to Announcements- (railway/ bus stations/ airport /sports announcement/ commentaries etc.)

Unit-8: **Listening Skills-II**

- Academic Listening (Listening to Lectures)
- Listening to Talks and Presentations
- Note Taking Tips

Unit-9: Oral Communication Skills (Speaking Skills)-I

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- Importance of Spoken English
- Status of Spoken English in India
- International Phonetic Alphabet(IPA) Symbols
- Spelling and Pronunciation

Unit-10: Oral Communication Skills-II(Communication in Context-I)

- Asking for and giving information
- Offering and responding to offers
- Requesting and responding to requests
- Congratulating people on their success
- Expressing condolences
- Asking questions and responding politely
- Apologizing and forgiving

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Unit-11: Oral Communication Skills-III (Communication in Context-II)

- Giving instructions
- Seeking and giving permission
- Expressing opinions(likes and dislikes)
- Agreeing and disagreeing
- Demanding explanations
- Asking for and giving advice and suggestions
- Expressing sympathy

Unit-12: Reading Skills

- Purpose, Process, Methodologies
- Skimming and Scanning
- Levels of Reading
- Reading Comprehension
- Academic Reading Tips

CCS-3: VERBAL COMMUNICATION (WRITTEN)

Unit-13: Effective Writing Skills-I

- Elements of Effective Writing (What is Writing?
- The Sentence, Phrases and Clauses
- Types of Sentences

Unit-14: Effective Writing Skills-II

- Main Forms of Written Communication
- Paragraph Writing (Linkage and Cohesion)
- Letter Writing(formal and informal)

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- Essay writing
- Notices

Unit-15: Effective Writing Skills-III

- Summarising
- Précis Writing
- Note-making

Unit-16: Understanding and Applying Vocabulary

- Words Often Confused-Pairs of words
- One Word Substitutes
- Synonyms and Antonyms
- Word Formation: Prefixes, Bases and Suffixes (Derivational & Inflectional).

Unit-17: Remedial English Grammar and Usage-I

- Articles
- Parts of Speech
- Tenses
- Modals

Unit-18: Remedial English Grammar and Usage-II

- Prepositions and words followed by prepositions
- Concord (Agreement of the Verb with the Subject)
- Error Analysis(Correction of Errors in a given sentence - errors in the use of words -errors of indianisms - use of slang - errors in punctuation)

CCS-4: COMMUNICATION AS A SKILL FOR CAREER BUILDING

Unit-19: Preparing for a Career

- Identifying job openings

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- Applying for a job
- Preparing Cover letters
- Preparing a CV/Resume and Effective Profiling

Unit-20: Presentation Skills

- Preparing a PowerPoint Presentation
- Greeting and introducing
- Presenting a Paper
- Group Discussions
- Preparing for and Facing a Job Interview

Unit-21: Business Communication

- Preparing Agenda and Minutes for Meetings
- Writing Notices and Memos
- Drafting an E-mail, Press Release
- Correspondence with Govt./Authorities, Office Orders, Enquiries and Replies)

Unit-22: Telephone Skills

- Basics of Telephone communication
- How to handle calls- telephone manners
- Leaving a message
- Greeting and Leave Taking over phone(etiquette)

Unit-23: Time & Stress Management

- Identifying Time Wasters
- Time Management Tips
- Identifying Factors Responsible for Stress
- Stress Management Tips
- Test Preparation Tips

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Unit-24: Soft Skills for Leadership and Team Management

- Qualities of a Good Leader
- Leadership Styles
- Decision Making
- Intrapersonal skills
- Interpersonal skills
- Problem solving
- Critical thinking
- Negotiation skills

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Coimbatore - 641 105

PRINCIPAL

Dr. S. FRANKLIN JOHN, MBA, M.Phil, Ph.D.
Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.

Nehru College of Management

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Accredited by NAAC with B++ grade Recognized by UGC with 2(f) 12(B)
An ISO 9001: 2015 Certified Institution,
Nehru Gardens, Thirumalayampalayam Post, Coimbatore - 641 105.

List of Student enrolled for Be +ve (positive) Communication class for the Academic Year 2017-2018

S.no	Name of the Student	Signature
1	ARJUN BOSE	
2	ADHIL RAHMAN	
3	AIN JAMES	
4	AKHIL BALACHANDRAN	
5	AKHIL DILEEP	
6	AKSHATHA. M	
7	ALEN VARGHEES	
8	AMRITHA.S	
9	ANJU KV	
10	ANTONY PAUL	
11	ARJUN KRISHNA K	
12	ARPANA.V.S	
13	ARUN KRISHNAN.T	
14	ARUN KUMAR .S	
15	ARUN MOHANAN	
16	ARUNRAJ .R	
17	ASHILY ANTONY	
18	ASWATHY VV	
19	ATHIRA PRADEEP.M	
20	ATISH G	
21	BALAGI NAIDU. K	
22	BHARATHCHANDRAN.B	
23	BIJISHA CB	
24	BULTON SHEEN S	
25	CHARLIE K KURIAKOSE	
26	DHARINIE	
27	DINU JOHNY	
28	DON PUTHUMANA	
29	FEBIN DANI PHILIP	
30	HARISHANKAR MENON C	
31	HARISHMA KRISHNAN	

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Nehru Gardens, Thirumalayampalayam
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32	JAGGINS PT	
33	JAMSHEER N	
34	JENIL JOHNSON	
35	JESTIN DANI VARUGHESE	
36	JISHNU RAJ S	
37	JUBIN JOSEPH	
38	JUSTIN KURIAKOSE	
39	KARTHIKEYARAJAN. P	
40	KEERTHANA.S	
41	KRISHNA PRIYA PR	
42	KRISHNAVENI.K	
43	LAKSHMANA PRASAD	
44	LIJO GEORGE	
45	MADAN LAL R	
46	MASHBHA THOMAS	
47	MAYA M	
48	MIDHUN LAL N	
49	MINNARA MARTIN	
50	MOHAMED FASIL M	
51	MUHAMED FAZAL P.J	
52	MUHAMED RASHIF	
53	MUHAMMED ASHIF V	
54	NIKHIL.NK	
55	PRIYANKA TP	
56	PRIYANKA. S	
57	REJITHA R	
58	RISHI.C	
59	RUBIN KURIAN	
60	SAFAR IQBAL PR	
61	SAGARA KS	
62	SAJISH KUMAR PK	
63	SANOOJ DEV K	
64	SARGUNAN.M	
65	SATHISH .D	
66	SHAHEEN PM	
67	SHARIGA RAMDAS	
68	SHELJORAG .R	
69	SIJIN UNIS	
70	SIVA RANJINI R	

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71	SNEHA .UK	
72	SOBIKA M	
73	SOJAN JOSEPH	
74	SREEHARI R.S	
75	SUBEESH.M.B	
76	SUJITH. P	
77	SUJITHA.P	
78	SURESH BALU.R	
79	VAISAKH C.S	
80	VIDHYA LAKSMI PT	
81	VIGNESH .B	
82	VINAY P	
83	VISHNU.G	
84	VISHNU K	
85	YEDHU MOHAN	
86	AISHWARYA V NAIR	
87	ELDO.P.K	
88	SIVAPRASAD K S	

CLASS ADVISOR

HOD

PRINCIPAL

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
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Coimbatore - 641 105

Nehru College of Management
Affiliated to Bharathiar University & Approved by AICTE, New Delhi
Accredited by NAAC with "B++" grade Recognized by UGC with 2(f) 12(B)
An ISO 14001:2004 &9001: 2015 Certified Institution,
"Nehru Gardens "Thirumalayampalayam,Coimbatore - 641 105.

List of Student enrolled for Be+ve(positive) Communication class for the Academic Year 2017-2018

MBA I

S.No	Name of the Student	Signature
1	ABDUL RAOOF K	
2	ABIJITH KRISHNA C P	
3	ABUL HASAN I	
4	ADHARSH VIJAYAN	
5	AISWARYA S	
6	AKASH KS	
7	ALPHONSA XAVIER	
8	ANANTHA KUMAR. T	
9	ANTONY ANDROOS S	
10	ARUN REGHU	
11	BIBIN MATHEW	
12	CHINNU BRIGIT MATHEW	
13	CHRISTIN M	
14	DAN THOMAS	
15	DEVIKA VIPIN K	
16	GOWTHAM P	
17	HABEEB RAHMAN M I	
18	JOJY V JOSE	
19	JUSTIN THOMAS	
20	KANNAN S	
21	KARTHIK B	
22	KARTHIK CHOLAKKAL	
23	MANAMPLAVIL SEEJI CHANDRAN	
24	MANAZ U V	
25	NAGARATHINAM R	
26	NIMISHA POTHAN	
27	PRAVEEN CHERIAN	

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Nehru Gardens, Thirumalayampalayam
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28	PRINCE JOHN	
29	RAMKUMAR S	
30	RAMESH K	
31	RIJO JOHNSON CHALAKKAL	
32	SABARISH KUMAR S	
33	SALMAN KHAN A	
34	SREENATH	
35	SANTHOSH	
36	SARATH S	
37	SATHISH KUMAR K	
38	SEETHAL E S	
39	SHIBIN JOSEPH	
40	SIDHIN KUMAR P K	
41	SRINITHAA G	
42	SUBASH A	
43	THANGAM P.	
44	THRISHNA S	
45	VINEETH K.V	
46	UMA MAHESWARI	
47	VEESHMA V	
48	VENKATRAMAN V	
49	VIJIN Y	
50	VISHNU ADITHYAN H	
51	VISHNU K	
52	VISHNU PRASAD S	
53	LEO SIMON	
54	ANU RAJU	

CLASS ADVISOR

HOD

PRINCIPAL

Dr. R. Moses Daniel, MBA., Ph.D., PGDCA
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Coimbatore - 641 105.

A Program on –Mediation the Power Organized by IQAC Cell on June 21, 2017-2018

On 11th December 2014 United Nations Proclaimed June 21 as International Yoga day and in this effort Nehru College of Management is keen to organize events that will enlighten students by making them aware of the benefits and practice of Yoga in their day to day life. The chief Guest for the program was **Mrs. S. Maheswari Assistant Professor, NGM College Pollachi.** The program started at 10:00 am in Vaidurya hall by lighting the lamp followed by prayer song by the student of MBA Aiswarya V N ¿ir. Welcome address was given by Ms. Nandani Assistant Professor MBA, Principal Dr. S. Franklin John delivered Presidential Address. Chief guest Mrs. S. Maheswari explained how one's personal life can be changed by practicing yoga on regular basis. She also demonstrated some asanas which is very simple to perform and if performed will bring drastic change in students life. She also imparted the power of mind and asanas to control the mind and so on. Vote of thanks was delivered by Mr. P. Siva Kumar Assistant Professor NCM.

IQAC- CO-ORDINATOR

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Student Name List for the year 2018-2019

SL. NO	REGISTER NUMBER	NAME OF STUDENTS
1	1835F0198	ABDUL SAMAD A.H
2	1835F0199	ADIL.S.S
3	1835F0200	ADITHYA NARAYANAN K S
4	1835F0201	AGNI PRASATH K
5	1835F0202	AHAMED BASSAM S S H
6	1835F0203	AJITH P
7	1835F0204	AKHIL C
8	1835F0205	AKHIL DAVIS
9	1835F0206	AKSHAY KRISHNAN.L.R
10	1835F0207	ALAN SUNNY
11	1835F0208	ALEN RAJU
12	1835F0209	ALSHA. P. ANILKUMAR
13	1835F0210	AMAL JAMES
14	1835F0211	AMAL JOSEPH K
15	1835F0212	AMALRAJ K BENNY
16	1835F0213	ANJITHA MARTIN
17	1835F0214	ANZAN NAHAS M
18	1835F0215	ARUNSAI K G
19	1835F0216	ATHIRA GOPINATH NAIR
20	1835F0217	BHARATH S
21	1835F0218	BINI XAVIER
22	1835F0219	BINJU JOSEPH
23	1835F0220	CHRIS ABRAHAM
24	1835F0221	CLINT BIJI VARGHESE
25	1835F0222	DHANYA J
26	1835F0223	DINESH S
27	1835F0224	ESTHER EVANJALIN
28	1835F0225	JAGAN PRASANTH.G
29	1835F0226	JERIN R

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30	1835F0227	KATHIRAVAN R
31	1835F0228	KEERTHY T M
32	1835F0229	LANZY GAMAL ELDIN HASSAN JUMA
33	1835F0230	LIYA ANN LOUIES
34	1835F0231	MAHAROOF. K.P
35	1835F0232	MARI ALIAS JAYAPRAKASH.V
36	1835F0233	MENON VISHNU GOPINATH
37	1835F0234	MOHAMMED NABEEL
38	1835F0235	MOHAMMED SHALIK.S
39	1835F0236	MUHAMMED RIYAS M A
40	1835F0237	MUHAMMED SHIBIL.I.K
41	1835F0238	NANDHINI K N
42	1835F0239	NAVANEEDHA KRISHNAN.M
43	1835F0240	NIKHIL.M
44	1835F0241	NOEL ANCHIL CHERIAN

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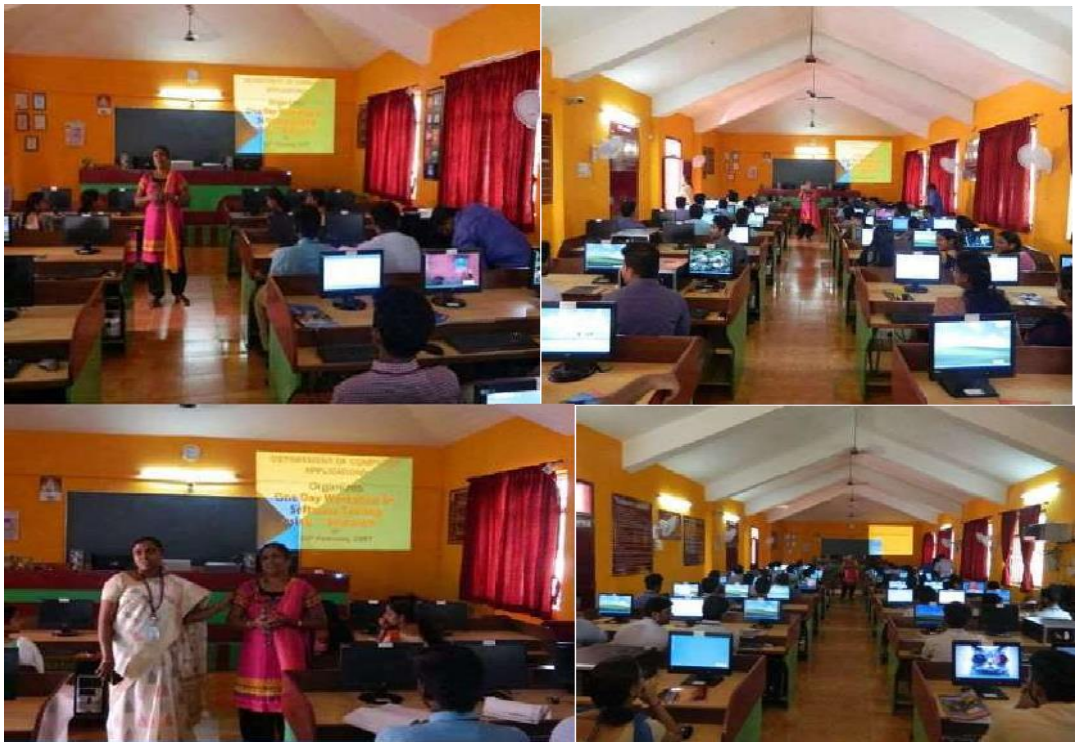
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Department of Computer Application Organized One Day Workshop on Software Testing Using "Selenium" for MCA Students.
Conducted By JMJ Institute of Software Testing

Selenium is an open-source tool that automates web browsers. It provides a single interface that lets the user to write test scripts in programming languages like Ruby, Java, NodeJS, PHP, and Perl, Python, and C #, among others. Nehru College of Management in association with the Department of Computer Application(MCA) has organized a one day workshop on Testing using Selenium on 09/02/2017. The guest for the session was Dr. D. Kavitha from Venkateswara College of Computer Application who not only made the students to understand the concepts but also imbibed the application side too. The workshop was attended by 42 students from II MCA. The feedback for the session was good and students urged the need of such session in the coming days too.



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Name List and Feedback of Students

S.No	Register Number	Name of the Student	Remarks
1	1538M0002	AJAY C.K.	
2	1538M0003	CERIL GEROGE AMMATHUKUZHI	
3	1538M0004	NIKIN C SAMUEL	
4	1538M0005	STEPHIYA JOHN	
5	1538M0006	SUMI SEBASTIAN	
6	1538M0007	SUMI THOMAS	
7	1538M7163	ABRAHAM K EDAKKARA	
8	1538M7164	AKHIL KUMAR K.A	
9	1538M7165	AKSHAY KAMAL	
10	1538M7166	AKSHAY RAJ	
11	1538M7167	ALBIN THOMAS	
12	1538M7168	ALVIN F	
13	1538M7169	AMAL JACOB MOHAN	
14	1538M7170	AMALDEV M.K	
15	1538M7171	AMITH V	
16	1538M7172	ANANDU S NAIR	
17	1538M7173	ANURAG P.V	
18	1538M7174	ARJUN K	
19	1538M7175	ARJUN NARAYANAN	
20	1538M7176	ATHUL BABU P.P	
21	1538M7177	AVINASH P JANARDANAN	
22	1538M7178	BIBIN BABY	
23	1538M7179	DHIYA MARKOSE	
24	1538M7180	DIVYA R	
25	1538M7181	EBY ROBERT MATHEW	
26	1538M7182	ELANGOVAN C	
27	1538M7183	ELDHOSE ROY	
28	1538M7184	IRSHAD AHAMMED	
29	1538M7185	JOBIN FRANCIS THOMAS	
30	1538M7186	JOSHMA E	
31	1538M7187	MERLOON P JOY	
32	1538M7188	MOHAMMED IMTHIYAS	
33	1538M7189	NAVEEN CHACKO	
34	1538M7190	NEELAKANDAN H	
35	1538M7191	NEIL KAMAL	

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36	1538M7192	NITHIN SUNNY	
37	1538M7193	PRIYANKA K	
38	1538M7194	RAHUL C	
39	1538M7195	RAJAGOPAL P.C	
40	1538M7196	RESHMA P.R	
41	1538M7197	SACHIN SUKU	
42	1538M7198	SAHITHYA P	

Class Advisor

Dean

Principal

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A REPORT ON
"Women Health and Hygiene Program Organized by Women Development Cell"
(08-03-2018)

The Women Development Cell of Nehru College of Management organized one Day workshop on "Women Health & Hygiene"**.** The program was attended by 40 participants from the college. The program started as per the schedule. At the outset, the Chairperson of the Women Development Cell Dr. Vennila Gopal delivered Welcome speech, followed by presidential address by the Principal of NCM Dr .S.Franklin John in which he Briefed on the importance of health and hygiene which is the need of the hour and its connection with our personality. The Chief Guest Dr. M.V.Subha Associate Professor, Anna University highlighted the Condition of Women health since the ancient period and how important is hygiene for women she also mentioned the problems faced by Indian Women related to health and Hygiene. The session was highly interactive. Felicitation address was delivered by Dr. V. Sivakamy Associate Professor NCM. At the end of the session the Chief Guest cleared the doubts of the participants and distributed certificates to them. Vote of Thanks for the session was delivered by Ms. G. Jeya Devi Assistant Professor NCM

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EVENT CO-ORDINATOR

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Principal,
Nehru College of Management
T.M. Palayam,
COIMBATORE - 641 105.

AGENDA

TIME	TITLE	Person In charge
10:00 AM	PRAYER	VEESHMA V (Student)
10:05 AM	LIGHTING THE LAMP	Dignitaries
10:07 AM	WELCOME ADDRESS	Ms. Vimala, Assistant Professor
10:10 AM	PRESIDENTIAL ADRESS	Dr. S. Franklin John (Principal
10:15 AM	CHIEF GUEST INTRODUCTION	KRISHNA PRIYA PR (Student)
10:17 AM	CHIEF GUEST ADDRESS	Dr. M.V.Subha Associate Professor Anna University
11:35 AM	FELICIATITION ADDRESS	Dr. E Muthukumar Professor
11:45 AM	VOTE OF THANKS	Mr.P. Sivakumar Assistant Professor
12:00 PM	NATIONAL ANTHEM	All

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Attendance and feedback form (2017-2018)

Sno.	Register No:	Attendance	Signature	Feedback
1	1735F0466	AISWARYA S		
2	1735F0476	DEVIKA VIPIN K		
3	1735F0487	NIMISHA POTHAN		
4	1735F0505	THRISHNA S		
5	1735F0507	UMA MAHESWARI		
6	1735F0508	VEESHMA V		
7	1735F0545	ANU RAJU		
8	1635F0310	AKSHATHA. M		
9	1635F0312	AMRITHA.S		
10	1635F0316	ARPANA.V.S		
11	1635F0321	ASHILY ANTONY		
12	1635F0322	ASWATHY VV		
13	1635F0323	ATHIRA PRADEEP.M		
14	1635F0330	DHARINIE		
15	1635F0337	HARISHMA KRISHNAN		
16	1635F0346	KEERTHANA.S		
17	1635F0347	KRISHNA PRIYA PR		
18	1635F0348	KRISHNAVENI.K		
19	1635F0353	MAYA M		
20	1635F0361	PRIYANKA TP		
21	1635F0362	PRIYANKA. S		
22	1635F0364	REJITHA R		
23	1635F0378	SNEHA .UK		
24	1635F0379	SOBIKA M		
25	1635F0384	SUJITHA.P		
26	1538M7196	JOSHMA E		
27	1538M7204	SNEHA HANNA VARGHESE		
28	1538M7205	SNEHA ROSE A.C		
29	1538M7211	SWETHA JAYAN		
30	1638M0005	NEENU CHANDRAN T		
31	1638M0006	NEENUMOL SAJI		
32	1538M7179	DHIYA MARKOSE		
33	1538M7180	DIVYA R		
34	1538M7186	JOSHMA E		
35	1538M7196	RESHMA P.R		

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36	1735F0545	ANU RAJU		
37	1635F0361	PRIYANKA TP		
38	1635F0362	PRIYANKA. S		
39	1635F0364	REJITHA R		
40	1635F0368	SAGARA KS		

CLASS ADVISOR

HOD

PRINCIPAL

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