

## Soft skills Workshop

Soft skills is a term often associated with a person's "EQ" (Emotional Intelligence Quotient), the cluster of personality traits, social graces, communication, language, personal habits, interpersonal skills, managing people, leadership, etc. that characterize relationships with other people. Soft skills contrast to hard skills, which are generally easily quantifiable. A person's soft skill EQ is an important part of their individual contribution to the success of an organization. Screening or training for personal habits or traits such as dependability and conscientiousness can yield significant return on investment for an organization. For this reason, soft skills are increasingly sought out by employers in addition to standard qualifications. Keeping these factors in mind, a Softskills Workshop conducted by Dale Carnegie Training was incorporated into the training curriculum of TSOs with the following topics

- Self Awareness
- Communication & Interpersonal Skills
- Presentation Skills
- Initiative & Creative Thinking
- Team Work & Influencing SKILLS
- Professionalism & Positive attitude
- Result Orientation
- Change & Stress Management Work Ethics
- Etiquettes
- Managing Stress and Work Life Balance
- Self-motivation
- Accountability & Adaptability



1.3.2 Number of value-added courses for imparting transferable and life skills offered during last five years (10)

1.3.3 Average Percentage of students enrolled in the courses under 1.3.2 above (10)

Year -1						
Name of the value added courses (with 30 or more contact hours) offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Soft Skills Workshop - Executive Excellence Program		2014	1	3 days	142	142
Workshop on Administrative Practices & procedures & Nuclear Security		2014	1	3 days	142	142
Theory of Pressure Vessel Design	MG-01	2014	1	35 hrs	49	17
Year 2						
Name of the value added courses (with 30 or more contact hours) offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Executive Excellence Program (Soft Skills)		2015	1	3 days	142	142
Workshop on Administrative Practices & procedures & Nuclear Security		2015	1	3 days	141	141
Year 3						
Name of the value added courses (with 30 or more contact hours) offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Executive Excellence Program (Soft Skills)		2016	1	3 days	124	124
Workshop on Administrative Practices & procedures & Nuclear Security		2016	1	3 days	124	124
Year 4						
Name of the value added courses (with 30 or more contact hours) offered	Course Code (if any)	Year of offering	No. of times offered during the same year	Duration of course	Number of students enrolled in the year	Number of Students completing the course in the year
Executive Excellence Program (Soft Skills)		2017	1	3 days	72	72
Workshop on Administrative Practices & procedures & Nuclear Security		2017	1	3 days	65	65
Year 5						

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Executive Excellence Program (Soft Skills)		2018	1	3 days	79	79
Workshop on Administrative Practices & procedures & Nuclear Security		2018	1	3 days	74	74

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