

Date: 29.03.2021

From
G. Ajay Sankar,
Convenor,
Career Guidance, Training and Placement Committee,
Aditya Engineering College (A).

To
The Principal,
Aditya Engineering College (A).

Respected Sir,

Sub: Request to grant permission to organise workshop - reg.

The Career Guidance, Training and Placement Committee is proposing to organise a two day Workshop on "**Personality Development and Public Speaking Skills**" on 26-04-2021 and 27-04-2021 for B.Tech IV semester students to impart the knowledge and insights about the importance of Soft Skills. Hence, I request you to grant permission to organise the programme for the benefit of the students and sanction an amount of Rs 26,000/- for smooth conduction of the programme.

Please find below the budget estimation for the same.

S.No.	Particulars	Amount in Rs.
1	Honorarium	20,000
2	Travelling Allowance	5,000
3	Miscellaneous	1,000
Total		26,000

Thanking you sir,

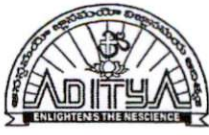
Yours sincerely,

Permitted
[Signature]

[Signature]

[Signature]
Convenor

PRINCIPAL
ADITYA ENGINEERING COLLEGE
SURAMPAL EM - 533 437



ADITYA ENGINEERING COLLEGE

An Autonomous Institution

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Aditya Nagar, ADB Road, Surampalem - 533437, Near Kakinada, E.G.Dt., Ph:99498 76662

Date: 16.04.2021

CIRCULAR

All the B.Tech IV semester students are hereby informed that the Career Guidance, Training and Placement Committee is organising a two day Workshop on "Personality Development & Public Speaking Skills" on 26-04-2021 & 27-04-2021. Hence, the interested students are advised to give their names to the programme coordinator Mr. Ch. Govinda, Asst. Professor, Department of EEE on or before 22-04-2021.

Venue: Room No: 101, Seminar Hall, Bill Gates Bhavan

Timings: 9:30 AM to 3:30 PM

Principal

Copy to:

All HODs to circulate among all the students

Career Guidance, Training and Placement Committee

Deans for information

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ABOUT THE PROGRAMME

Soft skills are essential in both one's personal and professional life and are the cornerstone of establishing strong relationships. These abilities make it simpler to build connections, establish reliability and trust, and lead a team, whether it is with colleagues or family members.

A thoroughly researched and developed syllabus and extensive training by 25 experienced mentors are dedicated specifically for the Training and Placement program. Training in Arithmetic Aptitude and Reasoning, General Knowledge, English Language for Communication, Verbal Reasoning, Group Discussions, and Interview Skills, Resume drafting, Inter and Intra personal skills such as personal and corporate etiquette, Time management and Goal setting is given. The objective of this programme is to the students receive significant practical emphasis from the soft skills training, which aids in the development of their communication skills.

OUTCOMES

After completion of the workshop, students will be able to demonstrate

- Personality Development – Stress Management & Leadership Qualities.
- Confidence Building, Effective Time & Team Management.
- Public Speaking Skills.

RESOURCE PERSON

Dr.P.Ravi Kumar

Assistant Professor, Department of English,
Dr.B.R.Ambedhkar University, Etcherla.

CONVENOR

Mr. G. Ajay Sankar

Career Guidance, Training and Placement Committee

COORDINATOR

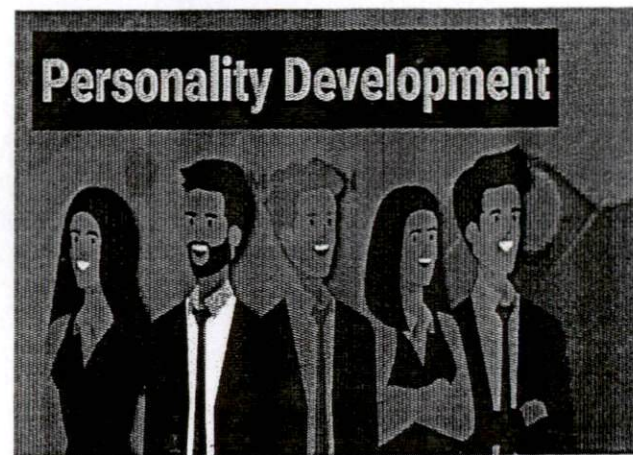
Mr.CH.Govinda

Asst. Professor
Department of EEE

“Personality Development and Public Speaking Skills”

On

26-04-2021 & 27-04-2021



Organised by
**Career Guidance, Training and Placement
Committee**



ADITYA ENGINEERING COLLEGE (A)

Aditya Nagar, ADB Road, Surampalem-Pin: 533437,

East Godavari District, Andhra Pradesh, India.



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Workshop on "Personality Development & Public Speaking Skills"

Attendance Sheet

SLNo	Roll.No	Student Name	26-04-2021	27-04-2021
1	19A91A0106	CHITTURI SRI LAKSHMI	Lakshmi	Lakshmi
2	19A91A0107	DANGETI HIMA GANGA KUSUMA	D.H.G. Kusuma	D.H.G. Kusuma
3	19A91A0139	NABIN KUMAR YADAV	N. K. Yadav	N. K. Yadav
4	19A91A0144	PATHSA VENKATA SIVA NAGA SAIRAM	P. Sairam	P. Sairam
5	19A91A0152	RITHWIK MAMIDALA	M. Ritwik	M. Ritwik
6	19A91A0163	THOTA SURESH	T. Suresh	T. Suresh
7	19A91A0167	YENUGULA NARENDRA	Y. Narendra	Y. Narendra
8	20A95A0115	KAMEPALLI NANI KUMAR	K.N. Kumar	K.N. Kumar
9	20A95A0117	KEMISETTI HARSHITHA	K. Harshitha	K. Harshitha
10	20A95A0121	KOTHA MADHAV CHARAN	K. Charan	K. Charan
11	20A95A0129	MOHAMMAD USMAN ZAMEER	M.U. Zameer	M.U. Zameer
12	19A91A0205	ASAPU SUJITHA	A. Sujitha	A. Sujitha
13	19A91A0218	DWARAMPUDI SATYAVENI	D. Satya Veni	D. Satya Veni
14	19A91A0235	MALLIDI DEVIKA REDDY	M. Devika Reddy	M. Devika Reddy
15	19A91A0240	MURAMALLA SUPRIYA	Supriya	Supriya
16	19A91A0251	RAYAPUDI KARTHIK	Karthik	Karthik
17	19A91A0252	REDDY RAGHU VEER Koushik	R. Koushik	R. Koushik
18	19A91A0263	YARRAMSETTI MANIKANTA	Y. Manikanta	Y. Manikanta
19	19A91A0266	YANAMALA CHANDRAMOULI	Y. Chandramouli	Y. Chandramouli
20	20A95A0204	ALLU GOWRI SHANKAR NAGA SAI	Sai	Sai
21	20A95A0205	ANUSURI ESWARI	A. Eswari	A. Eswari
22	20A95A0218	GOWDA TEJASWINI	G. Tejaswini	G. Tejaswini
23	20A95A0235	PERI SARATH	P. Sarath	P. Sarath
24	20A95A0239	REPALLE LEELAKRISHNA	R. Leelakrishna	R. Leelakrishna
25	20A95A0249	VANGALAPUDI VARAPRASAD	Varaprasad	Varaprasad
26	19A91A0302	ANUPOJU SAI TATHA CHARYULU	A.S. Charyulu	A.S. Charyulu
27	19A91A0341	RUDRA K	K. Rudra	K. Rudra
28	19A91A0357	YERRA DURGA HARISH	Y. Durga Harish	Y. Durga Harish
29	19A91A0394	PADALA NARENDRA REDDY	Narendra	Narendra
30	19A91A03A3	PYDI JAYA SURYA MANIKANTA	Surya	Surya
31	20A95A0334	MARISETTI TEJA ESWAR	M.T. Eswar	M.T. Eswar
32	20A95A0352	ROTTA CHANDRA MOULI	R. Chand Mouli	R. Chand Mouli
33	20A95A0362	VADREVVU VENKATA RAO	V. Venkata Rao	V. Venkata Rao
34	19A91A0406	BOLISETTI NAGA CHAKRA GANGA	B.N. Chakra Ganga	B.N. Chakra Ganga
35	19A91A0407	BOSUKONDA KRISHNA SOWJANYA	B.K. Sowjanya	B.K. Sowjanya
36	19A91A0419	KARIBANDI KUMAR RAJESH	K. Rajesh	K. Rajesh
37	19A91A0420	KARRI CHATURYA	K. Chaturya	K. Chaturya
38	19A91A0431	NALABAI ADITHYA	Adithya	Adithya
39	19A91A0437	PUTTA MEHAR SRINIVAS CHOWDARI	P.M.S. Chowdary	P.M.S. Chowdary
40	19A91A0455	THOTA SRAVANI	T. Sravani	T. Sravani

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Coordinator

41	19A91AO456	UPPALAPALLI VEERA VENKATA RAKESH	<u>rakesh</u>	<u>rakesh</u>
42	19A91AO473	CHINTHALAPATI DURGA PRASAD	<u>prasad</u>	<u>prasad</u>
43	19A91AO478	GOLLAVILLI MOUNIKA	<u>Mounika</u>	<u>Mounika</u>
44	19A91AO479	GOSALA MAHESH BABU	<u>G. M.</u>	<u>G. M.</u>
45	19A91AO487	KILLI BHARGAVI	<u>K. Bhargavi</u>	<u>K. Bhargavi</u>
46	19A91AO488	KOTHALURI RAVI TEJA	<u>Raviteja</u>	<u>Raviteja</u>
47	19A91AO495	MIDDE SAVITRI	<u>Savitha</u>	<u>Savitha</u>
48	19A91AO4B3	SETTI VENKATA SRAVYA	<u>S. Sravya</u>	<u>S. Sravya</u>
49	19A91AO4B8	TELAGAMSETTI NAGA SRAVANI	<u>Sravani</u>	<u>Sravani</u>
50	19A91AO4D8	CHITTURI JAYA SREE	<u>C. Jaya Sree</u>	<u>C. Jaya Sree</u>
51	19A91AO4D9	DANALA AKHILA	<u>D. Akhila</u>	<u>D. Akhila</u>
52	19A91AO4F2	GUTTULA SAI VENKATESWARA RAO	<u>V. Rao</u>	<u>V. Rao</u>
53	19A91AO4H4	PALADUGULA SRI SOWMYA	<u>Sowmya</u>	<u>Sowmya</u>
54	19A91AO4L4	KAPA SAI SWETHA	<u>Swetha</u>	<u>Swetha</u>
55	19A91AO4L5	KARRI VASANTH REDDY	<u>Vasanth</u>	<u>Vasanth</u>
56	19A91AO4M7	MULAKALA VENKATA SIVA SAI DEEPAK	<u>Siva Deepak</u>	<u>Siva Deepak</u>
57	19A91AO4O0	RAPETI KIRAN	<u>P. Kiran</u>	<u>P. Kiran</u>
58	19A91AO4O2	SADA GANGA VARA LAKSHMI	<u>Lakshmi</u>	<u>Lakshmi</u>
59	19A91AO4O3	SARVASUDDI SATWICA	<u>Satwika</u>	<u>Satwika</u>
60	19A91AO4O8	TADI MANJU	<u>T. MANJU</u>	<u>T. MANJU</u>
61	19A91AO4P3	VAYILADA MAANASA	<u>V. Manasa</u>	<u>V. Manasa</u>
62	20A95AO403	GUNTURU SRI SUJA	<u>Srisuja</u>	<u>Srisuja</u>
63	20A95AO411	PYLA SRI PAVAN	<u>P.S. Pavan</u>	<u>P.S. Pavan</u>
64	20A95AO414	BUDDIGA SUNIL MANIKANTA KUMAR	<u>P. S. Pavan</u>	<u>P. S. Pavan</u>
65	20A95AO418	MADDA VIDYADHARI	<u>Vidya</u>	<u>Vidya</u>
66	20A95AO420	PYLA GREESHMANATH	<u>P. Greeshmanath</u>	<u>P. Greeshmanath</u>
67	19A91AO501	ANUPOJU SAI VASANTHA KUMARI	<u>Kumari</u>	<u>Kumari</u>
68	19A91AO503	BARRI SANDHYA	<u>Sandhya</u>	<u>Sandhya</u>
69	19A91AO504	ADUSUMILLI PRIYANKA	<u>A. Priyanka</u>	<u>A. Priyanka</u>
70	19A91AO507	CHIKARAMILLI KARTHIKEYA	<u>Karthikeya</u>	<u>Karthikeya</u>
71	19A91AO508	ELURI TARUN	<u>Tarun</u>	<u>Tarun</u>
72	19A91AO520	K YASHWANTH REDDY	<u>K. Y. Reddy</u>	<u>K. Y. Reddy</u>
73	19A91AO524	KARRI SIDDARTHA REDDY	<u>Siddhartha</u>	<u>Siddhartha</u>
74	19A91AO527	KORUPROLU BHARGAVI	<u>Bhargavi</u>	<u>Bhargavi</u>
75	19A91AO528	KOTA SHAREENA NIRMALA	<u>Nirmala</u>	<u>Nirmala</u>
76	19A91AO536	MOTURIJESSICA	<u>Jessica</u>	<u>Jessica</u>
77	19A91AO541	PALLEM TANUJ KUMAR	<u>Tanuj Kumar</u>	<u>Tanuj Kumar</u>
78	19A91AO545	PYLA SRILEKHA	<u>Srilekha</u>	<u>Srilekha</u>
79	19A91AO549	SARIKI PADMINI PRIYA	<u>Priya</u>	<u>Priya</u>
80	19A91AO550	SATTI SAI MAHENDRA REDDY	<u>Mahendra</u>	<u>Mahendra</u>
81	19A91AO551	SEELI STELLA RANI	<u>S. RANI</u>	<u>S. RANI</u>
82	19A91AO562	VASAMSETTI KEERTHANA	<u>Keethana</u>	<u>Keethana</u>
83	19A91AO578	DONADULA MEGHANA REDDY	<u>Meghena</u>	<u>Meghena</u>
84	19A91AO586	GURRAPU THEJAS FRANKLIN	<u>Franklin</u>	<u>Franklin</u>
85	19A91AO596	KOVVURI RAGHURAM REDDY	<u>K. R. Reddy</u>	<u>K. R. Reddy</u>
86	19A91AO5A4	NAMADI ISHWARYA JYOTHI	<u>Jyothi</u>	<u>Jyothi</u>
87	19A91AO5A7	PARREDDY DIVYA SHANMUKH REDDY	<u>Shanmukh</u>	<u>Shanmukh</u>
88	19A91AO5B5	SABBELLA HEMANTH AYYAPPA REDDY	<u>Ayyappa</u>	<u>Ayyappa</u>
89	19A91AO5B6	SABYASACHI BANERJEE	<u>S. Banerjee</u>	<u>S. Banerjee</u>
90	19A91AO5C3	TEEGALA SRAVYA	<u>Sravya</u>	<u>Sravya</u>

91	19A91A05D9	CHELAMASETTI MADHURI	Madhuri	Madhuri
92	19A91A05E5	DHARANALA SRI VENKATA SATYA	Satyam	Satyam
93	19A91A05F0	HANUMAN CHAND	Chand	Chand
94	19A91A05H4	PARIMI KEERTHI	P. Keerthi	P. Keerthi
95	19A91A05I7	SIVAKOTI BINDU	Bindu	Bindu
96	19A91A05J2	VADDI PUSHPA	V. PUSHPA	V. PUSHPA
97	19A91A05J3	VATSAVAI LOHIT VARMA	Varma	Varma
98	20A95A0503	NOOKALA MANOJ	N. Manoj	N. Manoj
99	20A95A0508	MARALI ERANNA	M. Eranna	M. Eranna
100	20A95A0511	KOLLIPAKA SATISH	K. Satish	K. Satish
101	20A95A0516	KOPPANATHI MOUNIKA	K. Mounika	K. Mounika
102	20A95A0517	JANGA KEERTHI	Keerthi	Keerthi
103	19A91A1201	AKELLA SAI LAKSHMI SRAVANI	A. S. S. Sraavani	A. S. S. Sraavani
104	19A91A1202	AKULA KALYANI	A. Kalyani	A. Kalyani
105	19A91A1215	ENNI SRAVANI POORNIMA	B. S. Poornima	B. S. Poornima
106	19A91A1216	GABU VIJAY KUMAR	G. Vijay Kumar	G. Vijay Kumar
107	19A91A1222	JASTI GOWTHAM SAI	Gowtham	Gowtham
108	19A91A1249	PRAVARTHI J	J. pravathi	J. pravathi
109	19A91A1256	SINGAMPALLI MOUNIKA	Mounika	Mounika
110	19A91A1261	TUMMURI NAGA CHARAN REDDY	Charan	Charan
111	19A91A1264	VAVILAPALLI SANTOSH	V. Santosh	V. Santosh
112	20A95A1202	KOLLA SAIKUMAR	Saikumar	Saikumar
113	19A91A2603	BHARAT KUMAR MAHATO	Bharat Kumar	Bharat Kumar
114	19A91A2604	BHUVANESH	Bhuv	Bhuv
115	19A91A2608	MAYANK VERMA	VERMA	VERMA
116	19A91A2612	SHAIK SAMEER	Sameer	Sameer
117	19A91A2614	VENNAPUSA PAVAN KUMAR REDDY	V. Pavan Kumar	V. Pavan Kumar
118	20A95A2632	MANEPALLI SATISH	M. Satish	M. Satish
119	20A95A2640	JORRIGALA VINAY KUMAR	Kumar	Kumar
120	20A95A2645	OGGU MANOHAR	Manohar	Manohar
121	19A91A2724	MADDIMSETTI KARISHMA BHAVANI	Bhavani	Bhavani
122	19A91A2727	MATTA LEELA SAI KUMAR	Saikumar	Saikumar
123	19A91A2729	MUDRAGADDA VENKATA AVINASH	M.V. AVINASH	M.V. AVINASH
124	19A91A2731	NAVNEET KUMAR	NAVNET KUMAR	NAVNET KUMAR
125	20A95A2708	KUMPATLA SATYA KALYAN	K. Satya Kalga	K. Satya Kalga
126	19A91A3504	BUDDA MOHAN KRISHNA	Krishna	Krishna
127	19A91A3510	GANGU CHETANA PRIYA	G. Chetana Priya	G. Chetana Priya
128	19A91A3514	GOWDU SUDHARANI	Sudharani	Sudharani
129	19A91A3521	KOLLABATHULA PAVANI	K. Pavani	K. Pavani
130	19A91A3540	SMRITI KUMARI	S. Kumari	S. Kumari
131	20A95A3507	DASARI VIDYA	D. Vidya	D. Vidya
132	20A95A3510	TALATAM VINEETHA	T. Vineetha	T. Vineetha
133	20A95A3520	MANDAVA LAKSHMAN SAI	M. Lakshman Sai	M. Lakshman Sai

Coordinator

Convenor

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Career Guidance, Training and Placement Committee

Date: 28.04.2021

Report on

“Personality Development & Public Speaking Skills”

Event Name: Workshop on Personality Development & Public Speaking Skills.

Introduction to Event:

A Two Day Workshop on “Personality Development & Public Speaking Skills” was conducted by Career Guidance, Training and Placement Committee to make the students develop their skills. In order to create, grow and manage teams, students need strong conceptual and practical frameworks in soft skills. They contribute significantly to the students' general personality development which improves their employment prospects. The soft skills training gives students a strong practical emphasis and aids in the development of their interpersonal, teamwork, leadership, time management and communication skills. It also helps them with interviews, group discussions and other social situations. Additionally, this training assists students in developing a clear career goal and plan, preparing an effective CV, and interacting with head hunters and placement counsellors.

Event Dates: 26-04-2021 & 27-04-2021

Number of Days: 2 days

Co-ordinator: Mr.Ch.Govinda, Asst. Professor, Department of EEE.

Agenda:

Day-1: Introduction to Personality Development, Time & Team Management.

Day-2: Stress Management, Confidence Building & Public Speaking Skills.

No. of Participants: 133

Expert's with Designation: Dr. P. Ravi Kumar, Assistant Professor, Department of English, Dr. B. R. Ambedkar University, Etchelra. He is working as an Assistant Professor in the Department of English at Dr. B. R. Ambedkar University. He has got more than 20 years of teaching experience in English. He was awarded Ph.D from Andhra University.

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Venue: Room No: 101, Seminar Hall, Bill Gates Bhavan

Hospitality/Accommodation: Yes

Staffing:

1. Mr.B.Rambabu, Asst. Professor
2. Ms.V.Jaya Sree Suma, Asst. Professor

Outcomes:

The students have learnt to

- Improve Personality Development
- Exhibit Leadership Skills & Build Healthy relationship with every individual.
- Manage the time to complete the tasks in time.
- Effective Public speaking skills.

Conclusive Remarks:

This workshop was conducted successfully fulfilling the goal of making students learn to develop their Skills. As it was one of the good opportunities, all the participants were involved and interacted well. Finally, the program successfully came to end by giving necessary knowledge to students in the field of soft skills.


Coordinator


Convenor


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Workshop on "Personality Development & Public Speaking Skills"



Introduction about the Seminar on 26-04-2021



Actively Participated Students on 26-04-2021



Presentation Session on 26-04-2021



Activity Session on 27-04-2021



Interaction session on 27-04-2021



Activity Session on 27-04-2021


Coordinator


Convenor