

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

CAREER GUIDANCE & COUNCELLING CELL

Purpose:

- The Career Guidance Cell of Sri A.S.N.M.Govt College (Autonomous),Palakol supports both UG & PG students of the college in achieving their dream careers by providing Career Guidance, Career Counselling, and other related services.
- The scheme of establishing a Career and Counselling Cell in College has been formulated to address the diverse socio-economic challenges and geographic backgrounds of the heterogeneous population of students coming to the College vis-à-vis equity of access and placement opportunities through availability of appropriate institutional support information.
- The career and counseling support that the college offers to its students makes them confident to perform better. Counseling thus addresses both the academic and the career concerns and opportunities.
- The inculcation of guidance about market patterns and employability can help the institution in building a base for its students. Career Guidance Cell would help the students with appropriate guidance to establish linkages with the world of work and locate career opportunities vis-à-vis the realities and job profiles in the context of highly competitive emerging occupational patterns.

Members of the Career Guidance Cell:

S.No	Name	Designation & Department	Position
1	Sri K.Bhadrachalam	Lecturer in Computer Science	Coordinator
2	Sri G.Srinivasa Rao	Lecturer in Physics	Member
3	Smt P.Durgeswari	Lecturer in Commerce	Member
4	Sri M.Kiran Kumar	JKC Full Time Mentor	Member

Objectives Career Guidance Cell:

1. To create awareness about job opportunities in various sectors like Government and Private.
2. To provide information about the skill sets required to join government and private organization.
3. To pose carrier guidance and motivational programme periodically.
4. To arrange coaching/training for Group Exams, Bank exams, Railway exams, and postal exams.
5. To organize programmes to create awareness about the importance of higher studies in India and Abroad.
6. To provide available updated information about jobs /positions/opportunities.
7. To organize lectures on career development by subject experts.
8. To help students share knowledge about themselves by identifying skills, and interests.
9. To organize lectures/seminars on interview skills, personality development, communication skills, leadership skills, resume writing, analytical skills, quantitative ability, verbal and reasoning skills essential to all competitive exams.

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

Soft Skill Development

Soft skills are a combination of people skills, social skills, communication skills, character traits, attitudes, career attribute, social intelligence and emotional intelligence quotients among others that enable people to navigate their environment, work well with others, perform well, and achieve their goals with complementing hard skills.

Soft skills” are a cluster of productive personality traits that characterize one's relationships in a milieu which includes social graces, negotiation, ability to give and gain feedback, communication skills, presentation skill, optimism, **common** sense, personal habits, time management, teamwork, and leadership traits.

Curriculum for Soft Skills Training

S.No	Name of the Module	No of hours
1	Communication Skills-60 Hrs Soft Skills- 30 Hrs Ethical Values- 10 Hrs	100 Hrs
2	Analytical Skills	60 Hrs
3	Technical Skills	60 Hrs
4	General Studies	30 Hrs
TOTAL		250 Hrs

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

Remedial Coaching

The strength of our relationship with the students is our ability to gauge their strengths and weaknesses. Bridge courses and remedial coaching conducted by various departments of the college at the beginning of the academic year. It is necessary to bridge the knowledge gap when the student enters into higher education. It requires the faculty to empower the student by introducing him the advanced concepts at the beginning of the higher education level. It is an important pedagogical tool to enhance learning skills of differently able students or slow learners.

OBJECTIVES

- Introduce advanced concepts at higher education level for interdisciplinary students.
- Brushing up of basic concepts in each subject for refreshing the domain knowledge.
- Improve the learning abilities of the poor performing students
- Encourage good learning practices among students by additional inputs on curriculum.
- Building self confidence in the student to handle various courses in the chosen program.

PROCESS

- Proctor of the class separate the students into poor performing and good performing students based on continuous internal assessment.
- Study material and question bank will be supplied to the students
- Specific period of remedial coaching is conducted by preparing a timetable.
- Additional study hours are maintained to improve the learning skills of the students before the semester end examinations.
- Additional inputs and study projects are assigned to the good performing students.

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

English Language Lab

The English Language Lab is provided with 30 systems equipped with headphones. The English Language Lab was started with an intention to promote Communication Skills and soft skills among the students to better their employment opportunities. 'Globalina' software has been given to JKC to train the students in the following areas

- Neutralization of Accent
- Phonetics
- Intonation
- Interview Skills
- Functional Grammar
- Correction of Sentences
- Soft skills such as
 - Team Work
 - Leadership
 - Time Management
 - Body Language
 - Negotiation Skills
 - Decision Making
 - Self-motivation
 - Adaptability etc.

Each topic is exhaustively dealt with a number of examples, exhaustive articles and lectures. It is followed by testing tools. There is also a facility for students to answer a number of online tests made up of objective type tests. The English Language Lab is highly successful in imparting practical knowledge through hands on experience. Special training is given to the faculty to use the software for the benefit of the students. After the expiry of the deal with Gloribana, this year the JKC Lab is provided with 14 Communication CDs made by Cambridge University in addition to a number of books to guide the students.

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

Yoga and Meditation

Yoga and meditation is a group of physical, mental and spiritual practices or disciplines which originated in ancient India. Yoga is one of the six orthodox schools of Hindu Philosophical traditions. There is a broad variety of yoga schools, practices and goals in Hinduism, Buddhism and Jainism.

Types of meditation:

With many types of meditations to try, there should be one to suit to most of the individuals..

- Loving kindness meditation
- Body scan or progressive relaxation
- Mindfulness meditation
- Breath awareness meditation
- Kundalini Yoga
- Zen meditation

Transcendental meditation

One will be enabled to deal with different kinds of people by practicing yoga regularly. Yoga is a best best method to adapt it to live happily, energetically and peacefully. No method helps to achieve the goals other than yoga.

The above mentioned methods are regularly practiced by the students. The college students were offered the yoga and meditation certificate course so as to make them fit to progress in their career both mentally and physically.

Sri A.S.N.M.GOV'T COLLEGE (A),PALAKOL,W.G.Dt

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

Personal Counselling

Personal Counseling is one of the important activities followed by the college. In this activity, the students' progress is monitored on a continuous basis. The proctor (Class Teacher) of the class categorizes the students into slow learners and advanced learners based on the continuous internal assessment (CIA). The student is called upon at frequent intervals and counseling is done to him about his progress on the semester subjects. Instructions will be given to him from time to time to improve his or her performance. The Student Progress Card for all the semesters is monitored by the respective proctors of the class.

The students are advised from time to time the changes they have to make in their career progression to enhance their skills, knowledge, attitude and behavior. The proctor also monitors the behavior of the students on a regular basis. The parents meeting will also be called upon to inform the student's progress and performance on the program semester wise.