



Shri Mahaveer College

(Affiliated to the University of Rajasthan)
A Co-educational English Medium PG College



Shri Mahaveer College

(Affiliated to the University of Rajasthan)
A Co-educational English Medium PG College

Mahaveer College of Commerce
(Affiliated to the University of Rajasthan)

One Day Seminar
on
Soft Skill & Personality Development
15th December, 2021

Certificates will be issued to all on successful completion of the workshop!

SOFT SKILLS

KEY POINTS :

- Self-Introduction
- Interpersonal Communication
- Resume Making
- Interview Skills

TRAINER:
Dr. Sonali N Tholia

About: Soft Skill & Personality

Development: Soft skill and personality development focuses on enhancing interpersonal and professional traits that complement technical abilities. Soft skills include communication, teamwork, problem-solving, and emotional intelligence, which are vital for effective collaboration and leadership. Personality development involves improving self-awareness, confidence, and adaptability. Key strategies include engaging in self-reflection, setting personal goals, and seeking feedback. Activities like public speaking, networking, and participating in group discussions help build these skills. Emphasizing empathy and active listening fosters better relationships, while continuous learning and personal growth contribute to a positive and dynamic personality. By developing these attributes, individuals can enhance their career prospects, improve their interactions, and achieve personal and professional success.

Schedule-1-Day Seminar on Soft Skill & Personality Development

Day 1: Topics

Understanding Different Types of Personality Development
Research and understanding job
Effective Verbal Communication and Non-Verbal Communication
Building Report

Neelima
IQAC
Co-ordinator
Shri Mahaveer College



Ashish
SHRI MAHAVEER COLLEGE
(Affiliated to the University of Rajasthan)
Mahaveer Marg C-Scheme Jaipur
Phone: 0141-2372139, 8955840261
Website: shrimahaveercollege.org

Gate No. 2, Mahaveer Marg, C-Scheme, Jaipur • Phone : 0141-2372139 • Mobile : 89558-40261
E-mail : shrimahaveercollege@gmail.com • Website : mahaveercollege.org

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A Report on "Soft Skill & Personality Development Seminar"

NAME OF ACTIVITY: Soft Skill & Personality Development

DATE & DURATION: 15th December, 2021

TYPE OF ACTIVITY: Seminar

ORGANIZER(S): Mahaveer College of Commerce, Jaipur.

EXPECTED OUTCOMES:

CO1: Student will be able to Personality Development Techniques

CO2: Student will be able to Enhance Communication Skills.

CO3: Students will be able to Develop Soft Skills.

1-Day Seminar on Soft Skill & Personality Development

Day 1: Topics

Understanding Different Types of Personality Development
Research and understanding job
Effective Verbal Communication and Non-Verbal Communication
Building Report

MAPPINGS WITH PO & PSO: Mapping Levels: 1- Low, 2- Moderate, 3- Strong

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	-	-	-	-	3	-	-	-	-	-	-	-	2	3	2
CO2	-	2	-	-	-	-	-	-	3	-	-	-	3	3	2
CO3	-	-	-	-	-	-	-	-	-	-	-	3	2	3	2

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NOTICE

Date: 8/12/2021

We are pleased to announce through this notice that a one day seminar entitled "Soft Skill & Personality Development" will be organized on 15th December, 2021. Participants are required to register themselves. Certificate will be issued to the registered participants.



Principal
Mahaveer College of Commerce



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FLYER/POSTER:

Mahaveer College of Commerce

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One Day Seminar on

Soft Skill & Personality Development

15th December, 2021

Certificates will be issued to
all on successful completion of
the workshop!



KEY POINTS :

- Self- Introduction
- Interpersonal
Communication
- Resume Making
- Interview Skills

TRAINER:

Dr. Sonali N Tholia

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ABSTRACT OF THE SESSION: MMC organized 'Soft Skill & Personality Development Seminar' on 15th December, 2021. The resource person was Dr. Sonali N Tholia. The main objective of this seminar is to Preparing for developing a strong personality involves a multi-faceted approach. Gain knowledge about various interview formats (e.g., behavioral, technical, panel, case, stress interviews) and how to approach each type. Develop skills in researching companies, understanding job descriptions, and tailoring responses to align with the company's values and job requirements. This includes how to create a strong personal brand through resume building, LinkedIn profiles, and personal websites that highlight strengths and achievements, improve clarity, tone, and articulation in spoken language to convey confidence and professionalism. In this seminar the participant will be able to adapt to changing circumstances and show resilience, which are highly valued in dynamic work environments.

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GLIMPSES:



Shri Mahaveer College, Rajasthan, India
WREE+ 2VH Mahaveer Marg,
Mahaveer Marg C-Scheme, Rajasthan 302001, India
LAT 26.910512*
LONG 75.809451*
15/12/2021 10:00 AM GMT + 5:30

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LIST OF PARTICIPANTS:

S. No.	Name	Registration No.	Year	E Mail
1	Abhishek Jain	MCC22A004	B.COM (P) I	abhijain12975@gmail.com
2	Aashika Swami	MCC22A001	B.COM (P) I	aashikavaishnav99@gmail.com
3	Aayush Lulla	MCC22A002	B.COM (P) I	vanshlulla2728@gmail.com
4	AayushMendiratta	MCC22A003	B.COM (P) I	msudhanshu4@gamail.com
5	Abhishek Rai	MCC22A005	B.COM (P) I	
6	Akanksha Nandwana	MCC22A006	B.COM (P) I	nandwana.akansha@gmail.com
7	Akshit Totla	MCC22A007	B.COM (P) I	akshittotla24@gmail.com
8	Aman Soni	MCC22A008	B.COM (P) I	aman2002soni@gmail.com
9	Ameenuddin	MCC22A009	B.COM (P) I	aminu0444@gmail.com
10	Anannya Tripathi	MCC22A010	B.COM (P) I	tripathianannya03@gmail.com
11	Anushka Amit Nahar	MCC22A011	B.COM (P) I	anushkanahar09@gmail.com
12	Arin Dakalia	MCC22A012	B.COM (P) I	arinjain6465@gmail.com
13	Asad Khan	MCC22A013	B.COM (P) I	asadhk0777@gmail.com
14	Avigat Sharma	MCC22A014	B.COM (P) I	sharmaavigat8@gmail.com
15	Bhanu Pratap Singh	MCC22A015	B.COM (P) I	narukaabhanu2003@gmail.com
16	Bharat Tanwani	MCC22A016	B.COM (P) I	bharattanwani19@gmail.com
17	Bhavika Kataria	MCC22A017	B.COM (P) I	
18	Bhavisha Keswani	MCC22A018	B.COM (P) I	bhavishkeswani564@gmail.com
19	Bhavya Jain	MCC22A019	B.COM (P) I	bhavya14jain@gmail.com
20	Cherry Jain	MCC22A020	B.COM (P) I	ashaj4770@gmail.com
21	Dev Agarwal	MCC22A021	B.COM (P) I	ayuc1998@gmail.com
22	Dev Jain	MCC22A022	B.COM (P) I	
23	Devansh Agarwal	MCC22A023	B.COM (P) I	thisdevansh@gmail.com
24	Dilanshi Jain	MCC22A024	B.COM (P) I	jaindilanshi@gmail.com
25	Divyansh Godika	MCC22A025	B.COM (P) I	
26	Divyansh Kala	MCC22A026	B.COM (P) I	divyansh2002kala@gmail.com
27	Diya Agrawal	MCC22A027	B.COM (P) I	adiya2933@gmail.com
28	Farhan Qureshi	MCC22A028	B.COM (P) I	farhanq632@gmail.com
29	Garima Tehlyani	MCC22A029	B.COM (P) I	garimat1818@gmail.com
30	Gautam Ramrakhani	MCC22A030	B.COM (P) I	gautamramrakhani425@gmail.com

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ATTENDANCE SHEET:

S. No.	Name	College Name	Signature
1	Abhishek Jain	Mahaveer College of Commerce	Abhishek
2	Aashika Swami	Mahaveer College of Commerce	Aashika
3	AayushLulla	Mahaveer College of Commerce	Aayush
4	AayushMendiratta	Mahaveer College of Commerce	Aayush
5	Abhishek Rai	Mahaveer College of Commerce	Abhishek
6	AkankshaNandwana	Mahaveer College of Commerce	Akanksha
7	AkshitTotla	Mahaveer College of Commerce	Akshit
8	AmanSoni	Mahaveer College of Commerce	Aman
9	Ameenuddin	Mahaveer College of Commerce	Ameenuddin
10	AnannyaTripathi	Mahaveer College of Commerce	Ananya
11	Anushka Amit Nahar	Mahaveer College of Commerce	Anushka Amit
12	Arin Dakalia	Mahaveer College of Commerce	Arin
13	Asad Khan	Mahaveer College of Commerce	Asad
14	Avigat Sharma	Mahaveer College of Commerce	Avigat Sharma
15	BhanuPratap Singh	Mahaveer College of Commerce	BhanuPratap
16	Bharat Tanwani	Mahaveer College of Commerce	Bharat
17	BhavikaKataria	Mahaveer College of Commerce	Bhavika
18	BhavishaKeswani	Mahaveer College of Commerce	Bhavisha Keswani
19	Bhavya Jain	Mahaveer College of Commerce	Bhavya
20	Cherry Jain	Mahaveer College of Commerce	Cherry
21	Dev Agarwal	Mahaveer College of Commerce	Dev
22	Dev Jain	Mahaveer College of Commerce	Dev
23	Devansh Agarwal	Mahaveer College of Commerce	Devansh
24	Dilanshi Jain	Mahaveer College of Commerce	Dilanshi Jain
25	DivyanshGodika	Mahaveer College of Commerce	Divyansh
26	Divyansh Kala	Mahaveer College of Commerce	Divyansh
27	Diya Agrawal	Mahaveer College of Commerce	Diya
28	Farhan Qureshi	Mahaveer College of Commerce	Farhan
29	GarimaTehlyani	Mahaveer College of Commerce	Garima
30	GautamRamrakhani	Mahaveer College of Commerce	Gautam

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FEEDBACK ANALYSIS:

SEMINAR FEEDBACK ANALYSIS								
Sr. no.	Attributes	Total Feed Back	Total Feed Back- 30					Remark
			>80% Objective Achieved, 60 to 79 %- Satisfactory, Below 60%, Need improvement					
1	Do you think Seminar was useful for you?	30	Yes	No	Partial	---	---	Remark
			27	0	3	0	0	Objective Achieved (86.67%)
			86.67	0.00	13.33	0.00	0.00	
2	Did you receive all the information about seminar?	30	Yes	No	Partial	---	---	Remark
			28	0	2	0	0	Objective Achieved (93.33%)
			93.33	0.00	6.67	0.00	0.00	
3	Did you find the interactive activities engaging and helpful in learning about Knowledge of personality development?	30	Yes	No	Partial	---	---	Remark
			30	0	0	0	0	Objective Achieved - Outstanding & Excellent (100%)
			100	0	0	0.00	0	
4	Do you feel more confident in soft skill and personality development attending the seminar?	30	Yes	No	Partial	---	---	Remark
			30	0	0	0	0	Objective Achieved (100%)
			100	0	0	0	0	
5	Overall experience about the Session	30	Outstanding	Excellent	Good	Average	Satisfactory	Remark
			27	2	1	0	0	Objective Achieved - Outstanding (86.67%)
			86.67	6.66	6.67	0	0	

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SAMPLE CERTIFICATE:



Mahaveer College of Commerce

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Present this

CERTIFICATE OF PARTICIPATION

to

This is to certify that Abhishek Jain of Mahaveer College of Commerce has successfully completed the 1 day seminar on “Soft Skill & Personality Development” held on 15th December 2021. He / She demonstrated a strong commitment to enhance their skills and developing their knowledge.

Dr. Simmi Choyal
Coordinator

Principal
Mahaveer College of Commerce

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