

# St. Francis Institute of Management & Research (SFIMAR)

# 5.1.3 Capacity building and skills enhancement Initiatives taken by the institution include the following:

The Institute's objective is to enhance the employability skills of its students by training them on soft skills, computer skills and technical skills as per the industry requirement. The Career Management Centre at SFIMAR takes many initiatives to groom students as per the industry requirements from the initial days. Over the years, the grooming program has become structured and defined as Student Skill Development Program (SSDP).

# **SSDP for AY 2020-21**

# **List of Training Programs Conducted**

Sr. No.	Name of the capability enhancement program
1	Enhancing Computing skills for MS-Excel
2	Enhancing Interview skills -Smart Answers to the Key questions"
3	Resume Building - Skilling students to craft a Professional Resume
4	Skilling students for Business News Analysis
5	Financial Modelling Workshop- Upskilling students for understanding various financial models.
6	Upskilling students to use LinkedIn - Leveraging with LinkedIn
7	Financial Aptitude Test Skills
8	Tips & Techniques of Facing Online Personal Interview - Upskilling students for personal Interviews.
9	Tips & Techniques of Facing Online Group Discussion - Enhancing group discussion skills
10	Session on Speed Maths - Enhancing students speed maths skills
11	Certificate Course in Alternative Investment Industry (CAII) - Upskilling students for Alternate Investment Industry.
12	Personal Interviews Skills-Mock PI for HR
13	Personal Interviews Skills-Mock PI Marketing
14	Personal Interviews Skills-Mock PI IT
15	Personal Interviews Skills- Mock PI Finance

# Report of Training Programs Conducted in Academic Year 2020-21

### 1. Enhancing Computing skills for MS-Excel

Objective: Spreadsheets are an essential business and accounting tool. To make students learn to organize and categorize data into a logical format. Once this data is entered into the spreadsheet, students can help manage and grow the business by analyzing the information. To give them the understanding to use different types of formulae and functions.

**Summary:** This training was conducted based on HR feedback and industry requirements. The students were not comfortable with excel at work. Also, a few companies were conducting an Excel test during the selection process and our students were facing problems. Hence, it was discussed with management, and it was decided to impart training in Excel to the students. Alumnus Mr. Vaibhav Shah was identified for the same. His feedback was excellent. The students were told about the assignment at the end of the training and awarded certificates to those who got 60% and above marks in the test.

**Date of the activity:** 24th, 27th, 25th, 31st July 2020 & 3rd, 7th, 8th, 10th, 14th, 21<sup>st</sup>, 24th, 28th, 29th August & 5th Sept 2020.

Name & Designation of Speaker: Mr. Vaibhav Shah - Analyst BNP Paribas

Number of students enrolled: 114

**Outcomes:** The students learned basic Excel and Finance students were trained on Advance Excel too. The students learned to format data and cells and construct formulas, including built-in functions and relative and absolute references. Create and modify charts. Preview and print worksheets. Better selection results during placement. Students were confident while appearing for Excel Tests.



# 2. Enhancing Interview skills -Smart Answers to the Key questions"

Objective: To make students competent to perform well in Interviews during selection process of recruiting companies.

**Summary:** This training was conducted to make students aware about the most frequently asked questions during the personal interviews and how to respond to those questions in a most appropriate manner. The students were trained by a competent trainer and at the end students' queries and doubts were taken care off by the Trainer Ms. Aparna Passi & & Mr. Kanitkar. Ms. Aparna Passi is a certified hospitality educator and senior human resource professional. She is a passionate public speaker and a dynamic human resource professional with extensive experience in recruitment, retention, compensation, training and customer service.

The feedback of the session was good.

**Date of the activity:** 7th & 18th September 2020

Name & Designation of Speaker: Ms. Aparna Passi - Director -Third Arm Consulting & Mr. Kanitkar NIPM Chairman

Number of students enrolled: 114

**Outcomes:** The students developed confidence in appearing for Interview and got an insight about the most frequently asked questions during the selection process for Final Placement.



Ms. Aparna Passi & Mr. Kanitkar conducted the Interview skills session on 07th & 18th September 2020

## 3. Resume Building - Skilling students to craft a Professional Resume

**Objective:** How to write a professional resume in college format with correct alignment

**Summary:** This Training was given to the students to understand the general rules of crafting a professional resume. The fresher and experienced students were advised accordingly. The session was done in the IT laboratory. The 4C concept was explained to students to keep in mind while designing a resume, i.e., critical thinking, communication, collaboration and competency. The session was conducted by professional Trainers.

Date of the activity: 19th & 21st September, 2020

Name & Designation of Speaker: Ms. Aparna Passi - Director - Third Arm Consulting & Mr.

Kanitkar NIPM Chairman

Number of students enrolled: 114

**Outcomes:** Students learned to design a professional resume for the final placement purposes. They also learned the 4Cs concept to keep in mind while designing their CV.



Ms. Aparna Passi & Mr. Kanitkar conducted the Resume Building on 19th & 21st September 2020

# 4. Skilling students for Business News Analysis

**Objective:** To train students to understand the business News and analyze it with a business / Market perspective.

**Summary:** Since during the Pandemic, there was no newspaper and students were not able to use library in the Institute due to online teaching, the placement department was of a view to keep students appraised about the important news, it's understanding along with its analysis. Hence, this training was organized for the first time and was proved useful during the group discussion round of selection processes of the companies. The session was conducted by a professional trainer Mr. Rishi Chaurasia, who is a competent professional and is well aware about the Economy and Market. He made the students understand about 'Farmer Law' and various other business news. The pedagogy was presentation by him explaining the latest news using online teaching tools through Zoom platform. There was an assignment to all the students, to read and get information about the News to be discussed in the upcoming sessions. Students were free to ask their queries at any point of time during the session for an understanding without a delay.

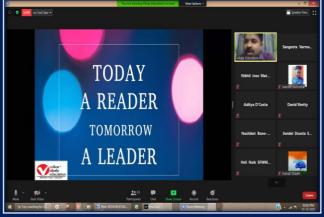
**Date of the activity:** 3rd, 10th, 17th, 23rd & 30th October 13<sup>th</sup>, 20<sup>th</sup> & 27th Nov, 2020

Name & Designation of Speaker: Mr. Rishi Chaurasia - Director Online Vikalp Education

Number of students enrolled: 114

**Outcomes:** Students got an understanding of various important news and became confident for Group discussion selection process. They showed good results during the selection process.





Mr. Rishi Chourasia conducted the Business News Analysis sessionon 3rd, 10th, 17th, 23rd & 30th October. 13<sup>th</sup>, 20<sup>th</sup> & 27th Nov 2020

# 5. Financial Modelling Workshop- Upskilling students for understanding various financial models.

**Objective:** To Train students on financial modelling core concepts and their application in the actual job.

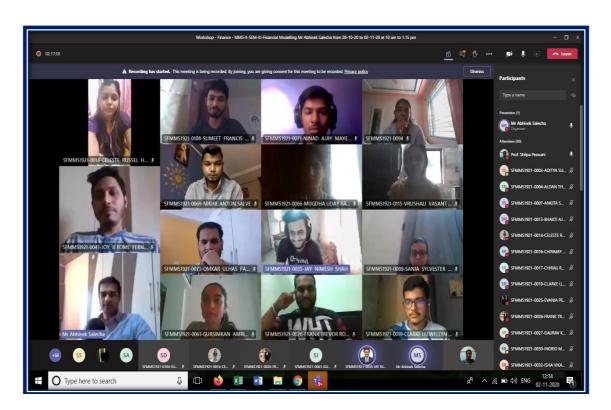
**Summary:** This is an essential topic in finance and was a part of the syllabus in MMS. During the revision of the syllabus, this topic was removed. Since, it is a very relevant topic and asked by most financial companies doing campus placement, we decided to cover this module with a professional Trainer. He conducted a 20 hours course and covered essential topics, e.g., Budgeting and forecasting (planning for the years ahead), Capital allocation, Valuing a business and Financial statement analysis /ratio analysis.

Date of the activity: 26th October to 2nd November, 2020

Name & Designation of Speaker: Mr. Abhisek Salecha - Co-Founder - ForeVision

Number of students enrolled: 62

**Outcomes:** Learnt the formulas and technical functions of FM, Its Application in Industry cases.



Workshop on Financial Modelling conducted by Mr. Abhisek Salecha 26th October to 2nd November 2020

## 6. Upskilling students to use LinkedIn - Leveraging with LinkedIn

**Objective:** To develop networking skills on LinkedIn Platform so that they can improve their network with professionals and recruiters for getting a job lead.

**Summary:** During Pandemic to get a right job was really difficult. Hence, it was realized by the placement dept to take this initiative to make them equipped in searching a job not only now but also in future through the professional networking platform LinkedIn. The trainer was a senior alumnus and LinkedIn Specialist. Students liked the session and learnt to use LinkedIn in the right way.

Date of the activity: 24th & 27th October, 2020

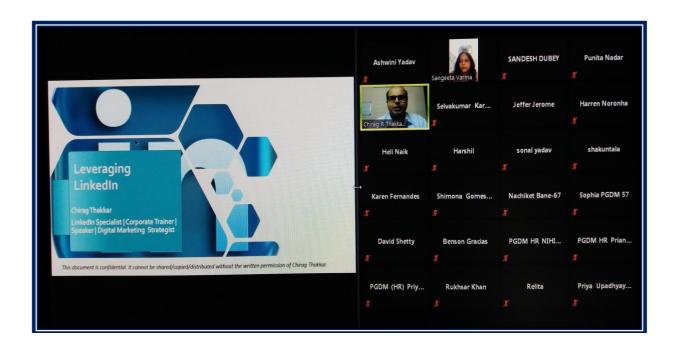
Name & Designation of Speaker: Mr. Chirag Thakkar - Digital Marketing Strategist

Number of students enrolled: 114

#### **Outcomes: Students learnt the below:**

1. How to create your profile

- 2. How to create the banner on the profile
- 3. How to highlight your special talents and skills,
- 4. How to post your articles and blogs
- 5. How to connect with professionals
- 6. Dos' and Don'ts of LinkedIn platform



#### 7. Financial Aptitude Test Skills

**Objective:** This training aims to train all the students on general aptitude questions of reasoning, logic, math and English so that students can clear the test given by the companies at the time of placement. Finance students were also trained on a Financial aptitude test as per the companies tests for placement.

**Summary:** The training was conducted for all the 2nd year students by a professional Trainer. The trainer Mr. Rishi Chaurasia taught the students how to solve the math & logical questions in much less time.

Finance students were given financial concepts first by the trainer and then aptitude tests were provided by the trainer for practice. It was overall a good session as per the feedback received from students. The training was organized for all the students.

Date of the activity: 6th, 8th, & 10th November, 2020

Name & Designation of Speaker: Mr. Rishi Chaurasia - Director Online Vikalp Education

**Number of students enrolled: 62** 

**Outcomes:** This Training helped students enhance their understanding of financial concepts and solving General aptitude tests viz. Verbal and Logical Tests. They also learned the tricks of simple calculations while solving mathematical questions. This training is of immense help to students while the selection process of companies.



Financial Aptitude Test Skills conducted by Mr. Rishi Chourasia held on 6th, 8th, & 10th November, 2020

# 8. Tips & Techniques of Facing Online Personal Interview - Upskilling students for personal Interviews.

**Objective:** To train students on the Do's and Don'ts while appearing for Online Interviews.

**Summary:** During Pandemic, the students were to appear for Online selection process. Hence, it was a concern to train our students on the etiquettes to be observed during Online Interview Process. It was conducted by Ms. Priyanka Parab and tips and tricks were shared by the trainer to make a lasting impression on the interviewer. Ms. Priyanka is a former Sr. HR with LTI and a professional trainer for Soft skills. She is an alumnus of Batch 2006-08.

The pedagogy was explanation by the trainer through a presentation and a few Mock GDs for a real time understanding.

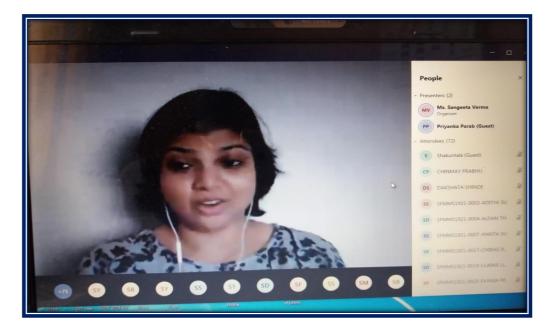
**Date of the activity:** 21st & 28th November, 2020

Name & Designation of Speaker: Ms. Priyanka Parab - Professional Trainer, The Catalyst &

Former Sr. HR LTI

Number of students enrolled: 114

**Outcomes:** The students learnt the etiquettes to be observed during online selection process and specially during personal interviews.



Tips & Techniques of Facing Online Personal Interview conducted by Ms. Priyanka Parab held on 21st & 28th November 2020

# 9. Tips & Techniques of Facing Online Group Discussion - Enhancing group discussion skills

**Objective:** To train and prepare students on the Do's and Don'ts while appearing for the Group Discussions conducted during Final Placement Selection Process.

**Summary:** During Pandemic, the students were to appear for Online selection process. Group Discussion is conducted by most of the companies. Hence, it was a concern to train our students on the etiquettes to be observed during Online Group Discussion. It was conducted by Ms. Priyanka Parab and tips and techniques were shared by the trainer to make a lasting impression on the interviewer.

Ms. Priyanka is a former Sr. HR with LTI and a professional trainer for soft skills. She is an alumnus of Batch 2006-08.

The pedagogy was explanation by the trainer through a presentation and a few Mock GDs for a real time understanding.

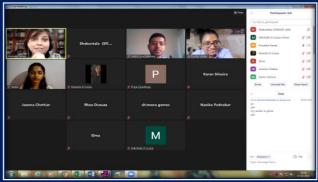
**Date of the activity:** 20th November, 2020

**Name & Designation of Speaker:** Ms. Priyanka Parab - Professional Trainer, The Catalyst & Former Sr. HR LTI

Number of students enrolled: 52

**Outcomes:** The students learnt the etiquettes to be observed during online Group Discussion Process.





Tips & Techniques of Facing Online Group Discussion conducted by Ms. Priyanka Parab on 20th November 2020

# 10. Session on Speed Maths - Enhancing students speed maths skills

**Objective:** To improve the mathematical aptitude and train students on tips and tricks to solve aptitude tests of recruiting companies in time.

**Summary:** Speed Math is a very important for solving any entrance exam and during Final Placements specially for Finance students and Market research profiles, an MBA student has to first pass through the aptitude test of the recruiting company. These tests are time bound and speed matters a lot along with accuracy. Hence, the students were trained to get successful in aptitude tests by applying speed math techniques. They were trained by Mr. Rishi Chaurasia, who is a director of an organization that runs an Online portal for Aptitude Tests.

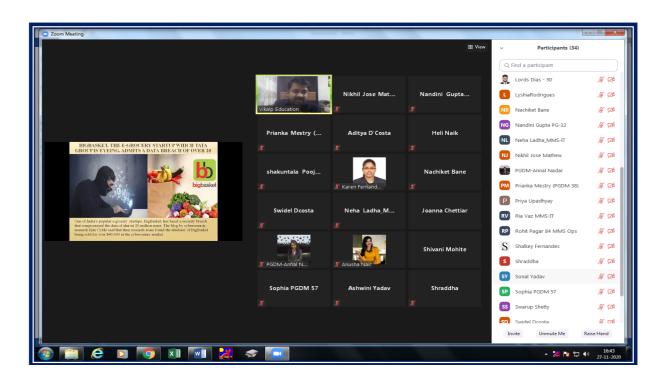
Date of the activity: 22nd November 2020

Name & Designation of Speaker: Mr. Rishi Chaurasia - Director Online Vikalp Education

**Number of students enrolled: 62** 

**Outcomes:** Students learnt the basic techniques of speed math and learnt to compute quickly and be successful in the selection process of companies during Final Placement.

#### **Photos:**



Enhancing students speed maths skills conducted by Mr. Rishi Chaurasia 22nd November, 2020

# 11. Certificate Course in Alternative Investment Industry (CAII) - Upskilling students for Alternate Investment Industry.

**Objective:** The objective of conducting this training is to make 2<sup>nd</sup>-year Finance students eligible to participate in the placement process of the renowned company SS&C GlobeOp under the corporate onboarding program. This is a certification program imparting knowledge in Hedge funds, Derivatives, etc., and help students while appearing for other company's placement processes.

**Summary:** SFIMAR initiated the Corporate Onboarding Program with its first company SS&C GlobeOp in 2014. Since then, the company visits to campus with a defined program for campus recruitment. During this program, the company representatives train students on various profiles available for recruitment purposes at the company. SS&C GlobeOp has a structured syllabus and launched it at SFIMAR as a certification program.

The students who can clear the company's assessment become eligible and the company recruits them as management trainees based on their clearing of the technical interview round.

The training was conducted for 2nd-year students of finance.

Date of the activity: 22nd, 25th, 27th, 28th & 29th January 2021

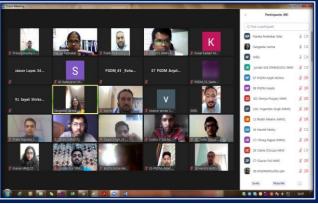
Name & Designation of Speaker: SS&C GlobeOp Financial Services

Number of students enrolled: 41

**Outcomes:** This Training helped students understand the various profiles in the core finance field available in the company and got their knowledge enhancement in Hedge Funds, Financial operations, Derivatives, etc. 14 students got selected in SS&C GlobeOp this year.

#### **Photos:**





Certificate Course in Alternative Investment Industry (CAII) conducted by GlobeOp Financial Services 22nd, 25th, 27th, 28th & 29th January 2021

#### 12. Personal Interviews Skills-Mock PI for HR

**Objective:** To train students on experiencing personal interviews before the Placement season and raise their confidence level by giving them constructive feedback.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Identified Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is beneficial and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

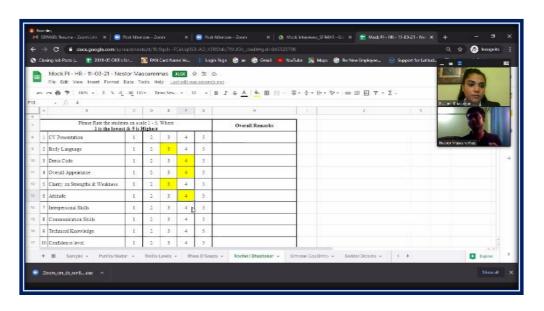
Date of the activity: 10th & 11th March, 2021

Name & Designation of Speaker: Mr. Nestor Mascarenhas

Asst. Manager Human Resources at Neptunus Power Plant Services Pvt. Ltd

Number of students enrolled: 14

**Outcomes:** This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Constructive feedback was given by the interviewers that helped students to perform better.



Personal Interviewing Skills conducted by Mr. Nestor Mascarenhas held on 10th & 11th March 2021

### 13. Personal Interviews Skills-Mock PI Marketing

**Objective:** To train students on experiencing personal interviews before the Placement season and raise their confidence level by giving them constructive feedback.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Identified Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is beneficial and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

Date of the activity: 9th March, 2021

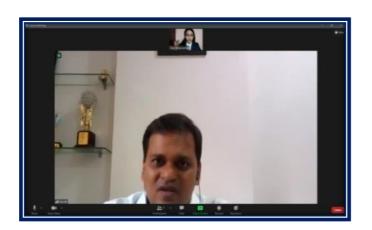
Name & Designation of Speaker: Mr. Hardik Shah, Founder, CEO - Business Karma Marketing Pvt. Ltd.

Mr. Abhijit Khatav AGM HT Media

Number of students enrolled: 14

**Outcomes:** This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Constructive feedback was given by the interviewers that helped students to perform better.

#### **Photos:**





Personal Interviewing Skills conducted by Mr. Hardik Shah & Mr. Abhijit Khatav held on 9th March, 2021

#### 14. Personal Interviews Skills-Mock PI IT

**Objective:** To train students on experiencing personal interviews before the Placement season and raise their confidence level by giving them constructive feedback.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Identified Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is beneficial and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

Date of the activity: 12th March, 2021

Name & Designation of Speaker: Mr. Joyce Jose - Business Analyst at Trafigura

Number of students enrolled: 2

**Outcomes:** This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Constructive feedback was given by the interviewers that helped students to perform better.

#### **Photos:**



Personal Interviewing Skills conducted by Mr. Mr. Joyce Jose held on 12th March, 2021

### 15. Personal Interviews Skills- Mock PI Finance

**Objective:** To train students on experiencing personal interviews before the Placement season and raise their confidence level by giving them constructive feedback.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Identified Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is beneficial and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

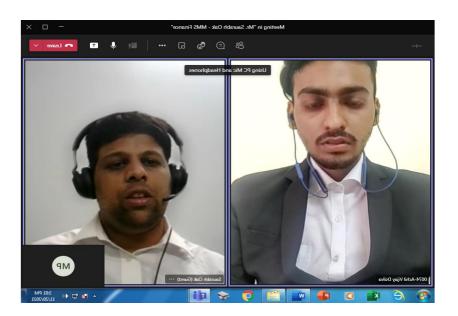
Date of the activity: 8th & 9th March, 2021

Name & Designation of Speaker: Mr. Saurabh Oak-AVP at JPMorgan Chase & Co

Number of students enrolled: 14

**Outcomes:** This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Constructive feedback was given by the interviewers that helped students to perform better.

#### **Photos:**



Personal Interviewing Skills conducted by Mr. Saurabh Oak held on 8th & 9th March 2021



# St. Francis Institute of Management & Research (SFIMAR)

# 5.1.3 Capacity building and skills enhancement Initiatives taken by the institution include the following:

The Institute's objective is to enhance the employability skills of its students by training them on soft skills, computer skills and technical skills as per the industry requirement. The Career Management Centre at SFIMAR takes many initiatives to groom students as per the industry requirements from the initial days. Over the years, the grooming program has become structured and defined as Student Skill Development Program (SSDP).

# SSDP for AY 2021-22

# **List of Training Programs Conducted**

Sr. No.	Name of the capability enhancement program
1	Up-skilling students for Solving Aptitude Test Session
2	Power of Communication - Enhancing Communication Skills
3	Tips & Techniques of Facing Online Group Discussion- Enhancing students' GD Skills
4	Upskilling Students on MS -Excel
5	Non-Verbal Communication Skills - Body Language & Digital Etiquette
6	Self-Analysis - Soft Skill & Behavioral Skills
7	Upskilling students to use LinkedIn - Leveraging with LinkedIn
8	Upskilling students for solving Aptitude test for Nielsen campus placement process
9	Training to Enhance Advance Excel Skills- Finance
10	Enhancing Personal Interviews Skills-Mock PI for HR
11	Enhancing Personal Interviews Skills-Mock PI for Marketing
12	Enhancing Personal Interviews Skills-Mock PI for IT
13	Enhancing Personal Interviews Skills- Mock PI for Finance
14	Enhancing Personal Interviews Skills-Mock PI for Operations
15	Certificate Course in Alternative Investment Industry (CAII) - Upskilling students for Alternate Investment Industry
16	Upskilling students on Financial Concepts for the selection process of Industry

## Report of Training Programs Conducted in Academic Year 2021-22

# 1. Training Topic: Up-skilling students for Solving Aptitude Test Session

**Objective** – This training aims to train all the students on general aptitude questions of reasoning, logic, math and English so that students can clear the test given by the companies at the time of placement. Finance students were also trained on a Financial aptitude test as per the companies tests for placement.

**Summary:** The training was conducted for all the 2nd year students by a professional Trainer Mr. Rishi Chourasia. The trainer taught the students how to solve the math & logical questions in much less time. Finance students were given financial concepts first by the trainer and then aptitude tests were provided by the trainer for practice. It was overall a good session as per the feedback received from students. The training was organized for all the students.

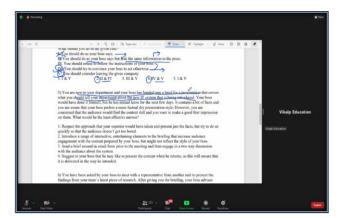
Date of the activity: 27th August 3rd,17th,24th Sept., 1st & 8th Oct 2021

Name & Designation of Speaker: Mr. Rishi Chourasia - Founder Director, Vikalp Education

Number of students enrolled: 137 Students

**Outcomes -** This Training helped students enhance their understanding of financial concepts and solving General aptitude tests viz. Verbal and Logical Tests. They also learned the tricks of simple calculations while solving mathematical questions. This training is of immense help to students while the selection process of companies.





Up-skilling students for Solving Aptitude Test Session conducted by Mr. Rishi Chourasia on 27th August 3rd,17th,24th Sept. 1st & 8th Oct 2021

### 2. Training Topic: Power of Communication - Enhancing Communication Skills

**Objective:** To train students to make a good impression in general, especially during interviews, by practicing correct body language and the proper use of words while communicating.

**Summary:** The students are trained by a professional soft skill trainer Ms. Bhuvaneshwari Venkatesh on verbal and non-verbal communication. The training included facial expressions, body movement, gestures and posture in non-verbal communication. **Verbal communication** included language, both written and spoken.

Date of the activity: 31st July 2021

Name & Designation of Speaker: Ms. Bhuvaneshwari N - Professional Trainer - Engaging minds

**Number of students enrolled:** 137 Students

**Outcomes -** Students got confident after this training and gained awareness about the usage of the correct body language and verbal communication, which extremely helpful to them during the selection process of companies and in everyday use of language in assignments etc.

#### **Photos:**



Power of Communication - Enhancing Communication Skills conducted by Ms. Bhuvaneshwari Venkatesh on 31st July 2021

# 3. Training Topic: Tips & Techniques of Facing Online Group Discussion- Enhancing students' GD Skills

**Objective** – To train students on experiencing Group Discussion Process before the Placement season and raise their confidence level by giving them constructive feedback.

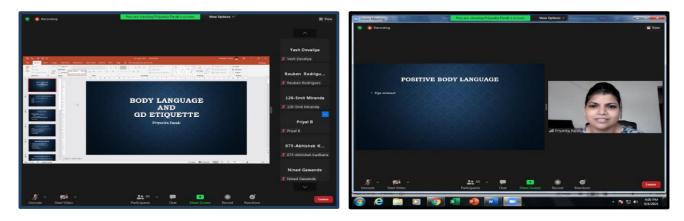
**Summary:** Career Management Centre organizes this training for the students to build up and raise their confidence level during the selection process of the companies. Identified Senior Alumni members are invited for the same. HR Alumni conduct the GDs. The evaluation sheet is shared with interviewers by CMC and after the formal round of group discussion, the trainer gives the students feedback for improvement. It is extremely useful training and helps students to improve immensely.

Date of the activity: 4th & 16th September 2021

Name & Designation of Speaker: Ms. Priyanka Parab: Professional Trainer, The Catalyst

Number of students enrolled: 56 & 81 Students

**Outcomes** – Students got a clear idea of the etiquettes to be observed while participating in a online GD and they also got to know the various types of GDs and HR's expectations from the participants.



Tips & Techniques of Facing Online Group Discussion- Enhancing students' GD Skills by Ms. Priyanka Parab on 4th & 16th September 2021

#### 4. Training Topic: Upskilling Students on MS -Excel

Spreadsheets are an essential business and accounting tool. To make students learn to organize and categorize data into a logical format. Once this data is entered into the spreadsheet, students can use it to help manage and grow the business by analyzing the information. To give them the understanding to use different types of formulae and functions.

**Summary:** This training was conducted based on HR feedback and industry requirements. The students were not comfortable with excel at work. Also, a few companies were conducting an Excel test during the selection process and our students were facing problems. Hence, it was discussed with management and decided to impart Excel training to the students. Our Alumnus, Mr. Vaibhav Shah, was identified for the same. His feedback was excellent. The students were told about the assignment at the end of the training and awarded certificates to those who got 60% and above marks in the test.

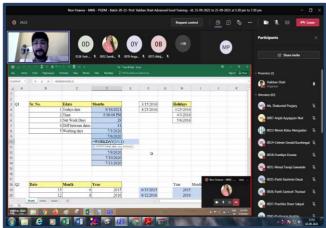
**Date of the activity:** 15th, 16th, 20th & 21st September 2021

Name & Designation of Speaker: Mr. Vaibhav Shah - Analyst BNP Paribas

Number of students enrolled: 56 Students

**Outcomes** – The students learned basic Excel and Finance students were trained on Advance Excel too. The students learned to format data and cells and construct formulas, including built-in functions and relative and absolute references. Create and modify charts. Preview and print worksheets. Better selection results during placement. Students were confident while appearing for Excel Tests.





Upskilling Students on MS -Excel conducted by Vaibhav Shah on 15th, 16th, 20th, & 21st September, 2021

# 5. Training Topic: Non-Verbal Communication Skills - Body Language & Digital Etiquette

**Objective:** This training was provided to observe the correct body language and etiquette in general and during group discussion during the selection process.

**Summary:** Body Language & Digital Etiquette, workshop trained participants in acquiring nonverbal communication skills. It covered Facial expressions, posture, gestures, eye contact etc. They also learned about negative body language, not to be used.

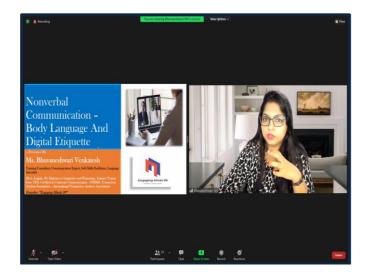
Date of the activity: 22nd September 2021

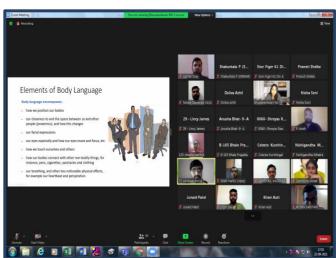
Name & Designation of Speaker: Ms. Bhuvaneshwari N, Professional Trainer of Business

Communication - Engaging Minds

Number of students enrolled: 137 Students

**Outcomes** – The students learned about the correct body language Digital Etiquette required for and Group discussion etiquette and Interviews. This training proved very useful when students appeared for the selection process of companies.





Non-Verbal Communication Skills - Body Language & Digital Etiquette by Ms. Bhuvaneshwari N, on 22nd September, 2021

# **6.** Training Topic: Self Analysis - Soft Skill & Behavioral Skills

**Objective** – The objective of conducting this training is to make students confident to face Interviews during the placement process.

**Summary:** The students are trained by a professional on Soft Skill & Behavioral Skills. The training included knowing yourself-self, Discovery – SWOT Analysis / Self-Assessment, Building A Professional Image, Character Traits-Values and Ethics, Integrity, Trust, Attitude etc.

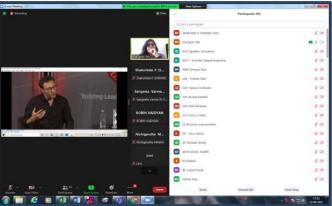
**Date of the activity:** 23rd September 2021

Name & Designation of Speaker: Ms. Riti Kapoor Chopra-Trainer, Speaker, Educator

Number of students enrolled: 137 Students

**Outcomes** – This Training helped students understand the improvement areas in the in their appearance, body language and knowing about them. Students got confidence, and god feedback which helped them perform confidently in company interviews during the placement process.





Self-Analysis - Soft Skill & Behavioral Skills by Ms. Riti Kapoor Chopra, on 23rd September 2021

# 7. Training Topic: Upskilling students to use LinkedIn - Leveraging with LinkedIn

**Objective** – The objective of conducting this training is to make students understand why LinkedIn is important for Management student, how to create profile, building your LinkedIn network, Tips to apply for Job opportunities on LinkedIn, Do's and Don'ts on LinkedIn

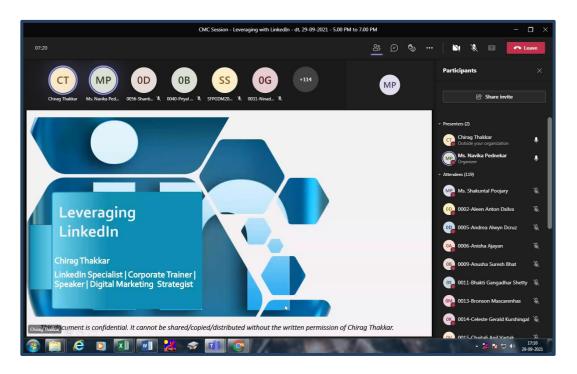
**Summary:** The students are trained by a professional on use LinkedIn. The training included Content Creation on LinkedIn, Tips to apply for Job opportunities on LinkedIn, Recruiters view when you apply for a job through LinkedIn etc.

Date of the activity: 29th September, 2021

Name & Designation of Speaker: Mr. Chirag Thakkar - Digital Marketing Strategist

**Number of students enrolled:** 137 Students

**Outcomes** – This Training helped students understand and create their profiles in LinkedIn and also how this will help them in creating their networking in future.



Upskilling students to use LinkedIn - Leveraging with LinkedIn by Mr. Chirag Thakkar, on 29th September. 2021

# 8. Training Topic: Upskilling students for solving Aptitude test for Nielsen campus placement process

**Objective** – This training aims to train all the students on Aptitude test for Nielsen campus placement process for e.g. questions of reasoning, logic, math and English so that students can clear the test given by the companies at the time of placement.

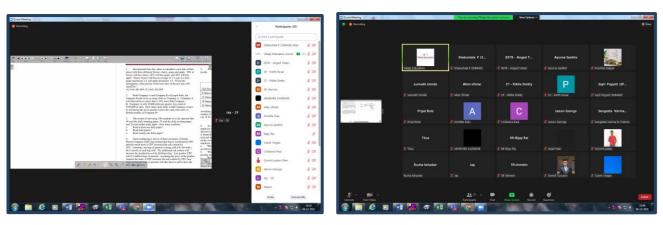
**Summary:** The training was conducted to prepare the students for Nielsen Campus Placement process. The trainer taught the students how to solve the math & logical questions in much less time and clear the Aptitude Test.

Date of the activity: 4<sup>th</sup> December 2021

Name & Designation of Speaker: Mr. Rishi Chourasia - Founder Director, Vikalp Education

Number of students enrolled: 36 Students

**Outcomes -** This Training helped students enhance their understanding of financial concepts and solving General aptitude tests viz. Verbal and Logical Tests. They also learned the tricks of simple calculations while solving mathematical questions. This training is of immense help to students while the selection process of companies.



Upskilling students for solving Aptitude test for Nielsen campus placement process conducted by Mr. Rishi Chourasia on 4th December 2021

## 9. Training Topic: Training to Enhance Advance Excel Skills - Finance

**Objective** – Spreadsheets are an essential business and accounting tool. To make students learn to organize and categorize data into a logical format. Once this data is entered the spreadsheet, students can use it to help manage and grow the business by analyzing the information. To give them the understanding to use different types of formulae and functions.

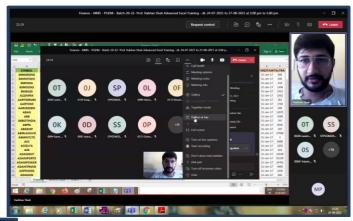
**Summary:** This training was conducted based on HR feedback and industry requirements. The students were not comfortable with excel at work. Also, a few companies were conducting an Excel test during the selection process and our students were facing problems. Hence, it was discussed with management, and it was decided to impart training in Excel to the students. Alumnus Mr. Vaibhav Shah was identified for the same. His feedback was excellent. The students were told about the assignment at the end of the training and awarded certificates to those who got 60% and above marks in the test.

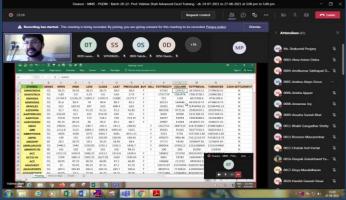
**Date of the activity:** 24th, 30th, 31st July 6th, 7th, 13th, 14th, 20th, 21st & 28th August, 2021

Name & Designation of Speaker: Mr. Vaibhav Shah - Analyst BNP Paribas

Number of students enrolled: 81 Students

**Outcomes** – The students learned basic Excel and Finance students were trained on Advance Excel too. The students learned to format data and cells and construct formulas, including built-in functions and relative and absolute references. Create and modify charts. Preview and print worksheets. Better selection results during placement. Students were confident while appearing for Excel Tests.





Training to Enhance Advance Excel Skills- Finance conducted by Mr. Vaibhav Shah on 24th, 30th, 31st July 6th, 7th, 13th, 14th, 20th, 21st & 28th August, 2021

## 10. Training Topic: Enhancing Personal Interviews Skills-Mock PI for HR

**Objective** – This training aims to make 2<sup>nd</sup>-year students confident to face Interviews during the placement process.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Corporate representative was invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is extremely useful training and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

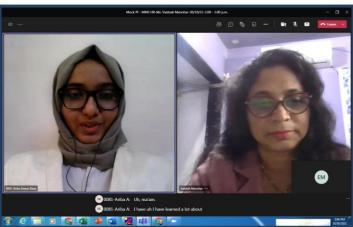
Date of the activity: 30th October'21

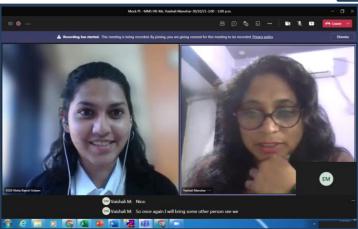
Name & Designation of Speaker: Vaishali Samir Manohar- Dir HR at Man Industries Ltd

Nestor H Mascarenhas - Asst. Manager Human Resources -Neptunus Power Plant Services Pvt. Ltd

Number of students enrolled: 14 Students

**Outcomes** – This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Students' confidence and feedback have helped them perform actual confidently in company interviews during the placement process.





Enhancing Personal Interviews Skills-Mock PI for HR by Vaishali Samir Manohar & Nestor H. Mascarenhas, on 30th October'21

# 11. Training Topic: Enhancing Personal Interviews Skills-Mock PI for Marketing

**Objective** – This training aims to make 2<sup>nd</sup>-year students confident to face Interviews during the placement process.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is extremely useful training and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

Date of the activity: 30th October 2021, 20th, 23rd & 27th November, 2021

Name & Designation of Speaker: Abhijit Ashok Khatav- Assistant General Manager - Corporate Assistant General Manager - Corporate, Fever FM (HT Media Ltd.), Hardik Shah Founder Director - Business Karma & Foram Yogesh Rajput -Manager at Kotak Mahindra Bank

Number of students enrolled: 36 Students

**Outcomes** – This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Students' confidence and feedback have helped them perform actual confidently in company interviews during the placement process.





## 12. Training Topic: Enhancing Personal Interviews Skills-Mock PI for IT

**Objective** – This training aims to make 2<sup>nd</sup>-year students confident to face Interviews during the placement process.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is extremely useful training and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

Date of the activity: 30th October 2021

Name & Designation of Speaker: Mr. E.G. Prasant Associate Project Manager at Praxis Technologies

Number of students enrolled: 2 Students

**Outcomes** – This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Students' confidence and feedback have helped them perform actual confidently in company interviews during the placement process.

#### **Photos:**





Enhancing Personal Interviews Skills-Mock PI for IT by Mr. E.G. Prasant, on 30th October'21

# 13. Training Topic: Enhancing Personal Interviews Skills- Mock PI for Finance

**Objective** – This training aims to make 2<sup>nd</sup>-year students confident to face Interviews during the placement process.

**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is extremely useful training and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

Date of the activity: 30th October 2021 & 20<sup>th</sup> November 2021

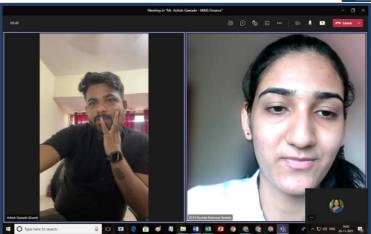
Name & Designation of Speaker: Ashish Dilip Gawade - Senior Operations Analyst (Treasury and Collateral) at The Citco Fund Services Ltd, Dilpesh Jain - AVP at Sonam Builders, Prashant Manjunath Anchan-Team Lead at Intercontinental Exchange, Saurabh Oak - AVP at JPMorgan Chase & Co and more

#### **Number of students enrolled:** 81 Students

**Outcomes** – This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Students' confidence and feedback have helped them perform actual confidently in company interviews during the placement process.

#### **Photos:**





Enhancing Personal Interviews Skills-Mock PI for Finance by Ashish Dilip Gawade, Dilpesh Jain, Prashant Manjunath, Saurabh Oak and more on 30th October 2021 & 20th November 2021

# 14. Training Topic: Enhancing Personal Interviews Skills-Mock PI for Operations

**Objective** – This training aims to make 2<sup>nd</sup>-year students confident to face Interviews during the placement process.

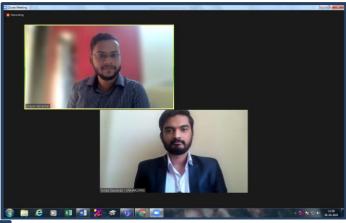
**Summary:** Career Management Centre organizes this training for second-year students to build up and raise their confidence level during the selection process of the companies. Senior Alumni members and corporate representatives are invited for the same. The interviews are conducted for HR and Technical rounds. The evaluation sheet is shared with interviewers by CMC and after the formal round of interviews, the student is given feedback for improvement by the interviewers. It is extremely useful training and helps students to improve immensely. For weaker students, more rounds of mock interviews are conducted by faculty and CMC.

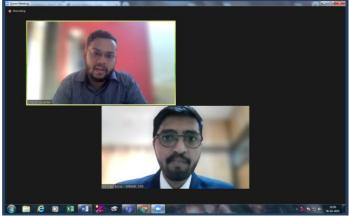
Date of the activity: 30th October 2021

Name & Designation of Speaker: Mr. Prayas Kalvankar e-Emphasys Technologies

**Number of students enrolled:** 4 Students

**Outcomes** – This Training helped students understand the improvement areas in the technical fields and their appearance, body language, and CV rectifications as per the individual's experience and projects. Students' confidence and feedback have helped them perform actual confidently in company interviews during the placement process.





Enhancing Personal Interviews Skills-Mock PI for Operations by Mr. Prayas Kalvankar on 30th October 2021

# 15. Training Topic: Certificate Course in Alternative Investment Industry (CAII) - Upskilling students for Alternate Investment Industry.

**Objective** – The objective of conducting this training is to make 2<sup>nd</sup>-year Finance students eligible to participate in the placement process of the renowned company SS&C GlobeOp under the corporate onboarding program. This certification program imparts knowledge in Hedge funds, Derivatives, etc. and helps students appear for other companies' placement processes.

**Summary:** SFIMAR initiated the Corporate Onboarding Program with its first company SS&C GlobeOp in 2014. Since then the company visits to campus with a defined program for campus recruitment. During this program, the company representatives train students on various profiles available for recruitment purposes at the company. SS&C GlobeOp has a structured syllabus and launched it at SFIMAR as a certification program.

The students who can clear the company's assessment become eligible and the company recruits them as management trainees based on their clearing of the technical interview round. The training was conducted for 2nd-year students of finance.

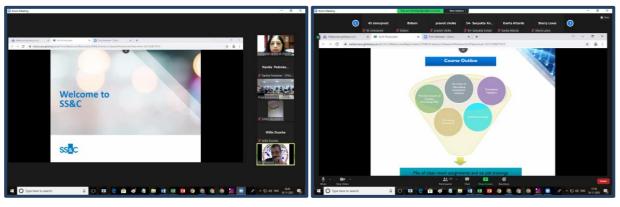
Date of the activity: 24th, 25th, 29th, 30th November & 2nd December 2021

Name & Designation of Speaker: Senior Managers from SS&C GlobeOp Financial Services

**Number of students enrolled:** 75 Students

**Outcomes** – This Training helped students understand the various profiles in the core finance field available in the company and got their knowledge enhancement in Hedge Funds, Financial operations, Derivatives etc. 24 students got selected in SS&C GlobeOp this year.

#### **Photos:**



Certificate Course in Alternative Investment Industry (CAII) - Upskilling students for Alternate Investment Industry by Senior Managers from SS&C GlobeOp Financial Services on 24th, 25th, 29th, 30th November & 2nd December 2021

# 16. Training Topic: Upskilling students on financial concepts for the selection process of Industry

Objective – This training aims to train all the students on Financial Concepts for Final Placement

**Summary:** The training was conducted to prepare the students for Final Placement process. The trainer taught the students Financial Concepts for e.g. What is Accounting? Basics of accounting, Hedge fund, Derivatives, Bonds, Balance sheet and NAV. Basics about IFRS & US GAAP etc.

Date of the activity: 17th December 2021 & 18th December 2021

Name & Designation of Speaker: Mr. Dilpesh Jain - AVP, Sonam Builders

Number of students enrolled: 81 Students

**Outcomes -** This Training helped students enhance their understanding of financial concepts. The training was helpful to students while the selection process of companies.



Upskilling students on financial concepts for the selection process of Industry by Mr. Dilpesh Jain on 17th December 2021 & 18th December 2021