



Pathfinder for Excellence in
Technical Education

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING AND RESEARCH, KOLKATA

(Established by the Ministry of Human Resource Development, Govt. of India)

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Tel: +91(033) 2337-0937 (Director)/0479/4125

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Ref. No: NITTTR-K/2018-19/ICT15/ 2436

January 20, 2020

21

To
The Director
Mangalmai Institute of Engineering & Technology
8, Knowledge Park-II, Greater Noida
Pin - 201310
Uttar Pradesh

Sub: Certificate for the IHP/ICT Mode STTP on **Problem Based Learning** from
02/12/2019 to 06/12/2019

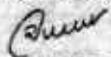
Dear Sir,

Please find herewith 51 Nos. of certificate for the participants attending the above mentioned programme.

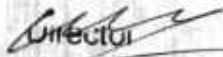
May I request you to kindly arrange to distribute the certificates and acknowledge receipt through email.

Thanking you,

Yours sincerely,


Academic Co-ordinator

Encl: As specified above.


Mangalmai Institute of Engineering & Technology
Greater Noida (U.P.)-201310
College Code-786

Programme Code: ICT15


Programme Title: Problem Based Learning

Programme Co-ordinator: Dr. Indrajit Saha, Dr. Arpan Kr. Mondal, Dr. Sagarika Pal Dr. Kinsuk Giri

Date: 02.12.2019 - 06.12.2019

LIST OF PARTICIPANTS

Sl. No.	Name of the Participants	Name of the Institute	State	Certificate No.
1	Yashpal Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14051
2	Preeti Mishra	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14052
3	Harish Bhatia	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14053
4	Ashish Kumar Chakarwari	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14054
5	Jyotsna Pandit	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14055
6	Pradeep Kumar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14056
7	Suneeta Choudhary	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14057
8	Yaduvir Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14058
9	Bhavesh Mathur	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14059
10	Sarvachan Verma	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14060
11	Dhananjay Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14061
12	Amit Kumar Kesarwani	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14062
13	Sachin Kumar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14063
14	Amit Kumar Mourya	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14064
15	Sanjay Singh Bhadoria	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14065
16	Ankit Kumar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14066
17	Vikas Kumar Wankar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14067
18	Mala Yadav	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14068
19	Divya Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14069
20	Suman Kumar Jha	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14070
21	Alok Kumar Maurya	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14071
22	Alpna Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14072
23	Karan Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14073
24	Prashant Kumar Sharma	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14074
25	Vaishali Nehra	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14075
26	Ishwar Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14076
27	Sukriti Tiwari	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14077
28	Sarvesh Kumar Mishra	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14078
29	Deepak Sagar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14079
30	Grish Dutt Gautam	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14080
31	Lalita Verma	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14081
32	Shriniwas Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14082
33	Gaurav Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14083
34	Himanshu Shekhar	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14084
35	Pratull Goswami	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14085
36	Sumit Sangwan	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14086
37	Bhupendra Kumar Bhadana	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14087
38	Sunita Rani	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14088
39	Manoj Kumar Singh	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14089
40	Sushil Kumar Maurya ✓	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14090
41	Shiweta Kulshrestha ✓	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14091
42	Meha Mathur	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14092
43	Seema Singh ✓	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14093
44	Shrutli Srivastava ✓	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14094
45	Priyanka Shrivastava ✓	Mangalmai Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14095


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Greater Noida (U.P.)-201310
College Code-786

Programme Code: ICT15

Programme Title: Problem Based Learning

Programme Co-ordinator: Dr. Indrajit Saha, Dr. Arpan K. Mondal, Dr. Sagarika Pal Dr. Kinsuk Giri

Date: 02.12.2019 - 02.12.2019

LIST OF PARTICIPANTS

Sl. No.	Name of the Participants	Name of the Institute	State	Certificate No.
46	Bharat Gahlot ✓	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14096
47	Zulfiqar Ali Ansari	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14097
48	D. B. Singh	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14098
49	Abhay N. Tripathi	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14099
50	Asmita Yadav	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14100
51	Prachi Agarwal	Mangalmay Instt. of Engg. & Technology, Greater Noida	Uttar Pradesh	14101

[Signature]

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(College Code-788)

Ref No 1- MIET/R2D/2019/024

MANGALMAY INSTITUTE OF ENGINEERING & TECHNOLOGY
Department of Computer Science & Engineering
Faculty Development Program

On
Problem Based Learning
NITTTR Kolkata
02/12/19 to 06/12/19

Event Object: The objective of the FDP is to provide an exposure to the faculty members in the field of Problem Based Learning to enhance their knowledge in the domain.

Date of Event: 02 December 2019 – 06 December 2019.

Officials Attended for the Event: Mr Anuj Mangal (Vice Chancellor), Mr. Atul Mangal (Chairman), Dr. Preeti Mishra (Director of Engineering), Dr. Tushar Kanti (Director, School of Management), Prof. Harish Bhatia (Dean academics) & Dr. Yashpal Singh (Dean College of Engineering).

Course Coordinator: Dr. Indrajit Saha, Dr. Kinsuk Giri, Dr. Sagarika Pal, Dr. Arpan Kumar Mondal, Dr. Yashpal Singh (Nodal Coordinator).

Event Report: A five day Faculty Development Program on Problem Based Learning was successfully conducted in MIET on 02/12/19 – 06/12/19 in association with NITTTR Kolkata. The FDP program received an overwhelming response with overall 50 participants from MIET.

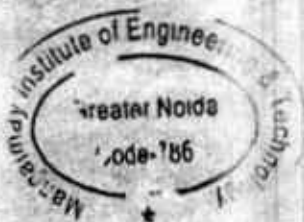
WORKSHOP REPORT:

Day 1 (02/12/19): The program was inaugurated in the morning at seminar hall on 02/12/19 by hands of Mr Anuj Mangal (Vice Chancellor), Mr. Atul Mangal (Chairman), Dr. Preeti Mishra (Director), Dr. Tushar Kanti (Director, School of Management), Prof. Harish Bhatia (Dean academics) & Dr. Yashpal Singh (Dean College of Engineering).

On the first day, resource person Dr. Indrajit Saha started his discussion with very basic idea of concept of education, learning and teaching. He shared few very important aspect to be considered while teaching-learning process. Dr. Saha discussed about Traditional Learning and Learning Theories.

Day 2 (03/12/19): On the second day, Dr. Kinsuk Giri started his discussion on Active Learning, purpose of Acting Learning, Improving Lectures etc. Main objectives, Include graphics,

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Head of Department
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Director
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(College Code-786)

charts, graphs, etc, Plan what you want to annotate, Learn students' names, Cue important points, Give short activities etc. In the second session Dr. Giri discussed about Problem Based Learning, Traditional Learning, Problem solving ability in groups, Principles behind PBL, etc.

Day 3 (04/12/19): On the third day of program Dr. Sagarika Pal introduced about Assessment and Evaluation. Then Dr. Pal highlighted the important points on Grading Criteria in Problem Based Learning. Then she discussed about Forms of assessment, Component of assessment, Level of evaluation and Evaluation of rubric.


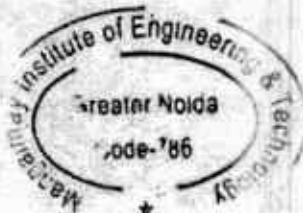
Day 4 (05/12/19): In the fourth day of the program, Dr. Arjun Kumar Mondal delivered a talk on Implementation issues of PBL in classroom. In this deliberations, Dr Mondal discussed in details The role of student, role of teacher and role of task. Then Dr. Mondal discussed about Enquiry skills, Information literacy, he also discussed about the importance of team work or group work.

Day 5 (06/12/19): In the last day of program Dr. S Pal presented a talk on implementation of PBL. Dr. S Pal discussed Case study on PBL in Electrical Engineering. In PBL the students are placed in the active role of practitioners (or problem solvers) confronted with an ill-structured problem. Then she discussed about self evaluation.

All the sessions were very much informative. The discussed areas are of great benefit for the participants as the topics match with the academic curriculum. Participants were enlightened with the strategies used in PBL. This in turn will help in motivating participants which will improve the placement opportunity.



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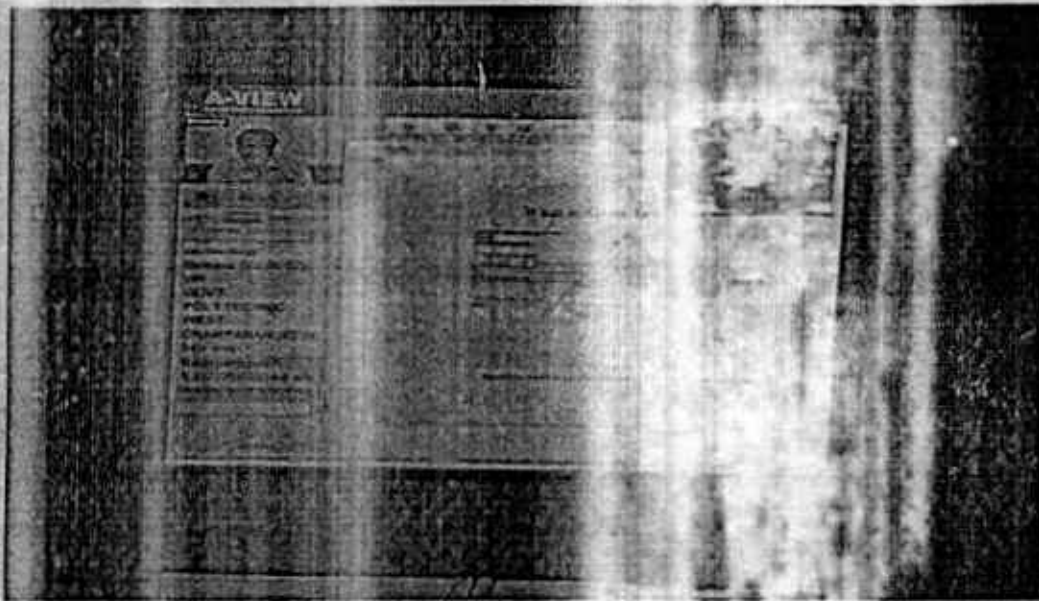
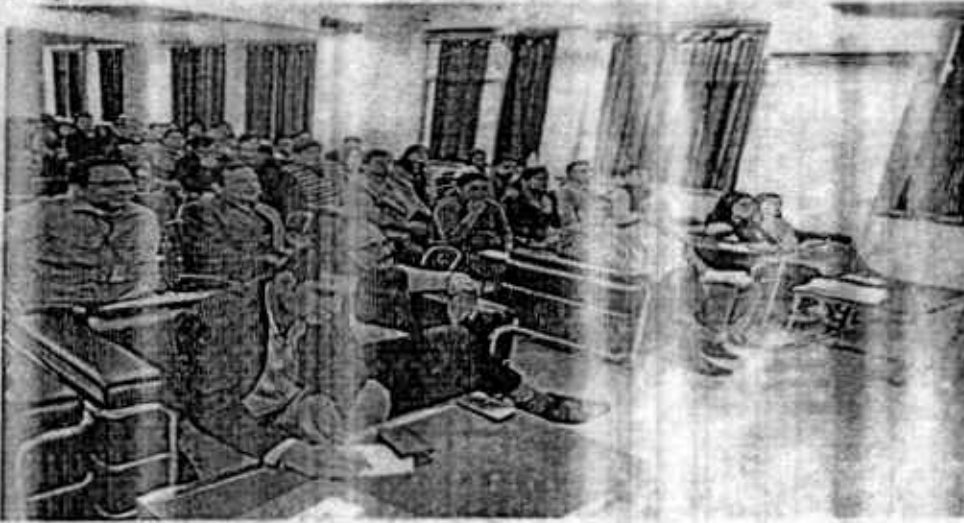
Dr. ASHISH K. CHAKRABORTY

Head of Department
Mangalmay Institute of Engineering & Technology
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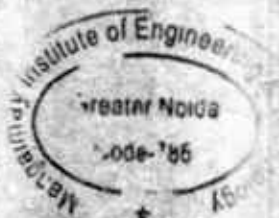


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Snaps:



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Head of Department
Mangalmay Institute of Engineering & Technology
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Ph.: 0120-2500381, 2572237
Fax: 0120-2570546

Date :- 03 October-2019

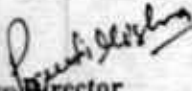
Circular

All the faculty members are hereby informed that the institute has scheduled a seven days FDP on "Effective Classroom Management Strategies" from 21 October 2019 to 25 October 2019.


The brief date wise itinerary of the event is as under:

Day	Date	Time	Topic	Resource Person
1.	21/10/19	11 AM - 02 PM	Introduction to Classroom Management	Dr. Komal Kumar Gaur
2.	22/10/19	11 AM - 02 PM	Expectations behavior of students and connect with them	Dr. Pradeep Kumar
3.	23/10/19	11 AM - 02 PM	Proactive Behavior Management Techniques	Dr. Yaduveer Singh
4.	24/10/19	11 AM - 02 PM	Effective Classroom Communication and Instructional Strategies	Dr. Shri nivas Singh
5.	25/10/19	11 AM - 02 PM	Addressing Challenging Behavior and Classroom Interventions	Dr. Girish Dutt Gautam
	25/10/19	03 PM - 04 PM	Debate from the Audience Speakers	
	25/10/19	04 PM - 05 PM	Concluding Session and Vote of Thanks.	Dr. Suneeta Chaudhary

All faculty members are required to attend the session. If any faculty members have scheduled lectures during the FDP, they may attend the session after their lectures. Once the event is over, participants who have attended all the sessions will receive a certificate of participation. Additionally, please be aware that there will be short multiple-choice tests each day to assess your understanding of the session content. We kindly request everyone to adhere to the instructions provided your feedback once the entire session is over.


Director
Mangalmai Institute of Engineering & Technology
Greater Noida (U.P.)-201310
(College Code-786)

CC - Hon'ble Chairman, Vice Chairman/Director - IQAC/ All faculty members.


Mangalmai Institute of Engineering & Technology
Greater Noida (U.P.)-201310
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Mangalmai Institute of Engineering & Technology

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Report on Faculty Development Programme

ORGANIZED BY

Mangalmai Institute of Engineering & Technology – Greater Noida

Topic – “Effective Classroom Management Strategies”

(PERIOD- 21 October 2019 to 25 October 2019)

Back Ground

The growth and diversification of any reputable institute heavily rely on the crucial Faculty Development Programme. It is imperative to guarantee that our faculty members are well-versed in the most recent demands and recognize the significance of organizing such programs to augment their skills. In pursuit of this objective, the institute has commenced a Faculty Development Programme called "Effective Classrooms Management Strategies." This program strives to offer both theoretical expertise and hands-on practice, enabling faculty members to engage with a wide array of tools and methodologies.

Objective

Classroom management strategies aim to address and prevent behavior issues effectively. This objective involves proactive measures such as teaching and reinforcing positive behavior, providing individualized support for students with specific needs, and implementing appropriate consequences for misbehavior in a fair and consistent manner. One of the main objectives of effective classroom management strategies is to create a positive and inclusive learning environment where students feel safe, respected, and engaged. Another objective is to encourage active student engagement in the learning process. Effective classroom management strategies aim to minimize distractions, provide clear and organized instructions, and implement a variety of instructional techniques and activities that promote student participation, critical thinking, and collaboration.

[Signature]

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Fax: 0120-2570546

The session wise program of the workshop will include:

Each day module of the session is as under:

Day	Date	Time	Topic	Resource Person
1.	21/10/19	11 AM - 02 PM	Introduction to Classroom Management	Dr. Komal Kumar Gaur
2.	22/10/19	11 AM - 02 PM	Expectations behavior of students and connect with them	Dr. Pradeep Kumar
3.	23/10/19	11 AM - 02 PM	Proactive Behavior Management Techniques	Dr. Yaduveer Singh
4.	24/10/19	11 AM - 02 PM	Effective Classroom Communication and Instructional Strategies	Dr. Shri nivas Singh
5.	25/10/19	11 AM - 02 PM	Addressing Challenging Behavior and Classroom Interventions	Dr. Girish Dutt Gautam
	25/10/19	03 PM - 04 PM	Debate from the Audience Speakers	
	25/10/19	04 PM - 05 PM	Concluding Session and Vote of Thanks.	Dr. Suneeta Chaudhary

Days Wise/ Session Wise Report on the FDP

A seven days Faculty Development Programme was organized in the institute from 21 October 2019 to 25 October 2019.

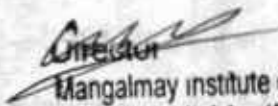
The session wise report in the brief is being encapsulated for the reference of all concerned.

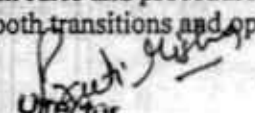
Day 1: Introduction to Classroom Management

The speaker started the session by explaining the importance of effective classroom management and techniques to maintain the role of classroom management in student engagement and learning. The speaker discussed the key principles and theories of classroom management and how to establish a positive classroom environment.

Day 2: Expectations behavior of students and connect with them

The speaker began his lecture by defining clear behavioral expectations for students. He further explained as to how to develop and communicate classroom rules and procedures with the students. He gave example to establishing routines for smooth transitions and optimal learning strategies for teaching and reinforcing expectations.


Director
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Day 3: Proactive Behavior Management Techniques

The speaker started by explaining as to how one should be able to Identifying and addressing potential behavior issues before they occur. How to build positive relationships with students. He discussed the strategies for promoting intrinsic motivation and self-regulation.

4: Effective Classroom Communication and Instructional Strategies

The speaker begun his talk by explaining for enhancing communication skills with students and colleagues. He gave the examples for active listening and effective questioning techniques incorporating technology and multimedia for engaging instruction.

Day 5: Addressing Challenging Behavior and Classroom Interventions

The speaker commenced his talk by describing as to how to manage the challenges of students' behaviors and conflict resolution by adopting positive approach.

Rakesh Mishra
Director,
Mangalmay Institute of Engineering & Technology
Greater Noida (U.P.)-201310
Chairman/Vice Chairman/
College Code-788
Chairperson - IQAC

All Faculty Members.

Anita
Mangalmay Institute of Engineering & Technology
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Ph.: 0120-2500381, 2572237
Fax: 0120-2570546

Attendance List of the Participants

Sr. No	Name of the Faculty	Signature
1.	Harish Bhatia	
2.	Dr. Jyotsna Pandit	
3.	Udhi Agrawal	
4.	DHANANSHAY SINGH	
5.	Yaduvir Singh	
6.	Dr. Pradeep Kumar	
7.	Dr. Ishwar Singh	
8.	Bhaskar Mathur	
9.	Lalita Verma	
10.	Sourabh Verma	
11.	Amit Kumar Mourya	
12.	Priya Sharma	
13.	Lokesh Chaudhary	
14.	Narain Singh	
15.	SMALA YADAV	
16.	Ambika Yadav	
17.	Amit Kumar Kesawat	
18.	Anand Prakash	
19.	Haranishu Festigi	

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20.	Haroon Singh	
21.	Sarvesh Kumar Mishra	
22.	Braaveen Kumar	
23.	Maha Mehta	
24.	Aplav Singh	
25.	Amrita Dayal	Amrita
26.	AJAY KUMAR	Ajay
27.	Vikrant	
28.	Ayazuddin	Ayaz
29.	Ruby Tyagi	Ruby
30.	TARANJEET SINGH	
31.		
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Feedback Form

Faculty Development Programme

ORGANIZED BY

Mangalmay Institute of Engineering & Technology – Greater Noida

Topic – Effective Classroom Management Strategies

(PERIOD- 21...October 2019 to ...9,5.....October 2019)

All the faculty members are requested to rate the above FDP on the following scale:
(5-Excellent) (4. Very Good), (3. Good), (2.Average) (1. – Poor)

Sr. No	Question	Your Points
1.	How do you find the overall FDP?	
2.	Do you find the FDP was informative and add value in your personality?	
3.	Do you think that it will improve the teaching and learning process in the classroom?	
4.	Do you think that in some ways it will enhance the students' satisfaction in the classroom?	
5.	Do you think that the faculty lectures will be more impressive now?	
6.	Do you think that the classroom teachings will be more disciplined now in comparison with the previous ones?	
7.	Do you feel that faculty members will be more curious to update themselves and adopt new techniques of lecture delivery in the classrooms?	
8.	Do you find all the speakers were well prepared and delivered their talks eloquently?	
9.	Do you find the talks were interesting throughout the seven days session	
10.	Do you think that the impact of this FDP will last long?	

Grading –

> 45 and Above Excellent,

40 to 45 – Very Good,

35 to 39 – Good,

30 to 34 – Average.

Less than 30 - Poor


Director

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College Code-788


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Result Analysis – 90% participants felt that the session was excellent and or 10% it was a very good session.

Questions on Day 1 Session: Introduction to Classroom Management

Question -1- Effective Classroom Management is essential for enhancing the competence level of the students – True/ False.

Question -2- Classroom Management is :

- (A) Discipline in the classroom (B) Students engagement in the lectures (C) Time management (D) All the above four.

Questions on Day 2 Session: Expectations behavior of students and connect with them

Question -1 – students' expectations in the classroom is:

- (A) Quality lectures from the faculty (B) Proper behavior of the faculty (C) Proper doubt clearing session in the end (D) All the above.

Question -2- What are the optimal learning strategies:

- (A) Covering all important topics from the syllabus, (B) Incorporate Value Added Courses along with the syllabus (C) Cover the entire syllabus (D) None of the above.

Questions on Day 3 Session: Proactive Behavior Management Techniques

Question -1- Potential behavior issues in the students are addressed in negative sense – True/ False.

Question – What are self-regulation codes: -Self-discipline (B) Discipline in the institute (C) Follow properly code of conducts of the institute (D) All the above.

Questions on Day 4 Session: Effective Classroom Communication and Instructional Strategies

Question -1 – Effective Classroom Communication is:

- (A) Properly engagement with the students (B) Equal opportunity to speak to all students (C) Effective teaching and learning process in the classroom (D) All the four.

Question-2- Effective Questioning Techniques are:

- (A) Asking question based on analytics and knowledge based (B) Asking questions on descriptive mode only (C) Asking questions on commonsense based (D) None of the above.

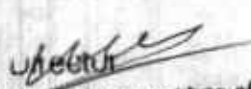
Questions for Day 5 Session: Addressing Challenging Behavior and Classroom Interventions

Question 1- Why students disrupt the classes:

- (A) Teacher is not addressing their issues properly (B) Teacher is not fully prepared to deliver the lecture (C) Teacher is only trying to engage the classes but in reality, not interested to teach. (D) All the above.


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Date: - 12 August 2019

Circular

All the non-teaching staff members of the institute working in registrar office, accounts office, labs, library, security, and attached with different departments are to note that the institute has scheduled one day training programme on 19 August 2019 from 10:00 AM to 3:30 PM. The brief itinerary of the programme will be as under:

Topic of the Training Programme –“Attain Success & Beat Procrastination”

Time	Event Details	Resource Person
10.30 AM	Lightening of the Lamp Ceremony	Dr. Jyotsna pandit
10.40 AM	Inauguration of the Training Programme	Mr. harish Bhatia
10.45 AM	Lecture on - Introduction to Procrastination	Mr. Yaduvir Singh
11.30 AM	Lecture on –Procrastination and Your Failure.	Mr. Sarvachan Verma
12.30 to 1.00 PM	Tea Break	
01.00 PM	Lecture on – How to overcome Procrastination.	Dr. Komal Kumar Gaur
02.00 – 2.30 PM	Lunch Break	
02.30 PM	Lecture on – Attain success and beat Procrastination.	Mr. Amit Maurya
03.30 PM	Vote of Thanks.	Mr. Dhananjay Singh

It is to further noted that all the participants will be conferred with the participation certificate after the commencement of the event.

All the non-teaching staff members are requested to attend the session.

Am
Director

Mangalmay Institute of Engineering & Technology

Greater Noida (U.P.)-201310

College Head/Chairman/ Vice Chairman/ IQAC/ All Non-Teaching Staff Members.

[Signature]
Director

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Report on Training Programme held in the Institute on dated 19 August 2019.

Topic – “Attain Success & Beat Procrastination”

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03.30 PM	Vote of Thanks.	Mr. Dhananjay Singh

The institute has organized a one-day training programme for the development of the non-teaching staff members working in the different departments in the institute. The institute invited all the non-teaching staff members of the Accounts Department, HR department, Registrar Dept. Labs, Library, Security Office etc. in the training programme.

The scheduled of the full day programme was as above mentioned in the table.

All the speakers shared their valuable thoughts with the experience on the topics assigned to them for the understanding of the participants.

The brief description of the speeches of the resource persons are being encapsulated herein for the records purpose.

Introduction to Procrastination

The speaker expressed his delight on being present in the session and expressed thanks to the organizers for providing him the opportunity to share his thoughts on the topic. After welcoming to the participants, the speaker started the session by ice breaking activities in a very interesting manner. Thereafter, he emphasized the importance on personal development for the successful career by beating the habit of procrastination. He defined the dictionary meaning of Procrastination which read as under – “The act of putting off doing things to another day of time because you do not want to do it now irrespective of its importance.”

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Thereafter, he conducted a small exercise for identifying individual strengths and opportunities missed due to procrastination. He also explained the concept of growth mindset and its impact on professional development due to procrastination.

Procrastination and Your Failure

The second speaker highlighted on to the significance of negative impact on professional career due to procrastination. He described that initially one does not notice that a habit is being built of shifting the important matters to another days and time. However, in a short span of time it becomes a permanent habit of shifting the goals with irrelevant logics for self-consolation. Such type of persons are noticed immediately by the superiors and lead a life of failed person. Thereafter, he organized a small group activity on procrastination and goals-based exercise and how procrastination affects the career of the individual.

How to Overcome Procrastination

The speaker emphasized that first to break the .tasks into smaller, manageable steps: Divide your tasks into smaller chunks to make them less overwhelming and easier to start. Set specific goals and deadlines: Define clear objectives and assign realistic deadlines to create a sense of urgency and accountability. Eliminate distractions: Identify and remove or minimize distractions in your environment to maintain focus and productivity. Use positive reinforcement: Reward yourself for completing tasks on time, motivating yourself to avoid procrastination in the future. Cultivate a routine: Establish a consistent schedule to build a habit of productivity and reduce the temptation to procrastinate.

Attain success and beat Procrastination

The speaker started his talk in a very interesting story in which a corporate executive was never committed to his responsibilities and subsequently faced the repercussions by losing his job. It is all due to his habit of procrastination. The organizations never want to continue with the persons who are not committed towards their jobs and in persistent towards procrastination

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Feedback Form

You are requested to give your feedback on the session for our record and evaluation purpose.

Please rate the event on 1 to 5 scale.

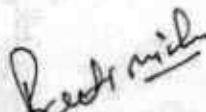
(1=Poor) (2=Average) (3=Above Average) (4=Good) (5=Excellent)


(1- Not Possible) (2- Not sure) (3= May be) (4= for sure) (5- Definitely)

Sr. No	Question	Marks
1.	How do you find the Training Programme?	
2.	Do you think this training programme will make a positive impact on your professional life?	
3.	Do you think this training programme will help you to imbibe good practices in your personal life?	
4.	Do you think this training programme will boost your working spirit?	
5.	Do you think this training programme will help you to create a conducive working environment in your department.	
	Total	

Grading

- Above 22 Marks - Excellent,
18-21 Marks - Good
15-17 Marks - Average
Less than 15 - Poor and worthless.


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