



**ESWAR COLLEGE OF ENGINEERING:
NARASARAOPET**

Approved by AICTE, New Delhi., Affiliated to JNTUK, Kakinada
Kesanupalli Village, Narasaraopet – 522 601,

Phone No. 9121214708

Email ID: principal@eswarcollegeofengg.org, eswarcollegeofengg@gmail.com
web:eswarcollegeofengg.org

Department of Automobile Engineering

29/12/2021

To
The Principal
Eswar College of Engineering
Narasaraopet

Through HOD-AME

From
E.Pullarao
Assistant Professor
Faculty Coordinator

Sub: Requesting for permission to conduct a value-added course on Soft skill and professional enhancement from 3/01/22 to 8/01/22

Dear Sir,

The Department of Automobile Engineering is planning to organize a 1-week value-added course on **Soft skill and professional enhancement** from 3/01/22 to 8/01/22

Total Number of Students registered: 19 No's (IV B.Tech II Sem).

Resource Person: R.V.Durgarao S&H Department, Eswar College of Engineering

Certificate Criteria: 60% of marks in Evaluation, 80% of attendance

In connection with the programme, we request your approval to organize the same and to make the programme a grand success.


Thanks, and regards,

Name: E.Pullarao


Signature

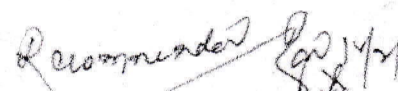

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ESWAR COLLEGE OF ENGINEERING
NARASARAOPET-522 601, Guntur (DL)

HOD- Comments

Please consider — 

Principal Comments:

Approved/ Rejected


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Kesanupalli (V), Narasaraopet - 522549. www.eswarcollegeofengg.org



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Website: www.eswarcollegeofengg.org

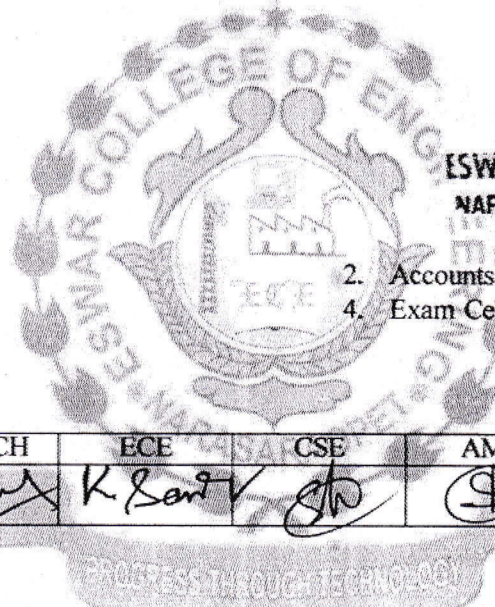


Date: 28-12-2021

2021-2022

CIRCULAR

All B. Tech IV-II AME students are hereby notified that a value-added course titled "SOFT SKILL AND PROFESSIONAL ENHANCEMENT" will be conducted from 03-01-2022 to 08-01-2022, It is mandatory for all students to enroll their names with course coordinator E.PULLARAO, Assistant Professor, AME



[Signature]
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NARASARAOPET-522 601, Guntur (DL)
[Signature]
2. Accounts
4. Exam Cell - *[Signature]*

Copy to:

1. A.O. *[Signature]*
3. Library *[Signature]*

HODs:

CIVIL	EEE	MECH	ECE	CSE	AME	S&H
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>

- IV AME CLASS ROOM - *[Signature]*
 III AME CLASS ROOM - *[Signature]*
 II AME CLASS ROOM - *[Signature]*

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ONE
WEEKWORKSHOPON
SOFT SKILL AND
PROFESSIONAL
ENHANCEMENT

(3-1-2022 TO 8-1-2022)

ESWAR COLLEGE OF ENGINEERING
Kesanupalli (V), Narasaraopet - 522 601

Registration Form

Name: _____
Department: _____
Designation: _____
Organisation: _____
Address: _____
Contact No.: _____
E-mail: _____

CERTIFICATE

This is certified that, Mr./Mrs./_____ is nominated for attending One Week National Workshop On **Soft skill and professional enhancement** Eswar College of Engineering, Kesanupalli (V), Narasaraopet (M), Guntur-Dt.

On 3-1-2022 to 8-1-2022

Signature of _____ Signature of the
The Candidate HOD/Principal with Seal

ABOUT ESWAR COLLEGE OF ENGINEERING

Eswar College of Engineering was established during the academic year 2008 -09 and sponsored by Shaik Dada Saheb Charitable Trust, with a vision of Imparting futuristic ethnical education and instill high patterns of discipline in order to set global standards and making the students technologically superior and ethically strong. The young and dynamic promoters have selected this rural area with lot of foresight. The Institution is spread over 22 acres of lush green landscape and located at 5th km stone on the Narasaraopet- Chilakaluripet Road. The Institution offers the UG Courses B.Tech-CIVIL, EEE, ECE, CSE, AME, ME, PG Courses M.Tech-PE&ED, DECS, CSE, and CAD/CAM & MBA. The

Tourist places nearby are Kotappakonda, Amaravathi, Suryalanka Beach. Eswar College of Engineering is having MOU with International Institute of Information Technology IIIT-Hyderabad and introduced CIT Programme for students Digital Class facility is also provided in association with Manipalk12, Bangalore, the very first college in Andhra Pradesh

Address for Correspondence:

The Co-Ordinator,

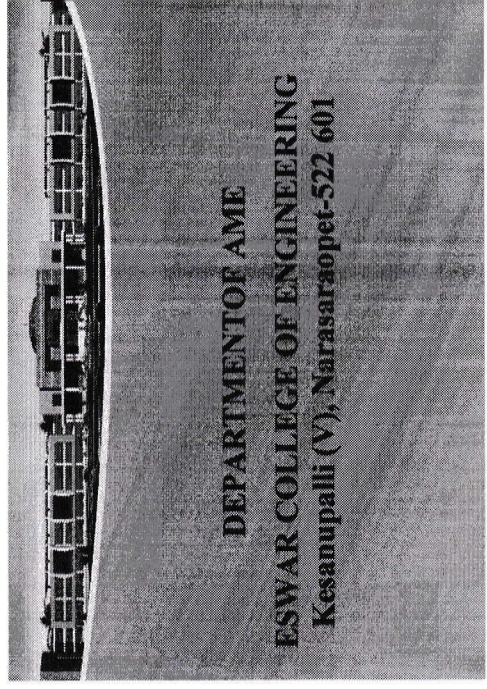
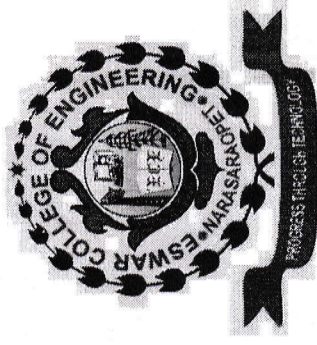
ONE WEEK WORKSHOP ON

SOFT SKILL AND PROFESSIONAL
ENHANCEMENT

ESWAR COLLEGE OF ENGINEERING, KESANUPALLI (V),
NARASARAOPET (M), GUNTUR (DT),
E-mail: eswarcollegeofengg@gmail.com
PH NO: 8985793922/9581741110

ONE WEEK WORKSHOP ON
SOFT SKILL AND
PROFESSIONAL
ENHANCEMENT
(3-1-2022 TO 8-1-2022)

Organized by



DEPARTMENT OF AME
ESWAR COLLEGE OF ENGINEERING
Kesanupalli (V), Narasaraopet-522 601


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NARASARAOPET-522 601, Guntur (Dt)

SCHEDULE OF THE PROGRAMME:

<u>S.NO</u>	<u>Day-Wise</u>	<u>Course Content</u>
1	Day-1	Soft skills and personality
2	Day-2	Effective communication
3	Day-3	Active listening
4	Day-4	Verbal and non-verbal cues
5	Day-5	Humor in communications
6	Day-6	Soft skills and personality

WORKSHOP:

The objective of workshop is to see that the students are well trained for the Prerequisite courses of certification

Training Methodology:

- offline

RESOURCE PERSONS:

1 R.V.DURGARAO

No Registration fee.

Application in the prescribed format duly sponsored by the Head of Dept /Institution or scanned copy of the application form may also be send through E-mail to the Co-ordinator so as to reach on or before 01-01-2022. It is mandatory that the faculty/ student supplied for work shop must attend the course if selected .Participation certificate will be issued. No Accommodation.

CHIEF PATRONS

SRI.SHAIK.MEERAVALI

Chairman

SRI.SHAIK.KAREEM MOHIDDIN

Secretary & Correspondent

SRI.SHAIK MASTHAN SHARIF

Managing Director

PATRON

DR.G. NAGA MALLESWARA RAO

Principal

Convener

Sri. R RAMBABU HOD AME

Department, Ph:9848982678

CO-ORDINATOR

Sri.E PULLARAO M.Tech,

PH:9948025900

SEND YOUR ENTRIES TO :

The Co-Ordinator,

ONE WEEK WORKSHOP ON

SOFT SKIL AND PROFESSIONAL

ENHANCEMENT

ENGINEERING, KESANUPALLI (V),

NARASARAO PET (M), GUNTUR-DT

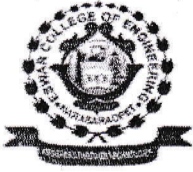
Ph.No: 8985793922, 9581741110

E-mail:

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Palnadu Dist. A.P.

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web:eswarcollegeofengg.org

Department of Automobile Engineering

Course Name: Value Added Course on Soft skill and professional enhancement

Proposed Syllabus

- Enhancing soft skills and personality (6L)
- Effective communication, active listening(9L)
- Verbal and non-verbal cues(8L)
- Humor in communication(13L)

CO Statements

CO's	CO Statements
CO1	Understand the anger management and positive thinking
CO2	Understand the ethics and etiquette

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web: eswarcollegeofengg.org

Department of Automobile Engineering

Feedback form

Course Name: *Soft skill & professional enhancement*

Please place tick marks at the respective column

S.No	Particulars	Excellent	Very good	Good	Average	Poor
1	How well did you achieve this learning goal in this course?		✓			
2	Does the course content meet the expectation?	✓				
3	is lecture sequence well planned?	✓				
4	Does Lecture content illustrate with adequate examples?			✓		
5	Do you expect Level of the course is up to the standards?	✓				
6	Does Course meet the level of new knowledge?		✓			
7	is The lecture clear and easy to understand?	✓				
8	Did you expect Teaching aids are effectively used?			✓		
9	Does The resource person interact well and clear the doubts?		✓			
10	Overall organization of the course	✓				

Comments

- This program is very useful for professional life.*
-

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B. Achok Siva Sai Reddy
Signature of the student



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Department of Automobile Engineering

Feedback form

Course Name: *Soft skill & professional Enhancement*

Please place tick marks at the respective column

S.No	Particulars	Excellent	Very good	Good	Average	Poor
1	How well did you achieve this learning goal in this course?			✓		
2	Does the course content meet the expectation?	✓				
3	is lecture sequence well planned?		✓			
4	Does Lecture content illustrate with adequate examples?			✓		
5	Do you expect Level of the course is up to the standards?		✓			
6	Does Course meet the level of new knowledge?		✓			
7	Is The lecture clear and easy to understand?	✓				
8	Did you expect Teaching aids are effectively used?		✓			
9	Does The resource person interact well and clear the doubts?	✓				
10	Overall organization of the course		✓			

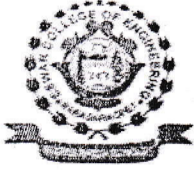
Comments

1. *This program is very excellent.*

2.

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NARASARAOPET-522 601, Guntur (D)

Sk. Jiyauddin
Signature of the student



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Department of Automobile Engineering

Feedback form

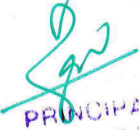
Course Name: *Soft skill & professional enhancement*

Please place tick marks at the respective column

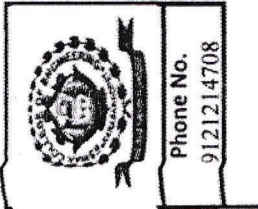
S.No	Particulars	Excellent	Very good	Good	Average	Poor
1	How well did you achieve this learning goal in this course?		✓			
2	Does the course content meet the expectation?			✓		
3	Is lecture sequence well planned?	✓				
4	Does Lecture content illustrate with adequate examples?			✓		
5	Do you expect Level of the course is up to the standards?		✓			
6	Does Course meet the level of new knowledge?	✓				
7	Is The lecture clear and easy to understand?	✓				
8	Did you expect Teaching aids are effectively used?			✓		
9	Does The resource person interact well and clear the doubts?		✓			
10	Overall organization of the course	✓				

Comments

1. *This program is good.*
- 2.


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SK. Gadikella
Signature of the student



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9121214708

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web:eswarcollegeofengg.org

Department of AME

Feedback Analysis

Course Name:SOFT SKILLS & PROFESSIONAL ENHANCEMENT

Number of students attended/ given feedback / 19

S.No	Particulars	Excellent	Very good	Good	Average	Poor	levels
1	How well did you achieve this learning goal in this course?	15	1	1	1	1	0.868421
2	The course contain meet the expectation	14	2	2	1		0.881579
3	The lecture sequence was well planned	15	3	1			0.934211
4	Lecture content illustrated with adequate examples	15	2	2			0.921053
5	Level of the course up to the mark?	12	5	1	1		0.868421
6	Course highlights the level of new knowledge	15	1	1	2		0.881579
7	The lecture was clear and easy to understand?	12	5	1	1		0.868421
8	Teaching aids are effectively used?	14	3	1	1		0.894737
9	The resource person interacted well and cleared the doubts.	15	4				0.947368
10	Overall organization of the course	15	1	2	1		0.894737

Over all feedback value :

3.584210526

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Email ID: principal@eswarcollegeofengg.org, eswarcollegeofengg@gmail.com
web: eswarcollegeofengg.org

Department of AME

Course Name: Value Added Course on Soft skill and professional enhancement.

Evaluation of the Value-Added Courses

Answer all the Questions Each Question Carry 1 Mark

Total Marks: 20M


Min Marks: 12 Marks

Name of the Student	H.T. No:	Marks obtained:
1. What are soft skills?		()
a) Specific technical abilities related to a particular job		
b) Non-technical interpersonal and personal attributes		
c) Computer programming skills		
d) Academic qualifications and degrees		
2. Which of the following is an example of a soft skill?		()
a) Coding in Python		
b) Problem-solving		
c) Operating heavy machinery		
d) Data analysis		
3. Why are soft skills important in the workplace?		()
a) They are not essential for career success.		
b) They contribute to a positive work environment and enhance teamwork.		
c) Soft skills are only relevant for leadership positions.		
d) Soft skills are not transferable to different job roles.		
4. Which soft skill refers to the ability to convey information effectively and listen actively to others?		()
a) Creativity		
b) Emotional intelligence		
c) Communication		
d) Time management		
5. What is emotional intelligence?		()
a) The ability to understand and manage one's emotions and empathize with others		
b) The capability to learn programming languages quickly		
c) The skill of managing time effectively		
d) The aptitude to work well in a team environment		


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6. How do soft skills differ from hard skills? ()
a) Soft skills are specific and measurable abilities, while hard skills are transferable.
b) Soft skills are technical, while hard skills are Z
c) Soft skills are not essential in the workplace.
d) Soft skills and hard skills are synonymous terms.
7. Which soft skill involves the capability to adjust to changing circumstances and embrace new challenges? ()
a) Emotional intelligence
b) Adaptability
c) Leadership
d) Conflict resolution
8. Why are employers seeking candidates with strong soft skills? ()
a) Soft skills are irrelevant in the workplace.
b) Soft skills contribute to a negative work environment.
c) Soft skills enhance teamwork and productivity.
d) Soft skills are only needed in creative fields.
9. What soft skill involves the capacity to influence and guide others toward shared goals? ()
a) Communication
b) Adaptability
c) Leadership
d) Decision making
10. Which soft skill is crucial for effectively managing and resolving disagreements or disputes? ()
a) Time management
b) Creativity
c) Conflict resolution
d) Emotional intelligence
11. What is the significance of time management as a soft skill? ()
a) Time management leads to inefficiency and missed deadlines.
b) Time management has no impact on productivity.
c) Time management allows individuals to prioritize tasks and meet deadlines effectively.
d) Time management is irrelevant in the workplace.
12. How can soft skills contribute to personal relationships? ()
a) Soft skills limit effective communication and understanding.
b) Soft skills avoid empathy and emotional connection.
c) Soft skills foster effective communication, empathy, and mutual understanding.
d) Soft skills are not applicable in personal relationship

13. Why is adaptability important in today's fast-paced work environment? ()
a) Adaptability limits creativity and innovation.


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- b) Adaptability avoids change and challenges.
c) Adaptability allows individuals to adjust to evolving circumstances and remain effective.
d) Adaptability is only relevant for leadership positions
14. How can individuals develop their soft skills? ()
a) Soft skills cannot be developed or improved.
b) Soft skills are innate and cannot be refined.
c) Soft skills can be developed through training, practice, and real-life experiences.
d) Soft skills are irrelevant in personal development.
15. What soft skill involves the capability to think innovatively and generate original ideas and solutions? ()
a) Creativity
b) Decision making
c) Collaboration
d) Conflict resolution
16. How can soft skills benefit employees in customer-facing roles? ()
a) Soft skills are not relevant for customer interactions.
b) Soft skills enhance effective communication and build rapport with customers.
c) Soft skills lead to conflicts and challenges with customers.
d) Soft skills are not transferable to customer service roles.
17. What is the role of collaboration as a soft skill? ()
a) Collaboration limits effective teamwork and productivity.
b) Collaboration fosters the generation of multiple ideas and perspectives.
c) Collaboration avoids communication and interaction with others.
d) Collaboration has no impact on the work environment.
18. How does emotional intelligence impact interpersonal relationships? ()
a) Emotional intelligence leads to a lack of understanding of one's emotions and others'.
b) Emotional intelligence fosters empathy, understanding, and effective communication with others.
c) Emotional intelligence limits the development of soft skills.
d) Emotional intelligence is irrelevant in interpersonal interactions
19. What soft skill involves the skill of making informed and effective decisions based on available information? ()
a) Communication
b) Creativity
c) Decision making
d) Conflict resolution
20. How can creative thinking benefit problem-solving? ()
a) Creative thinking leads to avoiding problem-solving and challenges.
b) Creative thinking has no impact on problem-solving.
c) Creative thinking fosters innovative and effective solutions to problems.
d) Creative thinking is irrelevant in problem-solving.


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web:eswarcollegeofengg.org

Department of AME

Course Name: SOFT SKILL & PROFESSIONAL ENHANCEMENT
(03/01/2022 TO 08/01/2022)

YEAR/SEM: IV/II

A.Y : 2021-2022

ANSWERS FOR SOFT SKILLS AND PROFESSIONAL ENHANCEMENT

1. B
2. B
3. B
4. C
5. A
6. A
7. B
8. C
9. C
10. C
11. C
12. C
13. C
14. C
15. A
16. B
17. B
18. B
19. C
20. C

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Department of AME

Course Name: Value Added Course on Soft skill and professional enhancement.

Evaluation of the Value-Added Courses

Answer all the Questions Each Question Carry 1 Mark

Total Marks: 20M

Min Marks: 12 Marks

Name of the Student SK. J. NAUDDIN H.T. No: 185E/ALU03 Marks obtained: 18/20

1. What are soft skills? (B) ✓
 - a) Specific technical abilities related to a particular job
 - b) Non-technical interpersonal and personal attributes
 - c) Computer programming skills
 - d) Academic qualifications and degrees
2. Which of the following is an example of a soft skill? (B) ✓
 - a) Coding in Python
 - b) Problem-solving
 - c) Operating heavy machinery
 - d) Data analysis
3. Why are soft skills important in the workplace? (B) ✓
 - a) They are not essential for career success.
 - b) They contribute to a positive work environment and enhance teamwork.
 - c) Soft skills are only relevant for leadership positions.
 - d) Soft skills are not transferable to different job roles.
4. Which soft skill refers to the ability to convey information effectively and listen actively to others? (C) ✓
 - a) Creativity
 - b) Emotional intelligence
 - c) Communication
 - d) Time management
5. What is emotional intelligence? (A) ✓
 - a) The ability to understand and manage one's emotions and empathize with others
 - b) The capability to learn programming languages quickly
 - c) The skill of managing time effectively
 - d) The aptitude to work well in a team environment


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- 4
6. How do soft skills differ from hard skills? (A)
- a) Soft skills are specific and measurable abilities, while hard skills are transferable.
 - b) Soft skills are technical, while hard skills are Z
 - c) Soft skills are not essential in the workplace.
 - d) Soft skills and hard skills are synonymous terms.
7. Which soft skill involves the capability to adjust to changing circumstances and embrace new challenges? (B)
- a) Emotional intelligence
 - b) Adaptability
 - c) Leadership
 - d) Conflict resolution
8. Why are employers seeking candidates with strong soft skills? (C)
- a) Soft skills are irrelevant in the workplace.
 - b) Soft skills contribute to a negative work environment.
 - c) Soft skills enhance teamwork and productivity.
 - d) Soft skills are only needed in creative fields.
9. What soft skill involves the capacity to influence and guide others toward shared goals? (C)
- a) Communication
 - b) Adaptability
 - c) Leadership
 - d) Decision making
10. Which soft skill is crucial for effectively managing and resolving disagreements or disputes? (C)
- a) Time management
 - b) Creativity
 - c) Conflict resolution
 - d) Emotional intelligence
11. What is the significance of time management as a soft skill? (C)
- a) Time management leads to inefficiency and missed deadlines.
 - b) Time management has no impact on productivity.
 - c) Time management allows individuals to prioritize tasks and meet deadlines effectively.
 - d) Time management is irrelevant in the workplace.
12. How can soft skills contribute to personal relationships? (A)
- a) Soft skills limit effective communication and understanding.
 - b) Soft skills avoid empathy and emotional connection.
 - c) Soft skills foster effective communication, empathy, and mutual understanding.
 - d) Soft skills are not applicable in personal relationship
13. Why is adaptability important in today's fast-paced work environment? (C)
- a) Adaptability limits creativity and innovation.
 - b) Adaptability avoids change and challenges.

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REG. NO. 22 601, Guntur (DL)

- c) Adaptability allows individuals to adjust to evolving circumstances and remain effective.
- d) Adaptability is only relevant for leadership positions
14. How can individuals develop their soft skills? (C)
- a) Soft skills cannot be developed or improved.
- b) Soft skills are innate and cannot be refined.
- c) Soft skills can be developed through training, practice, and real-life experiences.
- d) Soft skills are irrelevant in personal development.
15. What soft skill involves the capability to think innovatively and generate original ideas and solutions? (A)
- a) Creativity
- b) Decision making
- c) Collaboration
- d) Conflict resolution
16. How can soft skills benefit employees in customer-facing roles? (B)
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- b) Soft skills enhance effective communication and build rapport with customers.
- c) Soft skills lead to conflicts and challenges with customers.
- d) Soft skills are not transferable to customer service roles.
17. What is the role of collaboration as a soft skill? (B)
- a) Collaboration limits effective teamwork and productivity.
- b) Collaboration fosters the generation of multiple ideas and perspectives.
- c) Collaboration avoids communication and interaction with others.
- d) Collaboration has no impact on the work environment.
18. How does emotional intelligence impact interpersonal relationships? (D)
- a) Emotional intelligence leads to a lack of understanding of one's emotions and others'.
- b) Emotional intelligence fosters empathy, understanding, and effective communication with others.
- c) Emotional intelligence limits the development of soft skills.
- d) Emotional intelligence is irrelevant in interpersonal interactions
19. What soft skill involves the skill of making informed and effective decisions based on available information? (C)
- a) Communication
- b) Creativity
- c) Decision making
- d) Conflict resolution
20. How can creative thinking benefit problem-solving? (C)
- a) Creative thinking leads to avoiding problem-solving and challenges.
- b) Creative thinking has no impact on problem-solving.
- c) Creative thinking fosters innovative and effective solutions to problems.
- d) Creative thinking is irrelevant in problem-solving.


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Department of Automobile Engineering

Summary of the Program


Course Name: Value Added Course on Soft skill and professional enhancement.

1. A value-added course on soft skills and professional enhancement offers on effective communication, active learning.
2. It covers various like verbal and non-verbal cues.
3. Through this course, participants acquire the knowledge and skills needed to contribute to the transition towards a more anger management and positive thinking.
4. Total 19 No of students are registered out of the 19 No of students are Qualified.


Faculty Coordinator


HOD-AME

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