

Finishing School Training Program

Initiative by Knowledge Consortium of Gujarat
The Department of Education, and The Government of Gujarat

લોકોમાં કૌશલ્ય, રોજગારી અને સારું વ્યક્તિત્વ વિકસાવવું સરકારની મુખ્ય જવાબદારી છે અને આ લક્ષ્યને પ્રાપ્ત કરવા માટે શિક્ષણ એક મહત્વપૂર્ણ અવયવ છે. આ હેતુને ધ્યાનમાં રાખીને, નોલેજ કન્સોર્ટિઅમ ઓફ ગુજરાત (KCG), શિક્ષણ વિભાગ અને ગુજરાત સરકાર દ્વારા ૨૦૧૬ માં ફિનિશિંગ સ્કૂલ ટ્રેનિંગ પ્રોગ્રામ શરૂ કરવામાં આવેલ. ફિનિશિંગ સ્કૂલ ટ્રેનિંગ નો ઉદ્દેશ ગુજરાત રાજ્યના વિદ્યાર્થીઓને સોફ્ટ સ્કિલ્સ અને સ્પોકન ઇંગ્લિશ સ્કિલ્સની ટ્રેનિંગ આપવી અને તેમની રોજગારી ક્ષમતામાં વધારો કરવો એ છે. આ માટે, સર્ટિફાઇડ ટ્રેનર્સ નિમણૂક કરવામાં આવ્યા છે જે ગુજરાત રાજ્યની કોલેજોમાં વિદ્યાર્થીઓને ટ્રેનિંગ આપે છે.

Life Skills and Employability Skills: તમારા વ્યાવસાયિક અને વ્યક્તિગત વિકાસ માટે લાઈફ સ્કિલ્સ અને ઇમ્પ્લોયાબીલિટી સ્કિલ્સને સમજવું જરૂરી અત્યંત મહત્વપૂર્ણ છે. સમયનું સંચાલન, સંઘર્ષ વ્યવસ્થાપન અને સંચાર જેવી લાઈફ સ્કિલ્સ જીવનને સરળ બનાવે છે અને આત્મવિશ્વાસ અને વ્યવહાર ક્ષમતા વધારે છે. ટેકનિકલ કુશળતા, નમ્રતા અને ટીમવર્ક જેવી ઇમ્પ્લોયાબીલિટી સ્કિલ્સ વિદ્યાર્થીઓને નોકરી મેળવવામાં અને કારકિર્દીમાં આગળ વધવામાં મદદરૂપ થાય છે. આ કૌશલ્યો કાર્યક્ષમતા અને શ્રેષ્ઠતા વધારવા માટે અનિવાર્ય છે. આ બંને કૌશલ્યો સાથે, તમે માત્ર કાર્યક્ષમ જ નહીં, પણ વધુ સુખી અને સફળ જીવન જીવી શકો છો.

Functional and Spoken English Skills: અંગ્રેજી ભાષા પર પ્રભુત્વ મેળવવું આજના સમયમાં જરૂરી નહિ, અનિવાર્ય છે. અંગ્રેજી ભાષાના તજજ્ઞો દ્વારા માત્ર ૧૦ દિવસમાં, અંગ્રેજી ભાષાને સ્પષ્ટ અને સરળ રીતે વાતચીતમાં ઉપયોગ કરતા શીખો. માત્ર ૧૦ દિવસમાં (૪૦ કલાક) અંગ્રેજી આંતરરાષ્ટ્રીય ભાષા શીખવાનો અવસર.

<https://npcollegekeshod.org/>

<https://www.youtube.com/@npcollegekeshod>

<https://npcollegekeshod.org/finishing-school-training/>

Finishing School Training Program

Initiative by Knowledge Consortium of Gujarat
The Department of Education, and The Government of Gujarat

The development of skills, employment, and good personality with English skills among the people of the nation is the main responsibility of the government and the medium of education is a major deciding factor in achieving this goal. With this objective in mind, the Finishing School Initiative was launched in the year 2016 by the Knowledge Consortium of Gujarat, the Department of Education, and the Government of Gujarat. The objective of the Finishing School Training is to impart soft skills training and spoken English training to the students of Gujarat State and increase their employability. For this till the year 2021-22, from the list of empanelled trainers, trainers were selected and appointed by respective institutes who then trained students in a total of 371 colleges of Gujarat state. From the year 2022-23, two agencies [H Kumar & Prakshal Education] were appointed and allotted by KCG to conduct the training across the institutes of Gujarat.

Finishing School aims to empower students with various Skills sets in addition to Knowledge that makes them industry-ready. Finishing School Trainers enable students to hone their Life Skills, Employability Skills, and Functional and Spoken English Skills to shape a role in the competitive and dynamic world.



Enroll Now for the Finishing School Program!

Attention all students seeking to enhance your skills and prepare for the next phase of your journey! We are thrilled to announce that enrollment for our highly anticipated Finishing School Program is now open. To enrol or for more information, please contact Dr. Yogesh Ramani. Don't miss this opportunity to unlock your full potential and become the best version of yourself. Join us at the Finishing School Program and take the first step towards a brighter future!

Best Wishes & Happy Learning!

Dr. Yogesh Ramani

Coordinator, Finishing School Training Program



N.P. Arts and Commerce College Keshod (Junagadh)

Module 1 Life and Employability Skills

(5 Days X 4 Hours = 20 Hours) (Time: 08:30 AM to 12:30 PM)

Session 01: Self-Awareness- SWOT

Session 02: Self-Esteem and Self-Confidence

Session 03: Life and Professional Goal Setting

Session 04: Grooming, Personal Hygiene and Body Language (Office Etiquettes)

Session 05: Cover Letter and Resume Writing

Session 06: Job Search and Career Options

Session 07: Group Discussion

Session 08: Interview Skills

Session 09: Interview Skills and Empathy

Session 10: Interpersonal Skills

Module 2 Life and Employability Skills

(5 Days X 4 Hours = 20 Hours) (Time: 08:30 AM to 12:30 PM)

Session 11: Positive Attitude and Motivation

Session 12: Self-Discipline and Emotional Intelligence

Session 13: Team Work

Session 14: Leadership Skills

Session 15: Professional Ethics and Critical Thinking

Session 16: Problem Solving and Decision Making

Session 17: Presentation Skills and Meeting Etiquettes

Session 18: Social Media and Cyber Etiquettes

Session 19: Stress Management and Anger Management

Session 20: Time Management

Module 3 Functional and Spoken English

(5 Days X 4 Hours = 20 Hours) (Time: 08:30 AM to 12:30 PM)

Session 01: Introducing Self and Others

(Deliver a Talk on Self-Introduction in English) (Spoken Language Analysis)

Session 02: Let's Name It

(Nouns & Pronouns)

Session 03: Describing People

(Learn how to describe Persons, Places and events in English)

Session 04: Roll, Camera, Action

(Action, Linking, Helping Verb & Modal Auxiliary Verb)

Session 05: Every day English

(The usage of appropriate tenses: Past, Present & Future) – English Tenses (12)

Session 06: Right Word, Right Place

(Structural English S + HV + AV + DO + IO) (Preposition Time, Place, Movement)

Session 07: Let's Connect

(Simple, Compound & Complex Sentences) (Cohesion & Coherence)

(Usage of Coordinating Conjunctions (Linking Words Connectors) Subordinators)

Session 08: Building Blocks

(How to use words in speaking & writing) Pictionary, Hangman, Word Bingo

(Word Building, Blend, Acronym, Compound Words, Homophones, Homonyms)

Session 09: Framing it Right!

(Sentences: Assertive, Affirmative, Interrogative, Imperative & Exclamatory)

Session 10: Developing a Paragraph

(Central Components of a Paragraph: Title, Body & Conclusion)

Module 4 Functional and Spoken English

(5 Days X 4 Hours = 20 Hours) (Time: 08:30 AM to 12:30 PM)

Session 11: Asking and Answering Questions

(Ask and Answer Questions in English: Yes/No, WH, Choice and Tag Questions)

Session 12: Hello!

(Professional Telephone Etiquettes in English)

Session 13: Let's Pair Up

(Teaching interpersonal skills with Role Play, Simulation, Games, etc.)

Session 14: First Step

Communication Process, Verbal (Oral Written), Non-Verbal, Paralinguistic

Session 15: Essential Building Blocks

(Learn New Words, Word Association, Collocation, Using Appropriate Words)

Session 16: Speak and Contribute

(Introduce L-S-R-W, Accuracy + Fluency in Speech, Spontaneous Speech)

Session 17: Effective Communication

(Develop professional writing skills, Email Etiquette, Elements of Email)

Session 18: Let's Discuss in a Group

(Usage of English language skills in Group Discussion)

Session 19: From the Reporter's Desk

(Characteristics and Components of writing a Report, Format of Report writing)

Session 20: Speak Right!

(Teach how to speak words correctly, Practice Standard English)

(Use Standard English Pronunciation of Commonly Mispronounced Words)