

Report - SPDP - Special lecture on “Soft Skills”

AICTE funded “SKILL AND PERSONALITY DEVELOPMENT PROGRAMME CENTRE (SPDP) for SC ST STUDENTS” of Sri Sairam Engineering College Organized a Special lecture on “Soft Skills” on 29.03.21 at 2.00 pm TO 3.00 pm through Zoom Meet Platform.

Special lecture on “Soft Skills” was given by Mr.Lakshmi Narayan NJ , Executive Director, BuildHr Management Consultants Private Limited, Chennai, Tamil Nadu, India

Vote of thanks was given by Dr M SureshAnand, Coordinator, SPDP, Sri Sairam Engineering College.

110 students belonging to all departments were benefited by this special lecture.



Sri

SAI RAM ENGINEERING COLLEGE

An Autonomous Institution

West Tambaram, Chennai - 44

www.sairam.edu.in



in association with



AICTE Sponsored

SPECIAL LECTURE ON

SOFT SKILLS

FOR SC/ST STUDENTS

Hosting on  **29.03.2021, Monday**
ZOOM @ 2.00 PM - 3.00 PM

Meeting ID : 875 450 2224 Password : sairam



Resource Person

Mr. Lakshmi Narayan NJ

Executive Director,
BuildHr Management Consultants Pvt. Ltd. Chennai

Dr. M. Suresh Anand
Coordinator

Dr. A. Rajendra Prasad
Principal / SEC

Shri. Sai Prakash LeoMuthu
Chairman & CEO

Inbox (5,770) - suresh... Meet - nbx-xyf-f... Meet - kih-hvz-m... (3) WhatsApp... My Drive - Google Dr... Invitation special lectu... Sri Sairam Engine... +

sairaminstitutions.zoom.us/jc/8754502224?join?track_id=8jmf_code=8&meeting_result=8&tk=8&cap=03AGdBq25-BNaRDEvImv4WjPr0N8B_JkwhRMScnzLksw3Ae3oTJPLU7acX38_aDib...

REC II

Dr SureshAnand M

Lakshmi Narayan NJ

Rindhiya.S

Gayathri R/III D/CSE/SEC

You are viewing Lakshmi Narayan NJ's screen

View Options

File Home Insert Design Transitions Animations Slide Show Review View Help

Paste New Slide Section Clipboard Slides

Font Paragraph Drawing

Shape Fill Shape Outline Shape Effects Arrange Quick Styles

Find Replace Select Dictate Design Ideas

Share Comments

1 2 3 4 5

Dreams

Build It

Unmute Video Security Participants 43 Polls Share Screen Chat Pause/Stop Recording Closed Caption More

End

Type here to search

ENG 14:27 29-03-2021

A screenshot of a Zoom meeting interface. At the top, there are browser tabs for an inbox, several Zoom meetings, WhatsApp, Google Drive, and an invitation. The Zoom window title is a long URL. The meeting header shows a recording icon, a 'REC II' indicator, and three participant names: Dr SureshAnand M, Lakshmi Narayan NJ, and Rindhiya.S. A fourth participant, Gayathri R/III D/CSE/SEC, is visible in a small video window. The main content area shows a presentation slide from Lakshmi Narayan NJ. The slide features a central word 'Dreams' surrounded by eight blue thought bubbles containing icons for a house, a person, a car, a person with a globe, a person with a laptop, a person with a computer, a person with a laptop, and a person with a laptop. A 'Build It' logo is in the bottom right corner of the slide. The Zoom toolbar at the bottom includes icons for Unmute, Video, Security, Participants (43), Polls, Share Screen, Chat, Pause/Stop Recording, Closed Caption, and More. A red 'End' button is on the far right. The Windows taskbar at the very bottom shows a search bar and system tray icons for network, volume, and date/time (ENG 14:27 29-03-2021).

REC

Dr SureshAnand M Rindhiya.S N

Lakshmi Narayan NJ Nivedhidha Sathiyaseelan

You are viewing Lakshmi Narayan NJ's screen REC View Options

Dreams

Build It

REC

Dr SureshAnand M Rindhiya.S N

Lakshmi Narayan NJ Nivedhidha Sathiyaseelan

You are viewing Lakshmi Narayan NJ's screen REC View Options

Share and know... who am I ?

	Known to Self	Not Known to Self
Known to others	OPEN	BLIND SPOT
Not Known to others	HIDDEN	UNKNOWN

REC

Dr SureshAnand M | Lakshmi Narayan NJ | Suwathi Manoharan | III YR ECE PRADEEPA K

You are viewing Lakshmi Narayan NJ's screen

Self Pride ?

Only if you are proud of yourself can others be !!

List your Strengths

Personal Grooming | Use your strengths

Self Pride | Build Trust

Professionalism | Show respect - gain respect

REC

Dr SureshAnand M | Lakshmi Narayan NJ | J.A.Smitha | bhavana A

You are viewing Lakshmi Narayan NJ's screen

Self Pride - 5S your life?

Discipline	Purpose	Professional (Eg)	Personal (Eg)
Sort	Eliminating all unnecessary parts of a process - wasted time, money, outdated habits and more	Reduce/ eliminate negative attitude Time spent on social media sites Unimportant telephone conversations	Reduce/eliminate non-value television shows, internet games poor financial management
Stabilize	A place for everything and everything in its place	Maintain orderly work space and a well-planned schedule of duties for my job.	Replace bad habits with better ones- Eg. commit to saving money by eating at home more frequently instead of eating out
Shine	Keeping things tidy and organize	Maintaining my desk set routine to keep it so Revisit my goals and aligning my daily activities	Maintaining a clean living space and set a routine to keep it clean. Eg. Sort my car which is a dumping place for eatables, receipts, papers, trash, clothing, and boxes.
Standardize	Cleaning and identification methods are consistently applied	Turning my goals to reality and ensuring that my new practices became habits.	Working on personal goals. (a challenge - many habits were formed long ago and many practices involve significant change)
Sustain	To ensure the positive changes made to be permanent with continuous improvement and it is an ongoing project.	Clean desk has improved my effectiveness and makes me feel better. I'm using a weekly checklist to keep things organized.	I have established goals and I have also developed a weekly checklist.

REC

Dr SureshAnand M

Lakshmi Narayan NJ

J.A.Smitha

Suwathi Manoharan

You are viewing Lakshmi Narayan NJ's screen

Results Ladder

Learning

Values & Beliefs

Needs

Goals

Build For

Windows taskbar: Type here to search, 1454 29-03-2021

REC

Dr SureshAnand M

Lakshmi Narayan NJ

J.A.Smitha

Suwathi Manoharan

You are viewing Lakshmi Narayan NJ's screen

Results Ladder

Learning

Values & Beliefs

Needs

Goals

Planning

Build For

Windows taskbar: Type here to search, 1454 29-03-2021

REC

Dr SureshAnand M

Lakshmi Narayan NJ

Tanusri.A

Divyaa Sri. A. R

You are viewing Lakshmi Narayan NJ's screen

What does it mean to take a role

```
graph LR; A[Role Clarity] --> B[Role Sensitivity]; B --> C[Role Acceptance]; C --> D[Role Commitment]
```

Build Hr

REC

Dr SureshAnand M

Lakshmi Narayan NJ

Tanusri.A

Divyaa Sri. A. R

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What does it mean to take a role

```
graph LR; A[Role Clarity] --> B[Role Sensitivity]; B --> C[Role Acceptance]; C --> D[Role Commitment]; C --> E[Role Integration]
```

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REC

Dr SureshAnand M Tanusri.A Divyaa Sri. A. R

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What does it mean to take a role

Significance Ownership

Role Clarity Role Sensitivity Role Acceptance

Demonstrate Alignment

Role Commitment Role Integration

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Dr SureshAnand M Tanusri.A Divyaa Sri. A. R

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At Which Stage are we starting

Phase I Phase II Phase III

22 yrs 38 yrs 10-20 yrs

Education Earning Years Post Retirement Years

Age- 22 yrs Age- 60 yrs

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Dr SureshAnand M | Lakshmi Narayan NJ | Tanusri.A | Divyaa Sri. A. R

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Maslow – Two factor

Maslow: Self-Actualisation, Esteem, Social, Safety, Physiological

Herzberg: Motivators, Hygiene Factors

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Dr SureshAnand M | Lakshmi Narayan NJ | Tanusri.A | Divyaa Sri. A. R

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The Gallup Q12 Philosophy

- Opportunity to learn and grow
- Best friend
- Coworkers committed to quality
- Mission/purpose of company
- Opinions seem to count
- Encourages development
- Supervisor/someone at work cares
- Rewards & Recognition
- Do what I do best every day
- Materials and Resources.
- Compensation
- I know what is expected of me at work

How can we all grow?

Do I belong here? (Teamwork)

What support I get? (Management Support)

What do I get? (Basic Needs)

Build Hr

Zoom Meeting Interface: Dr SureshAnand M, Lakshmi Narayan NJ, Suwathi Manoharan, Preethiga_ECE_D

Leadership Development

- Self (You)
(in the Role)
- Role
(in the organization)
- Organization
(environment & culture)

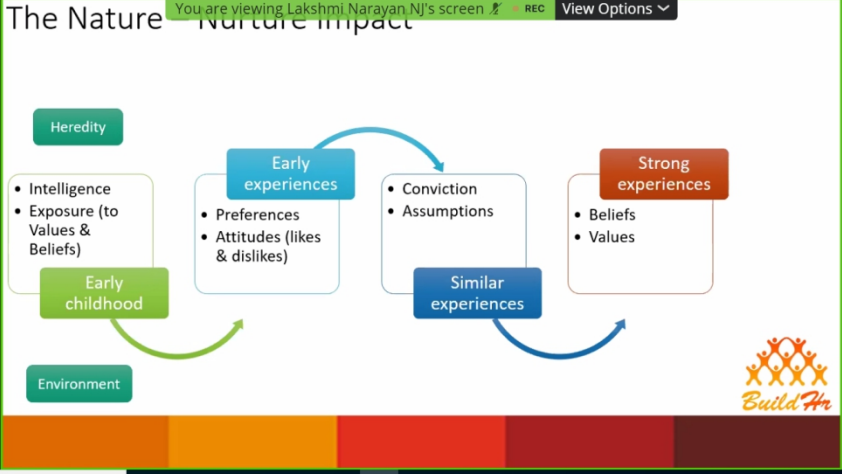
Zoom Meeting Interface: Dr SureshAnand M, Lakshmi Narayan NJ, Suwathi Manoharan, Preethiga_ECE_D

Solve this equation

$$B = f(P, E)$$

Behaviour is
a function of
A **P**erson in /and **E**nvironment

Zoom Meeting Interface:
- Top Left: REC
- Top Center: Dr SureshAnand M (Lakshmi Narayan NJ)
- Top Right: Preethiga_ECE_D (3-ECE-KANINI P)
- Status Bar: You are viewing Lakshmi Narayan, NJ's screen. View Options



REC

Dr SureshAnand M

Lakshmi Narayan NJ

Sridevi_III_A_CIVIL

3-ECE-KANINI P

The Nature of Nurture Impact

Heredity

- Intelligence
- Exposure (to Values & Beliefs)

Early childhood

Environment

- Negative

Early experiences

- Positive
- Preferences
- Attitudes (likes & dislikes)

Favorable

Similar experiences

- Conviction
- Assumptions

Unfavorable

Strong experiences

- Beliefs
- Values

Build It

REC

Dr SureshAnand M

Lakshmi Narayan NJ

J.A.Smitha

3-ECE-KANINI P

WHY I DO WHAT I DO

ENVIRONMENT

BEHAVIOURS

FEELINGS

KNOWLEDGE & SKILLS

ATTITUDES AND ASSUMPTIONS

VALUES AND BELIEFS

IDENTITY

EMOTION

Build It