

**Government of Maharashtra's
Ismail Yusuf College of Arts, Science and Commerce, Mumbai 400060
Department of Chemistry**

NOTICE

Subject: Online lecture on ‘Leadership Skills and Team Building’

We are pleased to announce that the Department of Chemistry at Ismail Yusuf College will be organizing a Soft Skill Program for the academic year 2019-20 in an online mode. This program is designed to enhance the soft skills of our students, which are essential for personal and professional growth.

Details of the Program:


- Start Date: September 1, 2019
- End Date: March 31, 2020
- Mode: Online (via Zoom)
- Resource Person : Dr. B.R. THORAT
- Eligibility: All students of the Department of Chemistry

Program Highlights:

- Communication Skills
- Leadership and Team Building
- Time Management
- Problem Solving and Decision Making
- Emotional Intelligence
- Resume Writing and Interview Skills

Requesting all the students for their active participation and to be present on the time as mentioned above.




Head, Department of Chemistry
(Dr. B.R. THORAT)

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Introduction:

In response to the increasing need for well-rounded personal and professional development, the Department of Chemistry at Ismail Yusuf College organized a Soft Skill Program for the academic year 2019-2020. Conducted entirely online, the program aimed to equip students with essential soft skills that are crucial in today's competitive world. The program spanned from September 1, 2019, to March 31, 2020.

Objectives:

The primary objectives of the Soft Skill Program were to:

- Enhance communication skills.
- Develop leadership and team-building abilities.
- Improve time management techniques.
- Foster problem-solving and decision-making skills.
- Build emotional intelligence.
- Prepare students for job applications and interviews.

Program Modules:

The Soft Skill Program was divided into the following key modules:

Communication Skills:

- Verbal and non-verbal communication
- Public speaking and presentation skills
- Active listening techniques

Leadership and Team Building:

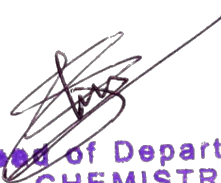
- Leadership styles and qualities
- Team dynamics and collaboration
- Conflict resolution and management

Time Management:

- Prioritization and goal setting
- Efficient time utilization techniques
- Balancing academic and personal life

Problem Solving and Decision Making:




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- Analytical thinking and creativity
- Structured problem-solving methods
- Decision-making processes and tools



- Self-awareness and self-regulation
- Empathy and interpersonal skills
- Stress management

- Crafting a professional resume
- Interview preparation and techniques
- Mock interview sessions and feedback



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Program Execution:

The program featured a series of online workshops, interactive sessions, and practical exercises facilitated by renowned industry professionals and experienced educators. Each module included theoretical insights, practical applications, and interactive Q&A sessions to ensure comprehensive understanding and active participation.

Feedback and Outcomes:

The program received positive feedback from participants. Key outcomes included:

- Improved confidence in public speaking and presentations.
- Enhanced teamwork and leadership skills.
- Better time management and organizational abilities.
- Increased problem-solving and decision-making proficiency.
- Greater emotional intelligence and interpersonal skills.
- Improved readiness for job applications and interviews.

Challenges and Solutions:

Challenges:

- Technical issues such as internet connectivity.
- Engaging students in an online environment.


Solutions:

- Recorded sessions made available for later viewing.
- Interactive tools and breakout rooms for active engagement.

Conclusion:

The online Soft Skill Program for the academic year 2019-2020 was a significant success, providing students with valuable skills essential for their holistic development. The Department of Chemistry at Ismail Yusuf College is committed to continuing such initiatives to support the personal and professional growth of its students.




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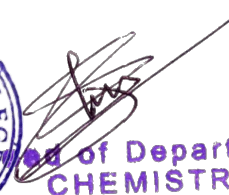
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Online lecture on 'Leadership Skills and Team Building

DATE: March 31, 2020

Sr. No.	Class	Name of student	e-mail	Mobile Number
01	B.Sc.	Uzma Shaikh	Xuzmix3@gmail.com	7738862462
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05	B.Sc.	Zahid Siddiqui	Siddiquezahid9820@gmail.com	9867855037
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10	M.Sc	Poonam Pal	Poonampal1303@gmail.com	8828270900
11	M.Sc	Ligade Tejaswini	Ligadeteju96@gmail.com	8108742157
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24	M.Sc	Jha Manisha	Manisha.0996@gmail.com	9657971451
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Feedback Form: Online Lecture on 'Leadership Skills and Team Building'

Date: 01/09/2019

Department: Chemistry

Institution: Ismail Yusuf College

1. Personal Information (Optional):

- Name: Raziya Khan
- Year of Study: 2019
- Email: Raziya.khan98rk@gmail.com

2. Overall Satisfaction:

- How satisfied were you with the online lecture on Leadership Skills and Team Building?
 - ☒ Very Satisfied
 - ☐ Satisfied
 - ☐ Neutral
 - ☐ Dissatisfied
 - ☐ Very Dissatisfied

3. Lecture Content:

- How relevant was the content of the lecture to your personal and professional development?
 - ☐ Highly Relevant
 - ☒ Relevant
 - ☐ Neutral
 - ☐ Irrelevant
 - ☐ Highly Irrelevant
- How clear and understandable was the information presented during the lecture?
 - ☐ Very Clear
 - ☒ Clear
 - ☐ Neutral
 - ☐ Unclear
 - ☐ Very Unclear

4. Speaker Evaluation:

- How would you rate the speaker's delivery and presentation skills?
 - ☒ Excellent
 - ☐ Good
 - ☐ Average
 - ☐ Below Average
 - ☐ Poor
- How effectively did the speaker interact with the students and address queries?
 - ☒ Very Effectively


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- ☐ Effectively
- ☐ Neutral
- ☐ Ineffectively
- ☐ Very Ineffectively

5. Online Lecture Format:


- How engaging was the online format of the lecture?
 - ☐ Very Engaging
 - ☒ Engaging
 - ☐ Neutral
 - ☐ Not Engaging
 - ☐ Not Engaging at All
- How well did the interactive tools and breakout rooms facilitate engagement and participation?
 - ☐ Very Well
 - ☒ Well
 - ☐ Neutral
 - ☐ Poorly
 - ☐ Very Poorly

6. Practical Application:

- How beneficial were the lecture's insights in enhancing your leadership and team-building skills?
 - ☐ Very Beneficial
 - ☐ Beneficial
 - ☒ Neutral
 - ☐ Not Beneficial
 - ☐ Not Beneficial at All

7. Technical Aspects:

- Did you face any technical issues (e.g., internet connectivity) during the lecture?
 - ☐ Yes
 - ☒ No
- Were recorded sessions and resources made available for later viewing helpful?
 - ☐ Very Helpful
 - ☒ Helpful
 - ☐ Neutral
 - ☐ Not Helpful
 - ☐ Not Helpful at All


PRINCIPAL
Government of Maharashtra's
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