

OBJECTIVES AND COURSE CONTENT OF SHORT TERM COURSES

Title of the Course	Preparing Students for Job Interviews (for faculty)
Operational Plan No	EEM-5 (pedagogy)
Course Objectives	The course aims at enabling the participating faculty to appreciate the role of generic skills in today's context; explain the techniques of writing job resumes; know the expectations of industry, organize mock group discussion sessions and mock interview sessions for students; understand techniques of developing generic skills such as communication skills, creativity, team building, managing time effectively among students.
Course Contents	Generic skills and their importance, Writing job resumes; Appearing in job interviews and participating in group discussions, developing communication skills (both verbal and non-verbal), Team building, Creativity, Time management, Mock interviews and group discussion.
Course Coordinators	Er. Amandeep Kaur, Assistant Professor (amandeep@nitttrchd.ac.in), 0172-2759776