



**LAXMINARAYAN COLLEGE
JHARSUGUDA
(NAAC ACCREDITED)**



ORGANISES

Workshop

On

**Capacity Building and Personality
Development
(For Undergraduate Female Students)**

**SPONSORED BY
NATIONAL COMMISSION FOR
WOMEN (NCW), NEW DELHI**

ON

11th April 2023



वसुधैव कुटुम्बकम्

WORLD IS ONE FAMILY • ONE FUTURE

राष्ट्रीय आयोग • NATIONAL COMMISSION FOR WOMEN

BROCHURE & CONCEPT NOTE

Of Capacity Building and Personality Development Programme

Course content:

A. Personal Capacity Building

B. Professional -Career Skills

C. Digital Literacy & Effective use of Social Media

A. Personal Capacity Building

- Listening
- Brainstorming
- Time management & Stress management
- Group Discussion Skills and Internal Communication

B. Professional -Career Skills shall focus on building

- **Identifying Career Opportunities**
- Resume Skills
- Interview Skills
- Presentation Skills

C. Digital Literacy & Effective use of Social Media

- Safe usage of internet and social media platforms
- Raising awareness about cybercrimes
- Advising users about the resources/ recourse available to women to prevent the problems

CONCEPT NOTE

The National Commission for Women (NCW) is the statutory body of the Government of India, generally concerned with advising the Government on all policy matters affecting women. The objective of the NCW is to represent the rights of women in India and to provide a voice for their issues and concerns. It also provides funds for the organization of seminars, workshops, etc.

This time NCW has given approval to us to organize a Workshop on '**CAPACITY BUILDING & PERSONALITY DEVELOPMENT**' of undergraduate female students. Building the capacity of undergraduate female students through '**CAPACITY BUILDING & PERSONALITY DEVELOPMENT PROGRAMS**' is the need of the hour. Through which girls will be prepared to grab employment and entrepreneurship opportunities and thus participate in the sustainability plans for economic growth. Through which their personality can be developed and women empowerment can be promoted.

Personality Development Courses deal with developing the communication and interpersonal skills of an individual. Such courses are known to be high in demand as they help candidates to learn soft-skills and techniques that are required to gain a competitive edge during placement and job interviews. Personality development is gaining more and more

Chairperson:

Prof. Narendra Kumar Panda,
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Dr. Gita Rani Dixit, Dept. of
Chemistry
Dr. Laldhari Singh, HOD, Odia

Organizing Secretary:

Dr. Swarnamayee Purohit, Dept of
English

Members:

All the members of IQAC, Women
Cell, Career Counselling &
Placement Cell

**Target Groups of the
Workshop**

**Female students of +3
Arts/Science/Commerce**

Host Cells

1. Internal Quality Assurance Cell (IQAC)
2. Women Cell
3. Career Counselling & Placement Cell

importance as it enables students to create a good impression about themselves on others and helps them to build & develop relationships for career growth.

National Commission for Women (NCW) has adopted a nice step to initiate a training for the capacity building of female students through Personality Development Programme.

Objective of the Workshop

This Workshop on ‘**CAPACITY BUILDING & PERSONALITY DEVELOPMENT**’ will focus on preparing girl students for entering job/employment market. Sometimes because of lack of confidence an individual may not be able to demonstrate good professional and communication skills. The course will focus on learning and applying the use of intuitive, logical and critical thinking, communication and interpersonal skills, not limited to cognitive/creative skills. These skills and behavior set, when learned, will enhance outcome of employability.

Target Group:

Under-Graduate Female Students

Training session:

There will be one-day training with multiple sessions for capacity building and Personality Development.

Evaluation of the Participants:

In order to make the training effective, it is important that the students actually remember the information taught to them. After completion of all three sessions students will be asked to take the quiz provided by NCW. The participants will be tested for their understanding of the subject through MCQs. The question paper will be based on the booklet/ training sessions conducted under the program. The participants will have to answer 20 Multiple-Choice Questions prepared by NCW within a time frame of 30 minutes. Each correct answer will be awarded two marks. There will be no negative marking. 10 best performers will be awarded with the Certificate of Excellence.

Certification:

All the participants will be awarded a Certificate of Participation on completing the quiz. 10 best performers will be awarded with the Certificate of Excellence.

Programme Schedule:

Sessions	Name of the Programme	Time
	Registration of the Participants	8am
First	Inauguration	9.30am – 10.15am
Second	Personal Capacity Building	10.30am – 11.45am
Third	Professional Career Skills	12.00pm – 1.30 pm
	WORKING LUNCH	1.30 pm – 2.15 pm
Fourth	Digital Literacy & Effective use of Social Media	2.15 pm – 3.45 pm
	Quiz	3.45 pm – 4.15 pm
	Valedictory	4.15 pm onwards

Outcomes:

As the above programme aims at preparing students for entering job market with confidence and proper communication skills, the students will acquire intuitive, logical and critical thinking skills, communication and interpersonal skills. Through brain storming sessions they will understand how to develop listening and speaking skills. These skills and behavior set, when learned, will enhance their employability opportunities. They will have a clear idea about time management & stress management. They will manage to improve their group discussion skills and build up internal communication strategies. Training on Professional/Career Skills will help the students to identify Career Opportunities and explore job openings. They will get knowledge of preparing CV/Resume, will acquire interview skills and presentation skills.

As the whole programme is planned for the capacity building and personality development of girls, it will make them self-sufficient, self-dependent and empowered. The best outcome of this programme will be preparing a generation of girls to be well-equipped with the 21st century skills for getting jobs or becoming entrepreneurs.

"Not by age or gender, but by capacity is wisdom acquired, success achieved." -Plautus-

Principal
L. N. College, Jharsuguda