



Quantum University

**Capacity Development
and Skill Enhancement**



A Report on Language and Communication Skills Training

Academic Year (2022-2023)

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Registrar
Quantum University

Following Capacity Development And Skills Enhancement Initiatives Are Undertaken By The Institution
5.1.3 Following Capacity Development And Skills Enhancement Activities Are Organized For Improving Students Capability (8) Language and Communication Skills 2022-23

Development And Skill Enhancement Programme	Year Of Implementation	Number Of Students Enrolled	Name of The Agencies-Consultants Involved With Contact Details, If Any
Book Launch: Digital Marketing(NEP-Based)	14/12/2022	49	Dr. Nirmesh Sharma (Associate Professor, Quantum University)
VAP-I (Communication and Professional Skills -I)	2022-2023	Entire University	Mr. Vaibhav Gupta/Mr. Lokesh K Das (Department of Humanities and Social Science)
VAP -II (Communication and Professional Skills -II)	2022-2023	Entire University	Mr. Lokesh K Das/Mr. Vaibhav Gupta (Department of Humanities and Social Science)
VAP-III(Communication and Professional Skills -III)	2022-2023	Entire University	Mr. Vaibhav Gupta/Mr. Lokesh K Das (Department of Humanities and Social Science)
Employability skills-I (Numerical Abilities)	2022-2023	Entire University	Mr. Ashish Garg/Ms. Jaya Verma (Department of Humanities and Social Science)
Employability skills-II (Aptitude and Reasoning)	2022-2023	Entire University	Mr. Ashish Garg/Ms. Jaya Verma (Department of Humanities and Social Science)
Employability skills-III (Group Discussion And Personal Interview)	2022-2023	Entire University	Ms. Jaya Verma/Mr. Vaibhav Gupta (Department of Humanities and Social Science)
Business Quiz challenge to improve oral communication	02/05/2023	76	Dr. Manish Shrivastav (Director, Faculty of Business and Management)


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BOOK LAUNCH DIGITAL MARKETING (NEP-BASED) TO LEARN COMMUNICATION SKILLS

Name of Event: BOOK LAUNCH DIGITAL MARKETING (NEP-BASED) TO LEARN COMMUNICATION SKILLS

Date of Event: 14th December 2022

Hosted By: Quantum University

Number of Participants: 49 participants

Amidst an atmosphere of excitement and intellectual fervor, Quantum University marked a momentous occasion on December 14, 2022, with the highly anticipated book launch of "Digital Marketing" Authored by the distinguished scholar, Nirmesh Sharma, the book stood as a beacon of enlightenment, promising cutting-edge research and thought-provoking insights in the realm of digital marketing. The event was graced by the esteemed presence of the Vice-Chancellor of Quantum University, adding an aura of distinction and significance to the gathering. As the book was unveiled, it sparked intellectual curiosity and kindled a desire for transformative thinking among the attendees.

The pages of "Digital Marketing" delved into realms of digital marketing knowledge that held the promise of shaping better practices and learning from existing systems of marketing based on some case studies. Through its visionary approach and scholarly exploration, the book enthralled the audience and left them inspired to embark on a journey of exploration in the area.

Major Outcome of the Event

1. The book launch event ignited intellectual curiosity among the attendees. The thought-provoking insights presented in "Digital Marketing: Embracing Knowledge for a Better Tomorrow" inspired participants to delve deeper into the realms of digital marketing and engage in transformative thinking.
2. Nirmesh Chauhan's exceptional contributions to the field were recognized and celebrated. The Vice-Chancellor's admiration for Sharma's work highlighted the importance of scholarly endeavors and their impact on the academic community. The book's visionary approach stimulated new ways of thinking among the attendees.

3. The event encouraged participants to explore innovative ideas and concepts in digital marketing that could shape a brighter and more enlightened future. The event fostered a sense of unity and shared vision among the attendees.
4. Discussions centered on the potential of digital marketing knowledge to drive positive change, and participants left with a renewed commitment to contribute to a better world.
5. The book launch event catalyzed meaningful discussions on topics related to digital marketing, education, and the future. Attendees engaged in conversations that went beyond the book's content, exploring broader concepts and ideas.





Glimpses from Ms. Nirmesh Sharma's Book Launch Titled Digital Marketing (NEP Based)

(VAP-I) COMMUNICATION AND PROFESSIONAL SKILLS-I

Effective communication and professional skills are fundamental for success in the workplace. Communication skills, including active listening and clear articulation, enable individuals to convey ideas, build relationships, and collaborate effectively. Professional skills, such as industry-specific knowledge and technical expertise, enhance job performance and contribute to career advancement.

These skills are interrelated, with strong professional skills providing credibility and expertise, while effective communication skills enable individuals to articulate their ideas and collaborate with others. Developing and honing these skills through continuous learning and practice is crucial for personal and professional growth, leading to improved outcomes for individuals and organizations.

VP 3101	Title: Communication & Professional Skills-I	L T P C 2 0 0 2
Version No.	1.0	
Course Prerequisites	Nil	
Objectives	To make students communicate effectively in English.	
Expected Outcome	The students will be able to effectively comprehend, converse, and write in English in an interview setting.	
Unit No.	Unit Title	No. of hours (per Unit)
Unit I-	Essential Grammar: Modal Verbs for request, probability; Parts of Speech, and use of Tenses in the simulated interview environment	02
Unit II-	Communication Skills: Self Introduction, Listening Skills, Just a Minute, Volte Face, Debate, Group Discussion, Presentation, Face-Off, Extempore, Role Play	08
Unit III-	Reading Skills: News Paper Reading, Passage Reading, Success Stories	02

Unit IV-	Self Management Skills: Goal Setting, SWOT Analysis, Self Motivation Body Language: Gestures, Posture, Physical Appearance, Facial Expression Soft Skills: Leadership Skills, Team Work Interpersonal Skills: Image Building, Interpersonal Distance, Signature Personality	08
Unit V-	Writing Skills: Email Etiquette, correspondence, Writing, letters, Invitation, Applications, Projects Writing	02

(VAP-II) COMMUNICATION AND PROFESSIONAL SKILLS-II

Advanced communication and professional skills are paramount in today's complex and dynamic work environment. These skills go beyond basic proficiency and encompass advanced techniques and strategies for effective communication and professional growth.

Advanced communication skills include persuasive communication, active listening, emotional intelligence, and conflict resolution. Professional skills at an advanced level involve strategic thinking, problem-solving, leadership, and adaptability. Employees with advanced communication and professional skills are highly sought after by organizations, as they possess the ability to navigate complexities, lead teams, and drive innovation.

Continuous learning, seeking feedback, and embracing new challenges are crucial for individuals to enhance their advanced communication and professional skills, ensuring long-term career success.

VP 3201	Title: Communication & Professional Skills-II	L T P C 2 0 0 2
Version No.	1.0	
Course Prerequisites	Nil	
Objectives	To develop the English communication skills of our students. To enable them to communicate effectively and nurture their speaking Expected Outcome skills in English. To inculcate in our students the ability to develop soft skills and professional etiquette which will make them more suitable for jobs in the corporate sector. To overcome interaction phobia as English is not their mother tongue.	

Expected Outcome	<p>After the Course, the students will be able to write/understand and create sentences in English of all tenses.</p> <p>They will be able to take part in daily routine conversations in English.</p> <p>Students will be able to understand and be partially groomed in corporate etiquettes and culture</p>	
Unit No.	Unit Title	No. of hours
Unit I-	<p>Advanced Functional Grammar: How to use- nouns, pronouns, verbs, adjectives, adverbs, prepositions, and conjunctions <i>based on AMCAT & ELITMUS.</i></p> <p>How to use Tenses-past, present, future (Advanced)</p> <p>Articles- a, an, the, no article</p>	04
Unit II-	<p>Speaking Skills: Self Introduction, Describe yourself, your educational background, family, hobbies, strengths, Let's talk-making conversation, meeting and greeting people Opinions, likes and dislikes, Group Discussion</p>	04
Unit III-	<p>Personality Enhancement: First impression: Dressing sense, good manners, speaking well and respectably.</p> <p>Positive Attitude: Being happy and alert, a good listener</p> <p>Goal setting, confidence building and handling rejection</p>	04
Unit IV-	<p>Vocabulary Development: Word Formation: Prefix, suffix, conversion and compound words, Homophones and one-word substitution, Words often confused and misused, Antonyms and synonyms</p>	04
Unit V-	<p>Listening: The main point in short simple conversations and messages, Accents, and Essential information in short recorded passages on diverse matters</p>	04
Unit VI-	<p>Reading and Writing: News Paper Reading, Basic descriptions about everyday life in simple sentences, Short simple descriptions of events, and reporting what happened when and where Simple e-mail or letter including expressions for greeting, addressing, asking or thanking, Job Application Letter, CV & Resume</p>	04

(VAP-III) COMMUNICATION AND PROFESSIONAL SKILLS-III

The Communication and Professional Skills Enhancement course offered at the university is designed to equip students with the necessary skills to excel in the workplace. This course focuses on enhancing both communication and professional skills through a comprehensive curriculum. Students learn effective communication techniques, such as active listening, presentation skills, and interpersonal communication. Additionally, they develop professional skills like problem-solving, critical thinking, and leadership.

Through interactive exercises, role plays, and real-world case studies, students gain practical experience and confidence in their abilities. This course aims to prepare students for success in their future careers by providing them with the essential tools to effectively communicate, collaborate, and excel in professional settings.

VP 3301	Title: Communication & Professional Skills-III	L T P C 2 0 0 2
Version No.	2.0	
Course Prerequisites	Nil	
Objectives	To enhance the holistic development of students and improve their employability skills. To develop the Personality of students with a major emphasis on English Communication. To enable them to communicate and present effectively in front of others and nurture their speaking skills in English. To inculcate in our students the ability to develop soft skills and professional etiquette this will make them more suitable for jobs in the corporate sector. To motivate students to overcome interactional phobia and to develop professional etiquette along with conversational skills.	

Expected Outcome	This course will help them to enrich their English communication which will help students to become successful in his or her career pursuits. They will be able to take part in daily routine conversations in English. Students will be able to understand and be partially groomed in corporate etiquette and culture.	
Unit No.	Unit Title	No. of hours (per Unit)
Unit I-	Speaking Skills: Describe yourself, your educational background, family, hobbies, strengths, Let's talk- making conversation, meeting and greeting people, Extempore, Short Speech, Group Discussion, Presentation, Situational Conversation, storytelling, Debate Pronunciation	12
Unit II-	Reading and Writing: Resume Writing, Cover letter, Success Stories, Passage Reading, Newspaper Reading, E-mail etiquettes: Simple e-mail or letter including expressions for greeting, addressing, asking or thanking	10
Unit III-	Personality Enhancement: Body Language: Eye Contact, Facial Expressions, Gestures, Postures, Body Movements First impression: Dressing sense, good manners, speaking well and respectably Positive Attitude: Being happy and alert, a good listener, and a good friend, Goal setting, confidence building and handling rejection, SWOT analysis Self-Management Skills: Anger Management	08
Unit IV-	Vocabulary Development: Word Formation: Prefix, suffix, conversion and compound words, Homophones and one-word substitution, Words often confused and misused, Idiomatic phrases, Antonyms, and synonyms, Vocabulary on theme (e.g shopping, travelling)	04
Unit V-	Listening: Main point in short simple conversations and messages. Essential information in short recorded passages on diverse matters	06

Employability Skills-I (Numerical Abilities)

The Aptitude Enhancement course offered at the university is designed to enhance students' cognitive abilities and critical thinking skills. This course focuses on developing aptitude in areas such as logical reasoning, problem-solving, numerical analysis, and verbal comprehension. Through a combination of theoretical instruction and practical exercises, students are exposed to various strategies and techniques to improve their aptitude.

The course also provides opportunities for students to practice and apply their skills through simulations and real-world scenarios. By participating in the Aptitude Enhancement course, students can strengthen their analytical abilities, enhance their decision-making skills, and gain a competitive edge in academic and professional pursuits.

VP 3401	Title: Employability Skills-I (Numerical Abilities)	L T P C 2 0 0 2
Version No.	2.0	
Course Prerequisites	Nil	
Objectives	To provide an understanding of the basic quantitative aptitude and underlying concepts of numerical ability.	
Expected Outcome	The students will learn and improve their mathematical skills and also prepare themselves for various competitive exams.	
Unit No.	Unit Title	No. of hours (per Unit)
Unit I-	Square, Square root, Cube, Cube root, H.C.F. and L.C.M Simplification, Percentage	06
Unit II-	Average, Simple Interest, Compound Interest, Partnerships, Unit digit	08
Unit III-	Time and Work, Problem on Ages, Boats and Streams, Profit and Loss, Problem on Trains	07
Unit IV-	Time Speed and Distance, Problems on Trains , Volume and Surface Areas, Pipes and Cisterns,	06
Unit V-	Linear Equations in Two Variables, Quadratic Equations, Algebra, Trigonometry	08

Employability Skills-II (Aptitude and Reasoning)

The Aptitude and Reasoning Enhancement course offered at the university is designed to sharpen students' cognitive skills and improve their logical thinking abilities. This course focuses on enhancing aptitude in areas such as numerical reasoning, logical reasoning, critical thinking, and problem-solving.

Through a combination of theoretical instruction, hands-on exercises, and practice tests, students develop strategies to tackle complex problems effectively. The course also provides ample opportunities to enhance analytical skills and develop a logical approach to decision-making. By enrolling in the Aptitude and Reasoning Enhancement course, students can strengthen their overall cognitive abilities, increase their problem-solving proficiency, and improve their performance in academic and professional settings.

VP3501	Title: Employability Skills-II (Aptitude and Reasoning)	L T P C 2 0 0 2
Version No.	2.0	
Course Prerequisites	Nil	
Objectives	To provide an understanding of the basic reasoning and underlying concepts of mathematical reasoning.	
Expected Outcome	The students will learn and prepare themselves for various competitive exams.	
Unit No.	Unit Title	No. of hrs (per Unit)
Unit I-	Number Series, Letter Series, Analogies, Logical Sequence of Words, Direction Sense Test, Coding and Decoding	05
Unit II-	Rule Detection, Blood Relation, Paper Folding, Mirror Images, Water Images, Cube , Dice, Order & Ranking	07

Unit III-	Inequality, Syllogism, Sitting Arrangement Circle, Square, Line, Dictionary Order, Word Formation	05
Unit IV-	Clock , Calendar, Counting of Triangle, Counting of Square, Counting of rectangle, Counting of Line	05
Unit V-	Logical Venn Diagram, Statement and Course of Action, Statement and Assumption, Statement Argument, Statement, And Conclusion	06

Employability Skills-III (Group Discussion and Personal Interview)

The Enhancement Classes for Group Discussion (GD) and Personal Interview (PI) Sessions offered at the university provide students with invaluable skills for excelling in these selection processes.

These classes focus on improving students' communication, critical thinking, and interpersonal skills. Students learn effective techniques for expressing their opinions, listening actively, and presenting their ideas confidently in a group setting. Additionally, they receive guidance on interview preparation, including mock interview sessions, feedback, and tips for showcasing their strengths.

These enhancement classes empower students to handle GDs and PIs with poise and professionalism, increasing their chances of success in academic, employment, and other competitive scenarios.

VP 3601	Title: Employability Skills -III (Group Discussion and Personal Interview)	L T P C 2 0 0 2
Version No.	2.0	
Course Prerequisites	Nil	
Objectives	To develop the wholesome personality of students with a major emphasis on spoken English communication.	
Expected Outcome	This course will be beneficial in developing all possible dimensions of the effective personality of an individual student pursuing any professional course. The learning outcome of the designed VAP course is the wholesome development of an individual personality and the enrichment of English Communication which helps students to become successful in his or her career pursuits	
Unit No.	Unit Title	No. of hours (per Unit)
Unit I-	CV Preparation: Chronological order in a CV. Do's & Don'ts in a CV	06

Unit II-	Presentation Skills: Newspaper Reading/ News Narration/ PPT Presentation, Article Writing	05
Unit III-	Public Speaking: Extempore, Debate	05
Unit IV-	Group Discussion Discussions on Social/ Political/ Current affairs/ Economical topics	05
Unit V-	Professional Grooming & Mock Interviews: Tips on Professional attire for a Group Discussion & Interview, Test of student's presentation skills, speaking skills , confidence, knowledge	06

BUSINESS QUIZ CHALLENGE TO IMPROVE ORAL COMMUNICATION

Name of Event: Business Knowledge Quiz

Date of Event: 2nd May 2023

Hosted By: Department of Commerce and Finance

Number of Participants: 76 participants

The Bachelor of Commerce program at Dept. of Business Administration, is gearing up for an exciting and intellectually stimulating event - the Business Quiz scheduled for May 2nd, 2023. The quiz has already taken off to a promising start with the first round held on May 2nd, witnessing the enthusiastic participation of 76 students from the program.

The first round proved to be a true test of business acumen, with the students showcasing their knowledge and analytical skills in a competitive environment. The quizmaster skillfully crafted challenging questions, seeking to identify the sharpest minds among the participants. It was a neck-to-neck competition, as the students displayed great determination and passion for the subject matter. Out of the impressive pool of participants, 26 students emerged as the cream of the crop, securing their places in the highly anticipated final round. The selection was based on merit, recognizing the outstanding performance of these individuals in the first round.

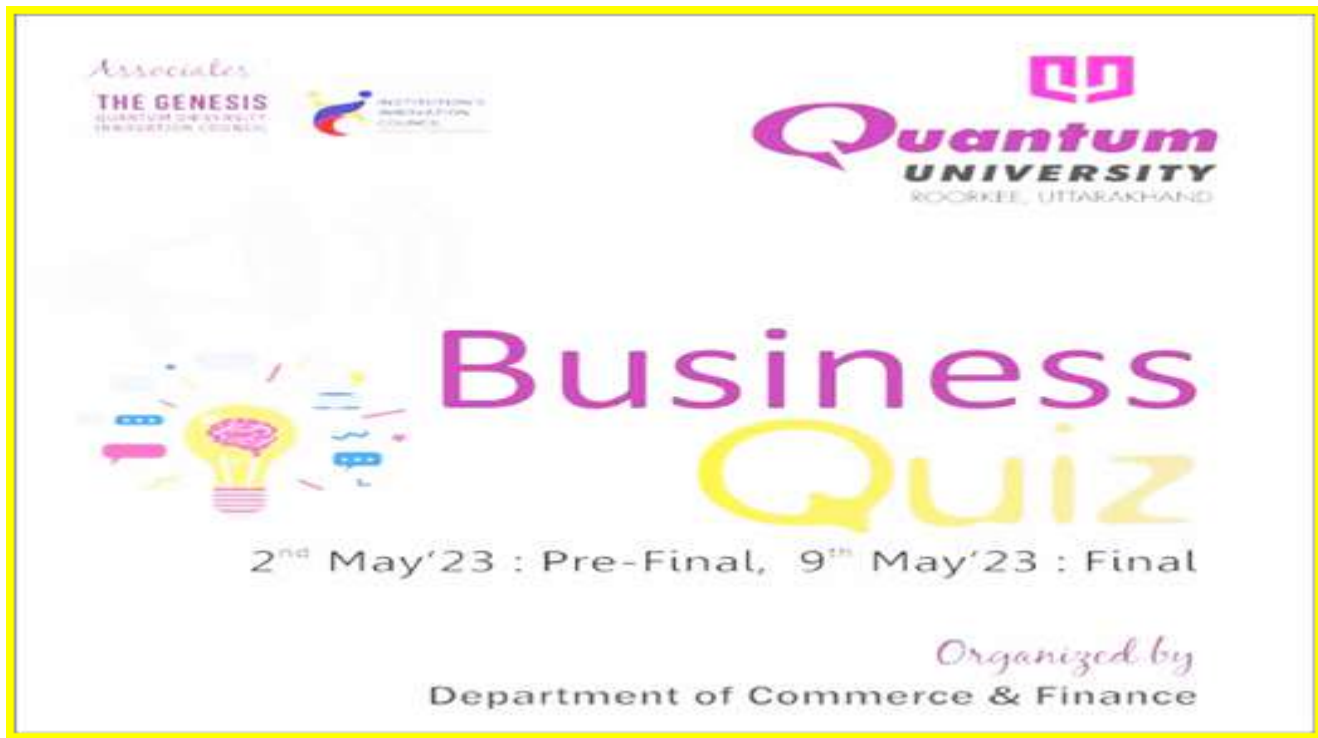
The final round, held on May 9th, was a fitting culmination of the Business Quiz event. The atmosphere was charged with excitement and anticipation, as the shortlisted students faced off in five challenging rounds. The teams exhibited remarkable teamwork and strategic thinking, leaving no stone unturned in their pursuit of victory.

Major Outcome of the Event

The Business Quiz event provided a platform for students to showcase their business knowledge, analytical skills, and understanding of various aspects of the business world. The event highlighted the students' ability to apply theoretical concepts to real-world scenarios.

1. The quiz fostered a spirit of healthy competition among the participants. The challenging questions and competitive environment motivated students to strive for excellence and put their best foot forward.
2. Through the rigorous selection process, 26 students were identified as top performers based on their outstanding performance in the initial round. This recognition highlighted their exceptional grasp of business concepts and their dedication to academic excellence.

3. The final round of the quiz showcased the students' teamwork and collaborative skills. Participants worked together to navigate through challenging rounds, highlighting their ability to think critically and strategically as a team.
4. The quiz covered a diverse range of business topics, exposing participants to various aspects of finance, marketing, entrepreneurship, and global markets. This expanded their knowledge and understanding of the dynamic business landscape.
5. By participating in the Business Quiz, students gained valuable experience that can prepare them for future leadership roles in the business world. The event emphasized the importance of critical thinking, strategic planning, and effective teamwork.





Picture from the "Business Quiz", Students from Commerce and Finance Backgrounds honing both knowledge and competitive skills