



REPORT

on

**CAPABILITY BUILDING PROGRAMME
HELD ON 18TH DECEMBER, 2021**

**PATHARKANDI COLLEGE
DIST. KARIMGANJ-788724
ASSAM, INDIA**

Aim and objectives:

In order to make an informed choice regarding one's job and education, career counselling focuses on assisting the individual in better understanding themselves as well as current workplace trends. Usually, the perfect time for students to seek Career Counselling is during the ages of 13-17 years (8th standard to 12th standard). This is a time of many changes taking place in their life, both physical and emotional, such as transitioning from school to college, and trying to "fit in" with peers. It is also a time when career decisions are made. This is why they need someone to guide them in the right direction at this time.


For college students who are still uncertain about their future opportunities. We all right now need career counselling to learn more about themselves. We can better understand our job alternatives and how to pursue them with the assistance of career counselling. It raises awareness of our strengths and weaknesses and informs us of the profession that would be most suitable for us. In continuation of the stated rationale, we have received a letter from National Commission for Women vide letter no 5/1/4/2021-22 WW& CB(NCW), Dated 17th August, 2021 and as per their instruction, we organized capability Building Programme Held on 18th December,2021.

The Patharkandi College Career counseling & placement cell organized two events namely Capability building programme series 1 & awareness on Indian Constitution in a same day at 9: 30 am- 12:30 am & 1:30 pm-4:00 pm separately. Dr. Joyati Bhattacharya, Chairperson, Department of Political Science, Assam University, Silchar was a chief guest as well as special mentor of that events. The programme was conducted on hybrid mode. The programme was ended with the speech of Dr. Monjurul Hoque, the principal of Patharkandi College. About 200 students attended the programme.

GLIMPSE OF FEW MOMENTS OF THE EVENTS






Compiled by  18/12/2021

Dr. Md. Imam Uddin Ansari, P.O, N.S.S Unit, & Assistant Professor, Department of Political Science,

Patharkandi College.

Approved by:


18/12/2021

Dr. Monjurul Hoque

Principal

Patharkandi College
Principal

Patharkandi College
Dist. - Karimganj, Pin- 788724



ए. अशोली चलाई
A Asholi Chalai
संयुक्त सचिव
Joint Secretary



भारत सरकार
राष्ट्रीय महिला आयोग
प्लॉट नं. 21, जसोला इंस्टीट्यूशनल एरिया
नई दिल्ली-110 025
GOVERNMENT OF INDIA
NATIONAL COMMISSION FOR WOMEN
PLOT NO.-21, JASOLA INSTITUTIONAL AREA,
NEW DELHI-110 025
Website : www.ncw.nic.in
E-mail : asholi.chalai@nic.in
jsnew.wcd@nic.in

D.O. No. 5/14/2021-22 WW&CB (NCW)

17th August, 2021

Dear Sir,

National Commission for Women (NCW) has proposed to initiate 'Capacity Building & Personality Development Program (PDP)' for UG/ PG female students. Current course will focus on preparing students for entering job/employment market. 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 and will also touch on digital literacy. These skills and behavior set, when learned, will enhance outcome of employability. Details of the proposed training program are enclosed for your kind perusal.

The program will be conducted through college having sizable female students in rural/ educationally backward areas, so as to enhance communication and interpersonal skills of the female students. It is also to be mentioned here that the entire cost of the training i.e. remuneration to resource person and miscellaneous expenditure will be borne by NCW.

I shall be grateful if you could forward the proposal to colleges/ departments falling under your esteem organization. The interested and motivated departments may get associated with NCW program for the empowerment of their female students. A line of acceptance to the proposal with the proposed number of webinar, list of students willing to enroll for the training and proposed dates may be forwarded to this office. A positive response from your side would be highly appreciated, which may please be sent on neha.ncw@nic.in (Phone no. 8937900189).

With kind regards,

Patharkandi College
Dist- Karimganj, 788724
In ward No. 10Ae/21/08
Date 25/08/2021

Yours sincerely,

(A.Asholi Chalai)

Prof. Dilip Chandra Nath
Vice Chancellor
Assam University
Post Box No.63 Silchar -788 001
Assam



CAPACITY BUILDING & PERSONALITY DEVELOPMENT PROGRAM (PDP)

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

Objective:

Current course will focus on preparing 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.

Course content: (total time duration 4.5 Hours)

- 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

Session duration- 1.5 hours

Objective and outcome:

The objective of the session is to make learners engage in effective communication by respecting diversity and embracing good listening skills. Practice interpersonal skills for better relations with seniors, juniors, peers and stakeholders. Understand the importance of documentation of key critical ideas/thoughts articulated and action points to be implemented. Learning effective time management skills; thereby avoiding unwarranted stress.

B. Professional -Career Skills shall focus on building

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

Session duration- 1.5 hours

Objective and outcome:

The career skill aims at empowering an individual with ability to prepare an appropriate resume, addressing the necessary gaps for facing interviews and actively and effectively presenting their skill set thereof, etc. It is also of significant importance that students /individuals possess the knowledge and how aspect of exploring career opportunities for themselves, considering their innate strengths and weaknesses.

C. Digital Literacy & Effective use of Social Media

Objective and outcome:

The session aims to generate awareness among women on safe usage of internet and social media platforms; raising awareness about cyber crimes; and advising users about the resources/ recourse available to women to prevent the problems and also how to handle such crimes.

Session duration- 1.5 hours

Target Group:

Any female under graduate/ post graduate students who is interested in upgrading her soft skills.

Training session:

There will be one day virtual session for each University; with minimum 150 students. The University may use the mode/ platform available with them for conducting the training. Further the Commission will provide a list of resource persons for the training, however the list will not be exhausting and the University may invite resource persons who they deem fit for the purpose.

Time*	Session
10:00- 11:30 AM	Personal Capacity Building
11:45- 01:15 PM	Professional -Career Skills
03:00- 04:30 Hrs	Digital Literacy & Effective use of Social Media

*University may rearrange time as per their convenience.

Budget estimate:

The Commission offers an estimate budget of Rs. 15,000/- per webinar. Estimated expenditure as per budget head is marked under

S.No	Budget Head	Amount
1	Honorarium to resource persons @ 2500*3	Rs. 7,500/-
2	Misc. Expenditure	Rs. 7,500/-

TEST YOURSELF:

In order for studying to be 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 an online quiz which will be organized through MyGov. 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. The question paper will be made available online at the time of examination. Assessment of question papers will be computerized.

Marking scheme: Each correct answer will be awarded two marks. There will be no negative marking.

Certificate: All the participants will be able to download a 'Certificate of Participation' on completing the quiz. Top 25 participants will be provided 'Certificate of Commendation' duly signed by NCW, MyGov and or Head of the Institute. In case of duplicity of result, preference will be given to participant who has taken lesser time to answer all the questions correctly.

SKILL DEVELOPMENT CAPACITY BUILDING



B.A 3rd Semester

SL No.	Name of the Candidate	Roll No	Mobile Number	Skill Name
1	Sumaiya Begom	76	9365117128	Computer & Communication
2	Sahida Begam	209	9395030639	Computer & Communication
3	Tanu Das	331	9394736866	Computer & Communication
4	Bonani Goswami	107	9707409069	Computer & Communication
5	S.U Fohana Begom	54	8011573987	Computer & Communication
6	Puja Paul	60	6001536641	Computer & Communication
7	Maisha Fahmida	256	8019835107	Computer & Communication
8	Prachi Dutta	134	7637871883	Computer & Communication
9	Sagata Dhar	65	6900853684	Computer & Communication
10	Begum Wahida Perbin	128	9395107478	Computer & Communication
11	Mehbuba Khanam	252	9101682934	Computer & Communication
12	Mahmuda Sultana	317	9435177207	Computer & Communication
13	Ronika Roy	43	8738179518	Computer & Communication
14	Songita Sinha	58	9854946011	Computer & Communication
15	Monisha Sinha	242	6901973881	Computer & Communication
16	Quazi mst.Mazida Khanam	284	9954285848	Computer & Communication
17	Nazima Begam	285	7099476863	Computer & Communication
18	Abida Begam	315	9707761310	Tailoring
19	Jyotika Nath	162	8822693057	Computer
20	Aparna Sinha	319	6003976009	Computer
21	Kalpna Sinha	318	9707407293	Computer
22	Tomalika Baidya	21	8136025740	Computer
23	Priyanka S. Baidya	24	7099752521	Computer
24	Rinki Nomosudra	176	6900924531	Computer
25	Punam Dusad	165	8822534910	Computer
26	Sikha Rani Debnath	34	9864634177	Tailoring
27	Disha Dey	82	8822356041	Computer
28	Puja Dey	83	8822384693	Computer
29	Bithi Dey	84	6003015461	Computer & Tailoring
30	Shiuli Mazumdar	203	8044188047	Computer & Tailoring
31	Puspa Rani Dey	144	9954937987	Computer & Tailoring
32	Fatima Begum	87	9954958027	Computer & Tailoring
33	Boishalee Sabdakar	219	8822158785	Computer & Tailoring
34	Jahida Begum	100	6000697433	Communication
35	Sharmila Sinha	102	8099929852	Communication & Tailoring
36	Kajol Sinha	216	9954506336	Computer & Tailoring
37	Ashmita Mazumdar	246	8822571422	Computer & Tailoring
38	Sushmita Chakraborty	14	6000465569	Tailoring
39	Jarna Baidya	300	9021667115	Computer
40	Meenakshi Nomosudra	48	9707798546	Computer
41	Rubya Begum	70	8753956816	Computer & Tailoring
42	Mahfuja Yeasmin	323	6001843856	Computer & Tailoring
43	Shavmin Akter	290	8011457565	Computer & Tailoring
44	Mazida Begam	17	6901593487	Computer & Tailoring
45	Shahina Begam	207	6003298588	Computer & Tailoring
46	Nurun Nehar	243	6901597477	Computer & Tailoring
47	Sadia Ferdousi	125	9394765696	Computer & Tailoring
48	Rumana Begam	170	6003072169	Computer & Tailoring
49	Biuti Dey	96	8822110410	Computer & Tailoring
50	Jumki Deb Nath	167	7099529139	Computer & Tailoring

Handwritten signature and date: 20/12/21

Sl No.	Name of the Candidate	Roll No	Mobile Number	Skill Name
51	Shiuli Mazumdar	203		Computer & Tailoring
52	Trishna Dey	97	9707230195	Computer & Tailoring
53	Anamika Sinha	218	8473881246	Computer & Tailoring
54	Puspa Goswami	183	8638179518	Computer & Tailoring
55	Rajdeep Nath	269	6001528388	Computer
56	Joydeb Nath	81	6001568547	Computer
57	Mistu Ranjan Dey	139	7099991487	Communication
58	Pritom Deb	52	8811987430	Computer & Communication
59	Rahul Nath	283	6001830290	Computer
60	Nilimesh Malakar	86	9862656473	Computer & Communication
61	Abdul Mazid	47	6000789556	Computer & Communication
62	Barun Das	11	9954307866	Computer
63	Sudip Baidya	04	6383045787	Communication
64	Jayjeet paul	27	8011464834	Computer & Spoken English
65	Dilwar Hussain	69	6362048771	Computer & Communication
66	Sukhendu Chandu		7636867816	Computer & Communication
67	Mahendra Das	159	8011519235	Computer & Communication
68	Kabir Ahmed	198	9854663584	Spoken English & Computer
69	Ashish Das	114	9401765561	Spoken English & Computer
70	Ruhit Malakar	112	8822850548	Spoken English & Computer
71	Debobratha Dev	05	7896809266	Spoken English & Computer
72	Nishith Malakar	184	9864738312	Spoken English & Computer
73	Akash Das	340	9101322657	Spoken English & Computer
74	Vivekananda Chakraborty	211	9394343537	Song & Arts
75	Monir Uddin	197	6001452779	Computer & Soft skill
76	Hafizul Hoque	271	6001244869	Computer etc.
77	Saharul Alam	192	9101998854	Computer
78	Eftikar Bahar	104	9101262403	Computer etc.
79	Abu Nasir Md Azhar	67	6000354856	Computer
80	Md Habib Hussain	263	8638050066	Computer & Tailoring
81	Aimas Uddin	71		Computer & Tailoring
82	Quazi Jamil Ahmed			Computer & Tailoring
83	Maruf Jamal Ahmed Khan	01	7035241558	Computer
84	Masum Ahmed	03	8822793727	Computer
85	Misbahul Haque Mazumdar	02	9954491362	Computer
86	Iftexhar Hussain Choudury		6003012720	Computer
87	Abu Nasar Md Jaharul Islam	92	9954781880	Spoken English & Computer
88	Sany Siddique		7099254380	Spoken English
89	Samar Das	264	9864718595	Spoken English
90	Marjana siddique	121	6901094700	Communication & Notes Making

[Signature]
20/12/2021

Principal
Patharkandi College
L-Karinganj, Pin-788724

SKILL DEVELOPMENT CAPACITY BUILDING


B.A 1st Semester



SL No.	Name of the Candidate	Roll No	Mobile Number	Skill Name
1	Ruksana Begam		995798155	Computer
2	Rahela Begam		8822102381	Computer
3	Snigdha Paul			Tailoring
4	Sweety Paul		6002449748	Computer
5	Sazida Begam		8453809403	Computer
6	Tahmina Begam		8133926096	Computer
7	Fokrun Nessa		8638761521	Computer
8	Suma Begam		9859796274	Computer
9	Fatima Begam		6026647309	Computer
10	Nilufar Sultana		70997246203	Computer
11	Formana Begum		7002549344	Computer
12	Amina Begam		6901109797	Computer & Tailoring
13	Ruji Sultana		8453933464	Computer
14	Husiara Begum		9394737076	Computer
15	Forhana Khatun		9365074803	Computer
16	Husana Begum		7035789377	Computer
17	Julfa Begam		9366846487	Tailoring
18	Rajina parbin		9395230250	Tailoring
19	Bipasha Das		7099998682	Computer
20	Juhi Deb Nath		8638330023	Computer
21	Binita Suklabaidya		6000087208	Computer
22	Begam Marupa Parbin		9859708721	Computer
23	Rahela Begam		9954076602	Computer
24	Mst Wahida Ferdouse		7896448947	Computer
25	Hafsa Begam		9678007718	Tailoring
26	Shahida Yeasmin		8822392890	Tailoring
27	Rumpi Nath		9101992956	Tailoring
28	Saptami Chanda		9678491860	Tailoring
29	Payal Das		8453535011	Tailoring
30	Suniti Deb Nath		6002888077	Tailoring
31	Ranjita Bhowmik		9613253403	Tailoring
32	Barnali Sharma	96	6900660953	Tailoring
33	Rasna Begam	284	6900609584	Computer
34	Rani Sinha	421	9859166310	Tailoring
35	Divia Sinha	285	9954650284	Tailoring
36	Soniya Sinha	199	8822619842	Tailoring
37	Supriti Rajkumari	88	9707176761	Tailoring
38	Sharmila Sinha	118	8822556847	Tailoring
39	Sonti Roy	244	9132427709	Computer
40	Diya Das	136	7086434232	Computer
41	Diya Baidya	389	8812996872	Tailoring
42	Samima Akter Sarmin		9654452019	Computer
43	Rimpa Malakar	416	9954452019	Computer
44	Jasmina Begam		9954170363	Computer & Tailoring
45	Sahanara Begam		6003081692	Tailoring
46	Anisha Paul		8399035213	Computer soft skill & Tailoring
47	Ayesha Begam		6900988227	Computer soft skill & Tailoring
48	Shara Begam		6003298588	Computer soft skill & Tailoring
49	Sobita Nath		9859861715	Computer soft skill & Tailoring
50	Rajana Begum		6900076197	Computer soft skill & Tailoring

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	Name of the Candidate	Roll No	Mobile Number	Skill Name
51	Hasina Khanom		8471817322	Computer soft skill & Tailoring
52	Subharnath		6002248480	Computer soft skill & Tailoring
53	Dulahana Ferdouse			Computer soft skill & Tailoring
54	Nazmina Begom		9707492474	Computer soft skill & Tailoring
55	Subana Begam		7035974940	Computer soft skill & Tailoring
56	Begam Momina Bilkis		6001452168	Computer soft skill & Tailoring
57	Saptami Das		6002539150	Computer soft skill & Tailoring
58	Momota Deb		9854320771	Computer soft skill & Tailoring
59	Pipasa Deb Nath		9395602270	Computer soft skill & Tailoring
60	Miss Imrana Khanam		7086225009	Computer soft skill & Tailoring
61	Fatima Begam		6026647309	Computer soft skill & Tailoring
62	Nargish Akther		970746881	Computer soft skill & Tailoring
63	Mashuda Sultana		6001052744	Computer soft skill & Tailoring
64	Amina Begam		6901109797	Computer soft skill & Tailoring
65	Jasmina Begom		9954170368	Computer soft skill & Tailoring


Principal
Patharkandi College
L- Karimganj, Pin-733724