

## Training Structure

Sr.No	Course Year	Semester	Duration (In Hours)	Training Partner/Institute	Syllabus - Key Points	Outcome
1	F.Y.	1	24	O2 Breathing Brains	Introduction to life skills, Importance of basic human values in career, 28 Important Life Skills, Goal Setting, Digital Age Communication, (Email, WhatsApp, Skype, Teamviewer, LinkedIn, Quora, Blogging), Learning the roots of language, Phonics & Syllables, Spellings & Tongue Twisters, Punctuations, Learning the basics of words, Root Words, Frequency Words, Synonym & Antonym, Orientation, Need for Soft Skills, Career Awareness, Introduction of various exams, Attitude Building, Time Management	To identify your strength and make confident with your communication skills, Reskilling of Aptitude, Communication Skills & SWOT Analysis
		2	24	O2 Breathing Brains	Statistical Aptitude, Permutation & Combination, Probability, Interview Techniques, Preparation of Interview, On Interview preparation, Logical Reasoning, Number Series, Alphabet & Image Series, Analogies, Geometry & Mensuration, Geometry, Mensuration, Revision & Mock, GD, Resume, Mock Interviews	To identify your strength and make confident with your communication skills, Reskilling of Aptitude, Communication Skills & SWOT Analysis
2	S.Y.	3	24	O2 Breathing Brains	Basics of Communication, Body Language, Digital Age Communication, Learning the roots of language, Phonics and Syllables and Root Words, Frequency Words & Spellings, Listening & Comprehending, Stories, Discourse/ Interviews, Speaking, Group Discussions, JAM/ Role Play, Storytelling, Brainstorming, Narrations, Reading & Comprehending, Reading articles, research, reports, news, etc. Reading emails, biographies, etc., Sequencing the story & Removing sentence	Preparation for corporate environment & improvisation of problem solving techniques and SWOT Analysis
		4	24	O2 Breathing Brains	Fundamentals of grammar, Parts of Speech, Voice, Tense, Writing Skills, Email, Passage, Letter, Story/ Blog, Basic Aptitude, Percentage & Profit & Loss, Simple & Compound Interest, Average & Alligation, Ratio, Logical Reasoning, Blood Relation, Seating Arrangement, Pattern Completion, Functional English, Spotting Error/ Sentence Correction, One word Substitution, Parajumbles, Fill in the blanks, Article Based, Preposition Based, Vocabulary based, Cloze test	Preparation for corporate environment & improvisation of problem solving techniques and SWOT Analysis

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Sr.No	Course Year	Semester	Duration (In Hours)	Training Partner/Institute	Syllabus - Key Points	Outcome
3	T.Y.	5	24	o2 Breathing Brains & Apt-tech Academy	Project Management, Selection & Survey, Planning & Delegation, Execution & Testing, Report Writing & Presentation, Advanced Aptitude, Time, Rate & Work, Pipes & Cisterns, Factors & Cyclicity, Concept of Last Two Digit, Learning Relative Speed, Employability Skills, Resume Writing, Grooming & Etiquettes, Presentation Techniques, Logical Reasoning, Syllogism, Complex Arrangement, Direction Sense Test	To face the forthcoming placement
		6	24	o2 Breathing Brains, lead College & Apt-tech Academy	Statistical Aptitude, Permutation & Combination, Probability, Interview Techniques, Preparation of Interview, On Interview preparation, Logical Reasoning, Number Series, Alphabet & Image Series, Analogies, Geometry & Mensuration, Geometry, Mensuration, Revision & Mock, GD, Resume, Mock Interviews	To face the forthcoming placement
4	B.E.	7	24	GTT, Atos Syntel & Apt-tech Academy, Lead College	Company specific training, Improvisation of aptitude skills, Interview Preparation & Resume writing, Webinars, Counselling sessions	To map the organizational expectation with the existing competencies
		8	22	GTT, Atos Syntel & Apt-tech Academy, Lead College	Post Placement Training & Company Specific - TCS, Capgemini, Birlasoft & other companies	To map the organizational expectation with the existing competencies

Sign :

Dean III

Training & Placement Officer

Head, Training