2.11 Capacity Buliding of Students:







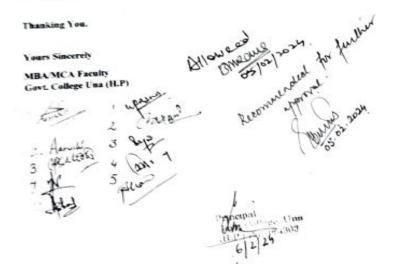
The Chairman-cum-Principal Gest, College, Una (H.P)

Subject: Permission to organize Workshop on Communication Skill for MBA/MCA Students.

Respected Sir.

With the respect we want to state that MBA/MCA Students have submitted written request for the Workshop on Communication Skill Development. We, also, consider that communication skills are essential for successful professional career. It aids in all aspects of life from professional life to personal life.

So we request you to consider the matter and provide permission to make necessary arrangements for the same.



Workshop on communication skill development

Name of the capacity development and skills enhancement program	Date of implementation (DD-MM-YYYY)	Number of students enrolled	Name of the agencies/consultants involved with contact details (if any)
	2023-2024		
	1. Language and communication skills		
Workshop on			
communication skill	8.2.2024 to		MBA and MCA Department with
development	3.4.2024	50	Lingua Franca
Workshop on	8.2.2024 to		MBA Department GC Una with
communication skill	3.4.2024		Lingua Franca



- > Interview Preparation with do's and don'ts
- > Mock Interviews

Fee to be charged in total (for 2 Batches for 2 months): %: 120000/- (One Lac Twenty Trousand)

50% Fee will be charged before the commencement of the classes and the balance 50% on the completion

Feel free to revert for further clarification on the same

Looking forward to a symbiotic association ahead

Manish JP Sharma

CEO/Communication Skills Trainer LINGUA FRANCA

Forment amount of RI Ce, test

Payment amount of RI Ce, test

(3MGUA FRANCA, "Neesharoth" Near Cemtral Barre of Impla. Main Basar, One 174300 (m.f.) Mob. 380593905, 7991091191

Our area of excellence includes: Spoken Dirights and effective communication skills, Personality dryesupment, (E.T.), visco & Accent Feining (American & British), Internew Projection Ex.

Subject to Una Jurisdiction



Dated: 02/01/2024

This is in reference to our conversation pertaining to the Communication Skith and Personality Development classes at Govt Post Graduate Degree College Lina (H.P.). Pease go through the proposal as Observed.

Proposal: For Communication Skills and Personality Development classes at Gost Post Graduate Degree College Una (H.P).

Class Duration: 1 Hour class per day for five days a week (Monday to Friday) for 2 months for one batch each

Total Duration: 2 Hours

Number of Batches: 2 (MBA and MCA)

Maximum Batch Strength: 50 Students.

Course Duration: 2 months.

Time. As per mutual convenience and agreement.

Operational Objective: To impart Communication Skills and Personality Development training to the students so as to develop their employable skills covering the fullowing modules.

Training Content will include:

- > Sentences used in delly life
- > Role plays for becoming conversational in real time
- > Jugging with tensors
- Model Applianes
- > Principles of effective communication, verbal and non-verbal communication
- Presentation skills/Teachbacks
- > Group Discussion

LINGUA FRANCA, "Nortkeitth" Next Central Bank of India, Main Salar, Una 274353 (N.P.) Andr. 380593793, 759291191.

Our area of accelence includes: Spoken English and effective communication (ART), Fersionality development, ISLES, Voice & Accent training (American & British), Hittoniew Proparation Est.

Subject to Ura Arrivolation