



# ST FRANCIS DE SALES COLLEGE

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Electronic City, Bengaluru - 100

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## A FRANSALIAN INSTITUTE OF HIGHER LEARNING

<b>Title</b>	<b>A Career Guidance Session on Technical Skills for Employability</b>
<b>Date of Event</b>	<b>February 22<sup>nd</sup>, 2023 (Wednesday)</b>
<b>Department/Association</b>	<b>Dept of Psychology &amp; Dept. of Economics, PG Centre in association with Desalite Skill Development cell</b>
<b>Venue</b>	<b>Room No PG004</b>
<b>Number of participants</b>	<b>19</b>
<b>Target Audience</b>	<b>M.Sc Psychology and M.A Economics Students</b>
<b>Place of visit/ details of Industrial Visit place (if applicable):</b>	<b>NA</b>
<b>Event Coordinator</b>	<b>Mrs Payel Roy</b>
<b>Resource Person &amp; details</b>	<b>Mrs Payel Roy Asst. Professor, Dept. of Psychology, PG Centre.</b>

**Objective:** The objective of the session is to equip students with the technical skills required for the job hunt.

### **REPORT:**

The agenda of the session was to equip students with the technical skills required for the job hunt. The session was conducted for M.Sc Psychology and M.Sc Economics students by Mrs. Payel Roy. The session aimed at introducing the students to the terms and differences in the terms which are required in the job sphere.

The session began with a basic understanding of the process of job hunting. The students were then introduced to the terms Resume, CV and biodata and the differences between the three. The students were taught the elements. The students were introduced to the different

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platforms that can be used for job hunt purposes such as Naukri, foundit, indeed, shine and linkdIn. The benefits of these were taught.

The students who didn't have Resumes made, were taught to work on the same on Canva. The different features that can be used for the same purpose. The ones who had their Resumes ready were given feedback on how to improve the same. The students were asked to mail the updated resumes. The students were also made to create their profiles on the job hunt platforms. The students were also introduced to the trending resume formats such as Video resume and the like. The session was for one hour and students were made to work on their laptops and implement the technical skills learned practically.

**Learning Outcome:**

The workshop gave a broad overview of technical skills required for job search or employability. The students understood the importance of internships, other achievements, and participation as it gives weightage in resumes. The students also understood how colorful and interactive resumes are trending and how that gives a better opportunity to get shortlisted.

Prepared by:

*Payel Roy*

Verified by:

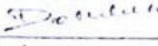
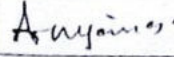
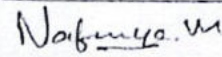
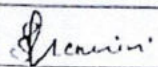
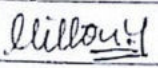
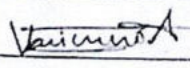
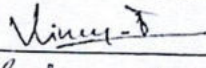
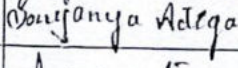
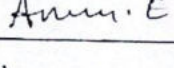
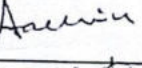

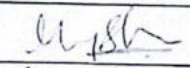
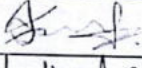
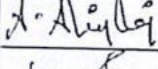
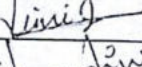
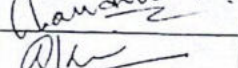
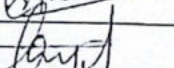
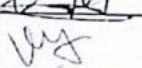

*[Signature]*  
**COORDINATOR**  
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St. Francis de Sales College  
Bengaluru - 560100

Approved by:

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**PRINCIPAL**  
St. Francis de Sales College  
Electronics City Post, Bangalore - 560 400

**ATTENDANCE SHEET**  
**TECHNICAL SKILLS FOR EMPLOYABILITY**

**Date: 22/02/2023**

Class	Name	Signature of Student
2 <sup>nd</sup> M.Sc Psychology	Deeksha K N	
2 <sup>nd</sup> M.Sc Psychology	Anjana Shaji	
2 <sup>nd</sup> M.Sc Psychology	Nafiya Fathima M	
2 <sup>nd</sup> M.Sc Psychology	Shalini M	
2 <sup>nd</sup> M.Sc Psychology	Baptist Milton	
2 <sup>nd</sup> M.Sc Psychology	Vaishnavi A	
2 <sup>nd</sup> M.Sc Psychology	Vincy Veronica T	
2 <sup>nd</sup> M.Sc Psychology	Sowjanya Adiga	
2 <sup>nd</sup> M.Sc Psychology	Ancy Alexander E	
2 <sup>nd</sup> M.Sc Psychology	Aashin Shajeev Keloth	
1 <sup>st</sup> M.Sc Psychology	Lekshmi Rajesh Nair	
1 <sup>st</sup> M.Sc Psychology	Bachan Bagsingh	
1 <sup>st</sup> M.Sc Psychology	Mercy SM	
1 <sup>st</sup> M.Sc Psychology	Shalini . Y	
1 <sup>st</sup> M.Sc Psychology	Alwin Raj	
1 <sup>st</sup> M.Sc Psychology	Vimi J Nershni	
1 <sup>st</sup> M.Sc Psychology	Chandini M	
1 <sup>st</sup> M.Sc Psychology	Sahil George Kujur	
1 <sup>st</sup> M.Sc Psychology	Jayashree R	
1 <sup>st</sup> M.A Economics	Vinay	

**Geo-tagged Photos:**

