



MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

Department of Management

Barclays Training Program– Connect With Work (CWW)

Organiser : Barclays & Rubicon Team

Date : October 6 -8 , 2021

Timings : 9:30 am – 4:30 pm

Venue : 7th Block, Room No 741-742 & 743-744

Faculty Coordinator : Dr Sukhvinder Singh

Maharaja Agrasen Institute of Technology, Department of Management organized three day training program from October 6th , 2021 to October 8th 2021 for MBA – III semester on **Connect with work program. Barclays “Connect with Work”** Program in collaboration with Rubicon as an implantation partner **and Rubicon Foundation** as an NGO partner aims at improving the employability skills of the youth. Under this program, students were trained by **Corporate Trainers** to enhance their life skills which would help them significantly to increase their chances of succeeding in a job interview. This program is being launched with a limited no of colleges in India.

Training Program Details:

The training was conducted by two trainers Mr Sushant Sharma & Mr Varun Khanna for two batches of MBA II year students 24 Hrs. of high impact training by expert on Soft Skills and Communication, topics are mentioned below

S.No	Topic	Learning Objectives	Duration
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1	Expectation setting	To learn Industry expectations from fresher's	1
2	Ice breaking	To know more about the trainer & candidates	1
3	Organizational Structure	To learn Organizational structure	2
4	SWOT Analysis	To identify their Strength/Weakness/Opportunities/ Threat	2
5	Corporate Jargons	To learn most commonly used words in corporates	1
6	Public Speaking	To eliminate stage fear	2
7	Presentation	Skills To articulate your thoughts through Power point presentation	2
8	E-mail Etiquette	To learn E-mail writing skills	2
9	Grooming	Dress to impress/ Proximity/ Personal hygiene	2
10	Body language	To learn positive body language	1
11	Telephone Etiquette	To handle telephonic round of interview/ To learn call mechanics	2
12	Group Discussion	To assess candidates' public speaking skills	2
13	Personal Interview	To perform well during interviews	4
Total			24

Three Day training program by industry expert on Soft Skills and Communication covered topics mentioned below

Day 1

Introducing the connect with work program

Expectation setting
Ice breaking
Organizational Structure
SWOT Analysis
Corporate Jargons

Day 2

Corporate Readiness

Public Speaking
Presentation
E-mail Etiquette
Grooming
Body language
Telephone Etiquette

Day 3

Personal Interviews and Group Discussion

Team Building Exercises
Group Discussion rules and enhance Public Speaking Skills
Tips to handle Interview and be able to create the right impression (Personal Interviews)

The session proved to be good learning and hand on experience for final year students seeking final placements.



