ABOUT INSTITUTION:

Global Institute of Engineering and Technology, Hyderabad, Telangana is affiliated to JNTUH & approved by AICTE. GIET was established in the year 2006 with a vision To produce technologically skilled Engineers of world class competency to address global challenges. GIET nurtures and supports a unique system of education structure on values and combines the tenets of the academic excellence with corporate professionalism. The primary objective at Global Institute of Engineering and Technology is to impart quality education which leads to quality living. Located at Moinabad, the sprawling campus spread over 28 acres of lush greenery creates the most conducive environment for education. GIET offers undergraduate programmes in ECE, EEE, CSE, CE, ME, AI & ML* and postgraduate programmes Embedded Systems & Structural Engineering.

The system of education at Global Institute of Engineering & Technology grooms the students to rise into professionals and leaders of high academic caliber with unblemished character. Dedicated, experienced and qualified faculty help in honing the skills of students at early level of their learning.
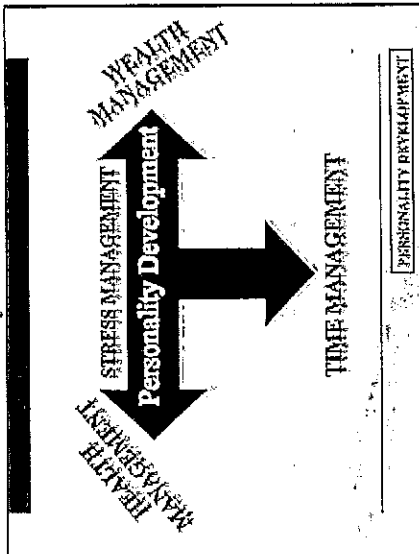
ABOUT THE DEPARTMENT:

The Department has the necessary infrastructural facilities required for imparting high-quality education and the department is fully structured to meet the contemporary needs of the industry. Imparting high-quality education is supported by well qualified and experienced faculty; further support is extended by technically skilled and competent programmers. Seminars, Workshops and Technical Symposia are conducted in the department to keep faculty and students updated with the latest developments in various technologies. The students in the department are moulded into competent software professionals, to face the challenges of the IT sector.

*Waiting for approval from AICTE & JNTUH

ABOUT THE FDP:

Personality development plays an essential role in reducing stress and conflicts not only at the workplace but also at homes and our personal lives. Personality development teaches an individual to smile even at the times of crisis or unwanted circumstances. People respond to stress differently. Personality development sessions help individuals deal with stress in a mature way.

TOPICS TO BE COVERED:

- Organizational Behavior in Government
- Overview and profile of Personality Development
- Communicating assertively while presenting.
- Motivation.
- Team Building and Trust Building
- Leadership.
- Conflict management and Problem Solving.
- Stress Management and Worklife Balance
- Time Management Skills Emotional intelligence, interpersonal effectiveness and positive thinking.
- Work culture, ethics and values in

Below are the means to help you with your self-reflection, self-verification:

1. Pre-FDP survey
Starts on 28/11/2018 and Ends on 05/12/2018
https://docs.google.com/forms/d/e/1FAIoQpSfY8nkCyb2y8ceQMlkw_FH95QpmdHvn2gTGTNBeV439rBgX2A/viewform?usp=sf link
This is a pre-requisite for participating in the FDP.

2. Attendance (automatic tracking of login time and intermittent "are-you-there" indicators) This FDP is like a sentence spoken over 6 days. Participation in all sessions is desirable to get all the proposals being put forth.

3. Responding to polls

4. Assignments day 1-2 (2 assignments)
a. Assignment 1
Starts on 10/12/2018 4PM and Ends on 11/12/2018 6AM
https://docs.google.com/forms/d/e/1FAIpQySj04nalCki-QCnGeNV_8oIuf1Fp5AfGVhSdg4tU1o0Ilwkv8A/viewform?usp=sf link
b. Assignment 2
Start on 11/12/2018 4PM and Ends on 12/12/2018 6AM
https://docs.google.com/forms/d/e/1FAIpQLSfcHn7ZI_JvegLeVGocq98trylpl66Nj_Cl33974NEGV89K5sw/viewform?usp=sf link

5. Feedback - Google Form
Start on 14/12/2018 4 PM and Ends on 15/12/2018 8 PM
https://docs.google.com/forms/d/e/1yAIpQLScMR-hSzv4vf7KtzlprwISXuwU88ZKh1BZIgvP7OpYjZarZAw/viewform?usp=sf link

GLOBAL INSTITUTE OF ENGINEERING & TECHNOLOGY

A One Week Faculty Development Programme On

"Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians"

(10th -15th Dec, 2018)

Organized by

DEPARTMENT OF COMPUTER SCIENCE & ENGINEERING

GLOBAL INSTITUTE OF ENGINEERING & TECHNOLOGY

How to Apply:

Interested teaching faculty are required to fill Registration Form online only through Google forms at the link

Registration should be done between 28/11/2018 to 05/12/2018

Limited Registrations First Come First Serve

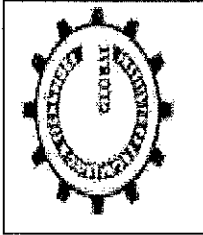Note: There is no registration fee for FDP.

WHO SHOULD ATTEND?

The program is designed for Non Teaching Faculty working in Institutions offering Technical Education.

For any query regarding this programme, please contact the following persons.

Ms. Shefali Singh,
Coordinator
Assistant Professor, Dept. of CSE
GIET, Hyderabad
Mobile: +91 9162734567
Email: iqac-giet.u6@gmail.com

Ms. G. Mounika
Assistant Professor, Dept. of CSE
GIET, Hyderabad
Mobile: +91 6303966879

ORGANIZING COMMITTEE:

Chief Patron:

Mr.K.M.Arifuddin
B.A, LLM
Secretary MEWS

Patrons:

1. Mr.K.M.Minhajuddin
   MBA
   Director-GPC
2. Mr. K M Fasihuddin,
   M.Tech
   Deputy Director GPC

Co-Patrons:

1. Prof. Ravindra Tiwari, Ph.D
   Dean-GPC
2. Prof. VVVS.Murthy, Ph.D
   Principal GIET
3. Mr.G.Ahmed Zeeshan
   BE., M.Tech., (Ph.D)., LMISTE
   Co ordinator IQAC

Coordinator: Ms. Shefali Singh
Asst.Prof, Dept of CSE

Committee Members:

1. Dr. Venkata Naga Ramesh — Prof, Dept. of CSE
2. Mr. Syed Mazharuddin — Assoc.Prof, Head Dept. of CSE
3. Mr. G.VenkataRamana Reddy — Asst. Prof,Dept. of CSE
4. Mrs.Lakshmi Lavanya — Assoc.Prof,Dept of CSE
5. Ms.Noore Ilahi — Asst.Prof,Dept of CSE
6. Mrs.Rayees Fathima — Asst.Prof.,Dept of CSE
7. Mr. Monachary — Asst.Prof, Dept. of CSE
8. Ms. Shefali Singh — Asst.Prof, Dept. of CSE
9. Ms. Rishitha — Asst.Prof, Dept. of CSE
10. Mr.Y.Maheshwar Reddy — Asst.Prof, Dept. of CSE
11. Ms. G.Mounika — Asst.Prof, Dept. of CSE
12. Ms. Sana Mateen — Asst.Prof, Dept. of CSE
13. Mr. Mohd. Sirajuddin — Asst.Prof, Dept. of CSE
14. Mrs. M.Shirisha — Asst.Prof, Dept. of CSE
15. Ms. K. Mamatha Vani — Asst.Prof, Dept. of CSE
16. Ms.Sweta Acharya — Asst.Prof, Dept. of CSE
17. Ms.Shabina Parbin Sheikh — Asst.Prof, Dept. of CSE
18. Mr.Shaik Sharif — Asst.Prof,Dept.of CSE

GLOBAL
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Phone: 8790101015/9985096961
e-mail: principal.giet.u6@gmail.com

JNTUH Code(U6)   CIVIL – CSE – MECH – ECE – EEE – MBA – M.Tech.   EAMCET Code– GLOB

Department of Computer Science and Engineering

Mr.Syed Mazharuddin

B.Tech,M.Tech, (Ph.D)

Assistant Professor & Head

Lr.No: CSE/STAFF/FDP-PDSM/2018/11/01

Date: 05/11/2018

To

The Principal
GIET

Sir,

Sub: Hosting a One Week Faculty Development Programme **on Personality Development and Stress**

Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.– Reg.

The Department of Computer Science Engineering is planning to host a One Week Faculty Development Programme on Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians from 10/12/2018 to 15/12/2018 in Room No. 23. Kindly accord approval so as to make necessary arrangements for hosting a One Week FDP Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.

Thanking you.

Oll
Permitted

HEAD
Department of Computer Science & Engg.
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.T.S.-501504

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JNTUH Code(U6)	CIVIL – CSE – MECH – ECE – EEE – MBA – M.Tech.	EAMCET Code– GLOB

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Mr.Syed Mazharuddin
B.Tech,M.Tech(PhD).
Assistant Professor & Head

Date: 08/11/2018

Circular

The Department of Computer Science and Engineering is hosting **A One Week FDP on Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians** in   Room No. 23 from 10th Dec - 15th Dec 2018. All the Non-Teaching Faculties are hereby informed to register for the course on or before 10th Dec 2018. The Coordinator for the course is Ms. Shefali Singh Assistant Professor and Department of CSE.

HEAD
HEAD
Department of Computer Science & Engg
Global Institute of Engineering & Technolog
Chilkur (V)., Moinabad (M)., R.R. Dist.T.S.-50150

Cc to:
Principal
Mentors
Training & Placement Cell
Notice board
File

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Department of Computer Science and Engineering

A One Week FDP

On

Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.

(10th-15th Dec, 2018)
PROGRAMME SCHEDULE

	TIME	SESSION	SPEAKER
Day 1	02:00 PM - 03:00 PM	Inaguration	Mr.Syed Mazharuddin Assistant Professor,Hod,Dept of Cse.
	03:00 PM - 04:00 PM	Overview and profile of Personality Development ,Organizational Behavior in Government.	Mr.Abhishek Sannidhi – corporate Trainer & Strategist
	TIME	SESSION	SPEAKER
Day 2	02:00 PM - 04:00 PM	Communicating assertively while presenting ,Motivation.	Mr.Abhishek Sannidhi - corporate Trainer & Strategist
	TIME	SESSION	SPEAKER
Day 3	02:00 PM - 4:00 PM	Team Building and Trust Building ,Leadership.	Mr.Abhishek Sannidhi - corporate Trainer & Strategist
	TIME	SESSION	SPEAKER
Day 4	02:00 PM - 4:00 PM	Conflict management and Problem Solving, Stress Management and Worklife Balance.	Mr.Abhishek Sannidhi - corporate Trainer & Strategist
	TIME	SESSION	SPEAKER
Day 5	02:00 PM - 4:00 PM	Time Management Skills ,Emotional intelligence, interpersonal effectiveness and positive thinking.	Mr.Abhishek Sannidhi - corporate Trainer & Strategist

Day 6	TIME	SESSION	SPEAKER
	02:00 PM - 4:00 PM	Work culture, ethics and values in organisations.	Mr.Abhishek Sannidhi - Psychological Trainer & Strategist
	TIME	SESSION	SPEAKER
	04:00 PM -05:00 PM	Valedictory	

Coordinator
Ms.Shefali Singh
Assistant Professor
Department of CSE

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JNTUH Code(U6)   CIVIL – CSE – MECH – ECE – EEE – MBA – M.Tech.   EAMCET Code– GLOB

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
A One Week Faculty Development Programme
On
Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.
(10th-15th Dec, 2018)
LIST OF PARTICIPANTS

S. NO	NAME OF THE PARTICIPANT	DESIGNATION
1	Mr. Syed Arif Hussain	Accountant
2	Mr. P. Suresh	A.O.
3	Mr. Shaik Abdul Jabbar	Office Asst.
4	Mr. Imran Khan	Accountant
5	Mr. Venkata Reddy . R	Librarian
6	Mr. Mahmood Ali	Office Asst.
7	Mr. Shaik Mohammed	R.O
8	Mr. Abdul Muqtadir	System Admin.
9	Mr. Khaja Moinuddin	Lab Asst.
10	Mr. Syed Asadullah Quadari	ECE Lab Asst.
11	Mr. Mohd Abdul Moyeed	CSE Lab Asst.
12	Mr. V. Sudhakar	MECH Lab Asst.
13	Mr. K. Priya Sagar	CSE Lab Asst.
14	Mr. K. Krishna	office Asst.
15	Mr. Mohammed Younus	Physical Director
16	Mr. M. Rajagopal	EEE Lab Asst.
17	Mr. G.Narsing Rao	Lab Asst. (Mech.)
18	Mr. K. Prashanth Kumar	Lab Asst. (Mech.)
19	Mr. J. Sainath	Exam Branch
20	Mr. G. Sai Ram	ECE Lab Asst.
21	Mr. MD. Sarfaraz	CSE Lab Asst.
22	Mr.Kiran kumar	MECH Lab Asst
23	Mr. N. Bhargavi	CIVI La b Asst.
24	Mr.C.Lakshmi	EEE Lab Asst.(ECE)
25	Mrs. M. Tanuja	Lab Asst.(H&S)

Coordinator
Ms. Shefali Singh
Assistant Proffesor
Department of CSE

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
A One Week Faculty Development Programme
On
Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.
(10th-15th Dec, 2018)
REGISTRATION FORM
(Please Fill in CAPITAL LETTERS)

Name : SYED ASADULLA QUADR.

Designation : ECE Lab Asst

Department : ECE

E-mail : Quadri75@gmail.com

Phone No : 9666200174

Signature of Participant

For Office use only

Approved/ Not Approved

Signature of Coordinator

GLOBAL
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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
A One Week Faculty Development Programme
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Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.
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REGISTRATION FORM
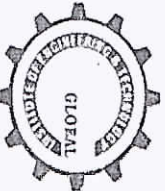(Please Fill in CAPITAL LETTERS)

Name : M-Rajagopal

Designation : EEE Lab Asst

Department : EEE

E-mail : mrajgopalu@gmail.com

Phone No : 9493208450

Signature of Participant

For Office use only

Department of Computer Science and Engineering
A One Week Faculty Development Programme
on
"Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians"
(10th -15th Dec, 2018)

__FACULTY ATTENDANCE SHEET__

S.No	Name of the Participant	Designation	Day-1 (10/12/2018) FN	Day-1 (10/12/2018) AN	Day-2 (11/12/2018) FN	Day-2 (11/12/2018) AN	Day-3 (12/08/2018) FN	Day-3 (12/08/2018) AN	Day-4 (13/05/2018) FN	Day-4 (13/05/2018) AN	Day-5 (14/05/2018) FN	Day-5 (14/05/2018) AN	Day-6 (15/05/2018) FN	Day-6 (15/05/2018) AN
1	Mr. Syed Arif Hussain	Accountant												
2	Mr. P. Suresh	A.O.												
3	Mr. Shaik Abdul Jabbar	Office Asst.												
4	Mr. Imran Khan	Accountant												

Coordinator

Department of Computer Science and Engineering
A One Week Faculty Development Programme
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FACULTY ATTENDANCE SHEET

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5	Mr.RVenkata Reddy	Librarian												
6	Mr. Mahmood Ali	Office Asst.												
7	Mr. Shaik Mohammed	R.O												
8	Mr. Abdul Muqtadir	System Admin.												
9	Mr. Khaja Moinuddin	Lab Asst.												

Coordinator

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JNTUH Code(U6)   CIVIL – CSE – MECH – ECE – EEE – MBA – M.Tech.   EAMCET Code– GLOB

Department of Computer Science and Engineering
A One Week Faculty Development Programme
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FACULTY ATTENDANCE SHEET

S.No	Name of the Participant	Designation		Day-1 (10/12/2018)		Day-2 (11/12/2018)		Day-3 (12/08/2018)		Day-4 (13/05/2018)		Day-5 (14/05/2018)		Day-6 (15/05/2018)	
				FN	AN	FN	AN	FN	AN	FN	AN	FN	AN	FN	AN
10	Mr. Syed Asadullah Quadari	ECE Asst. Lab		Asad	Asad	Asad	Asad	Asad	Asad	Asad	Asad	Asad	Asad		Asad
11	Mr. Mohd Abdul Moyeed	CSE Asst. Lab		moyed	moyed	moyed	moyed	moyed	moyed	moyed	moyed	moyed	moyed	moyed	moyed
12	Mr. V. Sudhakar	MECH Asst. Lab													
13	Mr. K. Priya Sagar	CSE Asst. Lab		Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar	Sagar

Coordinator

Head of the Department

Principal

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FACULTY ATTENDANCE SHEET

S.No	Name of the Participant	Designation	Signatures											
			Day-1 (10/12/2018)		Day-2 (11/12/2018)		Day-3 (12/08/2018)		Day-4 (13/05/2018)		Day-5 (14/05/2018)		Day-6 (15/05/2018)	
			FN	AN	FN	AN	FN	AN	FN	AN	FN	AN	FN	AN
14	Mr. K. Krishna	office Asst.												
15	Mr. Mohammed Younus	Physical Director												
16	Mr. M. Rajagopal	EEE Lab Asst.												
17	Mr. G.Narsing Rao	Lab Asst. (Mech.)												

Coordinator

Head of the Department
Department of Computer Science & Engg.
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.TS-501501

Principal
Department of Computer Science & Engg.
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.TS-501501

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S.No	Name of the Participant	Designation	Day-1 (10/12/2018) FN	Day-1 AN	Day-2 (11/12/2018) FN	Day-2 AN	Day-3 (12/08/2018) FN	Day-3 AN	Day-4 (13/05/2018) FN	Day-4 AN	Day-5 (14/05/2018) FN	Day-5 AN	Day-6 (15/05/2018) FN	Day-6 AN
18	Mr. K. Prashanth Kumar	Lab Asst. (Mech.)												
19	Mr. J. Sainath	Exam Branch												
20	Mr. G. Sai Ram	Lab Asst. (Civil)												
21	Mr. MD. Sarfaraz	Lab Asst. (CIVIL)												

Coordinator

Head of the Department
Department of Computer Science & Engg,
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.T.S.-501504

HEAD
Head of the Department
Department of Engineering & Technology
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.T.S.-501504

PRINCIPAL
Principal
Global Institute of Engineering & Technology
Chilkur (V)., Moinabad (M)., R.R. Dist.T.S.-501504

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Department of Computer Science and Engineering
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FACULTY ATTENDANCE SHEET

S.No	Name of the Participant	Designation	Day-1 (10/12/2018) FN	Day-1 AN	Day-2 (11/12/2018) FN	Day-2 AN	Day-3 (12/08/2018) FN	Day-3 AN	Day-4 (13/05/2018) FN	Day-4 AN	Day-5 (14/05/2018) FN	Day-5 AN	Day-6 (15/05/2018) FN	Day-6 AN
22	Mr.Kiran kumar	Assistant Professor												
23	Mr. N. Bhargavi	Assistant Professor												
24	Mr.C.Lakshmi	Assistant Professor												
25	Mrs. M. Tanuja	Assistant Professor												

Coordinator

HEAD
Dep. Head of the Department
Global Institute of Engineering & Technology
Chilkur (V), Moinabad (M), R.R. Dist. T.S.-501504

Principal
Global Institute of Engineering & Technology
Chilkur (V), Moinabad (M), R.R. Dist. T.S.-501504

HEAD
Department of Computer Science & Engg.
Global Institute of Engineering & Technology
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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
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FEEDBACK FORM

Please valuate your rating of the course by placing a tick in the appropriate box.
1. Poor 2. Satisfactory 3. Good 4. Very good 5. Excellent

Department: Computer Science & Engineering   Date: 15-12-2018

ASPECTS	RATING				
	Excellent 5	Very good 4	Good 3	Satisfactory 2	Poor 1
Relevance of contents	✓				
Trainer was knowledgeable and skillful	✓				
Quality of input provided		✓			
Quality of presentations	✓				
Adherence to the time schedule	✓				
Opportunity given to participant to clear doubts	✓				
Identify ways to build on current skills and knowledge	✓				
Overall learning experience	✓				

How has the course enhanced your skills or understanding of this topic?

Good

Specify problems faced by you during the course?

Good

A REPORT

ON

One Week FDP

on

Personality Development and Stress Management Training for Non-Teaching, Administrative and Finance Staff, Librarians.

The CSE Department has arranged a One Week FDP on "Personality Development and Stress Management Training for faculty of CSE Department from 10th Dec– 15th Dec, 2018 in the campus. The FDP was scheduled between 02:00 PM to 04:00 PM Hrs. Total 25 Faculties Participated.

The Program objectives are that the growth of a student would be complete when the surrounding facilitators both in academic, practical and administration all contribute in the development of the student and make him more successful so not only the teaching but non-teaching staff also has important role to play. From our experience we observe that only teaching staff or the faculty alone get some training inputs, but there is a definite lack of training for the non-teaching staff, Administrative Staff and Technicians, this can result in the imbalance in the students growth, so it is recommended that for the best values that the college or Institution can get only when the training is ensured for both teaching and non-teaching staff. An all round personality equipped with appropriate knowledge, skills and attitudes is a pre-requisite for becoming a successful leader. A positive and pleasant personality will ensure that he / she is able to motivate, inspire and lead the team / department / organisation towards performance excellence.

Hence, the compelling need in all organisations to develop an all round personality in its employees especially the managerial cadres so that it can contribute to efficient, effective and productive functioning at all levels of management. For developing one's personality, an open

mind, a positive attitude and a learning temperament are essential. By developing ones personality, the ability to handle people, situations and tasks is facilitated, which is the major attribute that is sought after by all employees.

The main objectives of the programme are to create awareness regarding importance and impact of Personality Development on organizations ,To trace the various attributes by way of knowledge, skills and attitudinal changes required to develop the personality. To prepare an action plan and to highlight measures to inculcate these attributes in the Professionals. This module of training for both non-teaching staff, Administrative Staff and Librarians recommended by us is gaining immensely popularity and purposeful.

Day 1:

The first day of the FDP initiated with the motivating speech of Dr. VVVS.Murthy, Principal, Global Institute of Engineering and Technology, followed by the discussion of its importance for the faculty by Mr.Syed Mazharuddin (HOD) of our department. The coordinator of this occasion, Ms.Shefali Singh, Assistant Professor, Department of CSE welcomed the gathering. Followed by this, our Resource Person, Mr.Abhishek Sannidhi Psychological Trainer & Strategist delivered her inaugural and introductory speech.

The   session started immediately after inauguration, he spoke about the Overview and profile of Personality Development that **Personality development** encompasses the dynamic construction and deconstruction of integrative characteristics that distinguish an individual in terms of interpersonal behavioral traits.Personality development is ever-changing and subject to contextual factors and life-altering experiences. Personality development is also dimensional in description and subjective in nature.That is, personality development can be seen as a continuum varying in degrees of intensity and change. It is subjective in nature because its conceptualization irooted in social norms of expected behavior, self-expression, and personal growth.He Spoke about the Organizational Behavior in Government i.e Organisational Behavior of the Circle of Public

Administration and Governance Students. Organizational behavior is the study of the many factors that have an impact on how people and groups act, think, feel and respond to work and organizations, and how organizations respond to their environments.

Day 2:

The second day session was on Communicating assertively he spoke about What are the 3 C's of assertive communication?What Are The 3 C's Of Assertive Communication? Confidence – you believe in your ability to handle a situation. Clear – the message you have is clear and easy to understand. Controlled – you deliver information in a calm and controlled manner.He spoke about how to present any of the presentation and motivating them to present effectively.

Day 3:

On third day, session was on Team Building and Trust Building ,He spoke about 10 team bulding and 10 trust building concepts He also spoke about Leadership qualities how each should have and how to bulid the team and managing it effectively.

Day 4:

The Fourth day session was on Conflict management and Problem Solving, he spoke about Why is problem solving and conflict management important?There are many benefits to having people leaders effectively trained in problem solving and conflict management:Helps ensure perceptions of fairness are sustained.Keeps team morale high.Enhances the likelihood that conflictbecomes productive. Workers are consistently held accountable for their actions.Challenges can be addressed and resolved effectively. Risk of more serious workplace issues is reduced.The need for stress-related absences is reduced. He spoke about Stress Management and Worklife Balance.

Day 5:

The Fifth day session was on Time Management Skills ,and what are the effective skills in Time Management .He spoke about Emotional intelligence that it is a measure of how well we

understand our emotions and ... Self-motivation and personal time management are key skills in this area.,He also spoke about interpersonal effectiveness and positive thinking

Day 6:

The Sixth day session was on Work culture, ethics and values in organisations. He said Work culture is defined as the cumulative effect that leadership practices, employee behavior, workplace amenities, and organizational policies create on a worker/internal stakeholder. It can be measured as either positive or negative work culture." The FDP was concluded by Valedictory followed by feedback and certificate distribution to the participants.
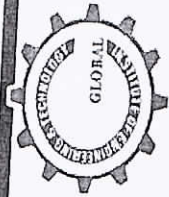

Coordinator

Ms.Shefali Singh

Assistant Professor

Department of CSE

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DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING
A One Week Faculty Development Program
On

Personality Development and Stress Management

(10th – 15th Dec 2018)

CERTIFICATE OF PARTICIPATION

This is to certify that Ms./Mr. _____ P. SURESH _____ has actively

participated in One Week Faculty Development Program on "Personality Development and Stress Management " held

from 10th Dec 2018 to 15th Dec 2018 at Global Institute of Engineering and Technology.

Coordinator
Ms.Shefali Singh

Head of the Department
Mr.Syed Mazharuddin

P Principal
Global Institute of Engineering & Tech
Dr.VVVS.Murthy
Chilkur (V), Moinabad (M)
R. R. Dist