



THE FINISHING SCHOOL
Department of Management Studies



BATCH – MBA Ist Year (2023-25)

INTRODUCTION

THE FINISHING SCHOOL was founded in 2020 by Dr. Akhilesh Mishra, Head of the Department of Management Studies (DMS), with the objective of preparing students for the corporate world. Our unique program, "THE FINISHING SCHOOL," aims to provide students with the necessary skills and knowledge to excel in their professional careers. We focus on social grooming, cultural intelligence, and all-around personality development, while also providing training in technical skills, social and business etiquettes, international protocols, decision-making, smart work, and life balance. Our ultimate goal is to shape individuals who will become future leaders in the corporate world. The Finishing School is dedicated to equipping students with the essential requirements and enhancing their employability.

AIM's AND OBJECTIVES

The primary goals and objectives of THE FINISHING SCHOOL at DMS are to cultivate and nurture the potential of our aspiring professionals, molding them into exceptional leaders of the future. In today's competitive corporate landscape, world-class companies seek individuals with exceptional leadership qualities, strong communication skills, and effective project management abilities. The Finishing School program empowers students to gain a competitive edge by honing and refining these essential skills, ultimately boosting their confidence, competence, and marketability in the job market.

- To inculcate leadership, communication, participative, team spirit and soft skills in the learners.
- How power and confidence can efficiently be used to shape the image of a person.
- To instill self-belief within the students and make them ready to face any recruitment exam and interviews is the prime focus of finishing school.
- Establishing positive thinking, improving focus and creativity.
- To organize national events.
- To overcome the fear of first impression and create a positive impact.

Syllabus

Semester 2

	Topics and Sub-Topics	Faculty In-Charge
Module 1	Decodin the Gestures- Understanding non-verbal communications and improving intercultural competence.	Dr. Anju
	Schedule Optimization- Improving decision making, prioritizing tasks, efficient resource utilization and reducing stress.	
	Story Making- Enhancing creativity, language proficiency and presentation skills.	
	Leadership Development- Fostering strategic thinking, problem solving, emotional intelligence and conflict resolution.	
	Team Building- Encouraging open communication, building trust and promoting collaboration.	
Module 2	Listening and Reading Skills	Dr. Vikas Tyagi
	Anchoring	
	Workshop on Case Method	
	Critical Thinking Skills	
Module 3	Negotiations	Mr. Ravi Koul
	Top 10 Values Employers look for in Employees	
	Role Plays in different scenarios	
	Reliability "The Power of Reliability in the Workplace"	
	Teamwork: Ability to collaborate effectively with colleagues to achieve common goals.	
	Communication Skills -Clear and concise expression of ideas	
	Integrity -Title: "Upholding Excellence: The Pillars of Integrity"	
	Initiative -Title: "Seizing Opportunities: The Power of Initiative" Introduction	

	Problem-Solving- "Navigating Challenges: The Art of Problem-Solving"	
	Creativity- "Unleashing Imagination: The Power of Creativity"	
	Resilience- "Rising Strong: The Power of Resilience"	
	Embracing Change: The Power of Adaptability"	
	Leadership- Title: "Guiding the Way: The Essence of Leadership"	

Tentative Schedule for 2nd Semester (Jan-May, 2024)

Faculty /Section	Section A	Section B	Section C
Dr. Anju	8 th Jan-15 th Feb, 24	16 th Feb-25 th March, 24	26 th March-21 st April, 24
Dr. Vikas Tyagi	16 th Feb-25 th March, 24	26 th March-21 st April, 24	8 th Jan-15 th Feb, 24
Mr. Ravi Koul	26 th March-21 st April, 24	8 th Jan-15 th Feb, 24	16 th Feb-25 th March, 24

ACTIVITY 1

Event Report: The Power of Strategic Resolutions

Event Details

- Topic: The Power of Strategic Resolutions
- Date: January 17, 2024 and January 19, 2024.
- Venue: G Block, Room No. 506
- Speaker: Dr. Vikas Kumar Tyagi, Assistant Professor, Department of Management Studies

Objectives

The primary objective of the event was to educate MBA students on the importance of setting and achieving strategic resolutions. The session aimed to: Enhance students' self-esteem and interpersonal skills. Promote consistency and discipline in daily activities. Encourage students to set realistic and achievable goals. Provide strategies for overcoming weaknesses and building on strengths. Motivate students to adopt a mindset of continuous improvement.



Event Process

Expert Talk

The session commenced with an insightful talk by Dr. Vikas Kumar Tyagi. He emphasized the significance of resolutions in personal and professional development. Key points discussed included:



- Incremental Improvements: Achieving substantial progress through small, consistent efforts.
- Self-Belief: Building a strong mental image and confidence in one's abilities.
- Example of Dashrath Manjhi: Demonstrating that consistent effort can overcome seemingly insurmountable challenges.

- Beyond the Box Thinking: Encouraging creativity and innovation in goal-setting.
- Continuous Improvement: Focusing on personal growth rather than perfection.
- Resume Enhancement: Suggesting skills to improve employability and career prospects.
- Resolution Tips: Practical advice on setting and maintaining resolutions.

Follow-Up Activities

The event included a practical follow-up class to reinforce the learnings from the expert talk. The activities were designed to engage students actively and help them apply the concepts discussed.



Activity Rounds

1. Self-Assessment Speech:

- Students delivered a one-minute speech outlining their strengths and weaknesses.
- Each student shared their plans for addressing their weaknesses.

2. Peer Advice Session:

- Participants advised each other on strategies to improve their weaknesses.
- The collaborative environment encouraged multiple recommendations and constructive feedback.

Outcomes

- Engagement: 34 students attended the expert talk, and 32 participated in the follow-up activities.
- Skill Development: Students practiced public speaking, self-assessment, and peer-to-peer learning.
- Resolution Setting: Many students committed to resolutions such as waking up early, eating healthy, reducing social media usage, and reading more.
- Prizes and Recognition: Winners of the activities received chocolates and other prizes, fostering a sense of accomplishment and motivation.
- Learnings and Impact were: Consistency: Small, daily efforts lead to significant long-term improvements. Self-Improvement: Commitment to becoming a better version of oneself each day. Confidence Boost: Successfully achieving resolutions boosts self-esteem and confidence.

Results of the event

Position	Roll no.	Name
1	230255	ANU AHLAWAT
2	230227	KHUSHBOO
3	230224	ANSHIKA
4	230200	MOHINI PANDAY
5	230223	SNEHA JINDAL

ACTIVITY 2

Event Report: The Art of Negotiation

- Topic: The Art of Negotiation
- Date: January 29, 2024 and January 31, 2024.
- Venue: G Block, Room No. 506
- Speaker: Dr. Vikas Kumar Tyagi, Assistant Professor, Department of Management Studies



Skills Focused

Negotiation is a multifaceted talent encompassing communication, organization, persuasion, active listening, and more. It helps students develop team-building skills, learn to observe situations, and think creatively. The art of persuasion and influencing others is a lifelong asset. Through negotiation, students can handle conflicts effectively, listen actively, and remain patient. It is a skill that improves with practice and, when done well, brings satisfaction and confidence.

Objective

Students should be encouraged to "promote a negotiated mindset," which is crucial in both the workplace and daily life. Those lacking negotiation skills may be disadvantaged. To thrive in the real world and improve their communication and problem-solving abilities, students must learn how to negotiate. Negotiation teaches them to advocate for themselves and others and to reach mutually beneficial agreements. Developing negotiation skills gives students a sense of fulfilment and is essential in today's world.

Expert Talk

Dr. Vikas Kumar Tyagi began the session with an overview of negotiation, highlighting its frequent use and the common lack of understanding of how to negotiate effectively. He outlined the qualities of a skilled negotiator, emphasizing that information is a negotiator's most powerful tool. Using a diagram, he explained the importance of logos (logic, reason, and proof), ethos (building trust), and pathos (emotion). Together, these elements contribute to successful negotiation.

Dr. Tyagi also stressed the importance of interest-oriented negotiation over position-focused negotiation, illustrated with an anecdote about three people wanting different parts of a single pumpkin. This story emphasized finding solutions based on the needs of all parties involved. He taught the value of patience and silence in negotiation, urging students to avoid

rushing and to demonstrate a lack of desperation.



Follow-Up Class

Dr. Tyagi showed a video of toddlers negotiating and asked students to choose their favourite negotiator and explain why. This task highlighted different perspectives and helped students understand negotiation from various angles.

In the next assignment, groups of five students were given a scenario where they had to argue why they deserved to keep their jobs over a more productive machine. Each student had two minutes to present their case. This challenging and engaging activity helped students apply negotiation skills in a practical context.

Learnings

Key lessons included understanding the product or service, exercising patience, and practicing skills like communication, observation, problem-solving, and active listening. These skills help students negotiate effectively and find win-win solutions. The session on negotiation equipped students with essential skills and practical knowledge. The activities and expert insights motivated students to practice and improve their negotiation abilities, preparing them for real-world challenges. The event successfully highlighted the importance of negotiation and its application in personal and professional life.

Attendance: 28 students attended the expert talk, and 29 students took part in the subsequent class.

Result:

All 29 students were asked to speak on the issue and were evaluated based on their presentations.

Evaluation sheet of students

S.No.	Roll No.	Name	Marks
1	230181	SAKSHI GOEL	8
2	230196	PRINCE VERMA	9

3	230200	MOHINI PANDAY	6
4	230202	MANSI	10
5	230203	SHUBHAM	10
6	230204	SHIVAM	7
7	230206	SNEHA JAIN	10
8	230207	LISHA	6
9	230210	RIYA JINDAL	7
10	230214	RAHUL	8
11	230216	RIYA BANSAL	9
12	230217	SAKSHI	10
13	230219	NITIN SHARMA	6
14	230220	KOMAL	6
15	230223	SNEHA JINDAL	7
16	230229	PIYUSH BHARDWAJ	10
17	230230	NEHA	9
18	230239	MEHAK MITTAL	7
19	230240	NITIN KUMAR	9
20	230243	DIKSHA	9
21	230244	KOMAL	6
22	230245	PRACHI	10
23	230246	SOHIT KUMAR	7
24	230253	JANVI	7
25	230255	ANU AHLAWAT	7
26	230256	PAYAL SHARMA	7
27	230259	SNEHA	8
28	230260	SUMIT	8
29	230273	ANKUSH	8

ACTIVITY 3

WORKSHOP ON CASE METHOD

Event Report: Workshop on Case Method

Topic: Workshop on Case Method

Date: February 07, 2024

Venue: Career and Placement Cell, Admin Block, First Floor

Speaker: Dr. Vikas Kumar Tyagi, Assistant Professor, Department of Management Studies

Skills Focused:

This workshop, organized by The Finishing School, DMS, PIET, aimed to increase awareness about the value of the Case Method in learning, particularly in management education. It also aimed to establish and propagate best practices for developing and using cases in management education.



Objective:

The workshop highlighted the importance of the Case Method in education. It was designed for individuals interested in employing case studies as a teaching method and those involved in the research and development of such cases.

Workshop Outline:

In the first half of the workshop, participants learned the theory behind generating a good case study and the guiding principles of writing case studies. This segment aimed to equip participants with the skills necessary for developing and writing effective case studies. Topics covered included the Case Method approach, essential skills for case writing, case structures, dos and don'ts of writing cases, and the benefits of case writing.

The second half of the workshop focused on drafting case studies and discussing them in a classroom setting through hands-on practice. The session explored the fundamentals of effectively leading a discussion in case study analysis. Participants faced challenges they likely had not encountered before, and the class provided an opportunity to present their ideas to classmates using the provided case studies.

Learnings:



Participants gained a comprehensive understanding of the Case Method, including how to develop and write effective case studies. They practiced leading discussions and presenting their ideas, enhancing their analytical, writing, and presentation skills crucial for management education.

Attendance:

A total of 84 students from the Department of Management Studies participated in the event and the students with best ideas were also rewarded.



ACTIVITY 4

Event Report: Presentation Skills

Topic: Lecture and activity on Presentation Skills

Date: February 14, 2024 and February 16, 2024

Venue: D-Block Seminar Hall

Speaker: Dr. Vikas Kumar Tyagi, Assistant Professor, Department of Management Studies.

The event was judged by Ms. Ashima Thakur from the Department of Business Studies.



Skills Focused:

The workshop focused on enhancing key skills such as presentation skills, team collaboration, and effective communication.

Objective:

The primary objective of the workshop was to equip students with the skills needed to create and deliver effective presentations, fostering confidence and competence in public speaking.

Workshop Outline:

The workshop began with a 30-minute lecture by Dr. Vikas Kumar Tyagi, who provided insights on how to prepare and deliver impactful presentations. He covered essential elements such as structuring content, using visual aids, engaging the audience, and handling questions.

Following the lecture, students were divided into teams and each team presented their pre-prepared presentations. Each team was given 3 minutes to present, allowing for practical application of the concepts learned.

Learnings and Outcomes:

Students gained hands-on experience in creating and delivering presentations within a team setting. They practiced managing their time effectively, collaborating with team members, and communicating their ideas clearly and confidently. This practical exercise helped reinforce the theoretical knowledge shared during the lecture.



Attendance:

The event was attended by all 41 students, with each student participating in the presentation sessions on one of the scheduled days.

Evaluation sheet

Topic Name	Roll no.	Name	Marks by Dr. Vikas	Marks by Ms. Ashima	Total Score
Effective Communication Strategies	230273	ANKUSH	7	7	14
	230221	SHREYA			
	230203	SHUBHAM			
Conflict Resolution Techniques	230209	HITESH	7	8	15
	230243	DIKSHA			
	230206	SNEHA JAIN			
Leadership and Team Building	230194	SHIPRA	9	9	18
	230240	NITIN KUMAR			
	230220	KOMAL			
Time Management Skills	230192	AAKASH ANIL	8	8	16
	230237	PRERNA			
	230214	RAHUL			
Emotional Intelligence at	230230	NEHA	10	9	19
	230212	KUSH			

Topic Name	Roll no.	Name	Marks by Dr. Vikas	Marks by Ms. Ashima	Total Score
Work		PRUTHI			
	230202	MANSI			
Persuasive Speaking Techniques	230219	NITIN SHARMA	6	7	13
	230246	SOHIT KUMAR			
	230233	MEENAL			
Active Listening Skills	230181	SAKSHI GOEL	10	9	19
	230223	SNEHA JINDAL			
	230244	KOMAL			
Creative Problem Solving	230222	HIMANSHU	8	8	16
	230239	MEHAK MITTAL			
	230210	RIYA JINDAL			
Creative Problem Solving	230229	PIYUSH BHARDWAJ	9	9	18
	230207	LISHA			
	230216	RIYA BANSAL			
Public Speaking Confidence	230201	SONAM	9	9	18
	230256	PAYAL SHARMA			
	230259	SNEHA			
Public Speaking Confidence	230196	PRINCE VERMA	8	7	15
	230248	SATYAM MALHOTRA			
	230260	SUMIT			
Motivation and Goal Setting	230200	MOHINI PANDAY	10	10	20
	230204	SHIVAM			
	230253	JANVI			
	230227	KHUSHBOO			
	230224	ANSHIKA			
Influencing and Persuasion	230255	ANU AHLAWAT	10	9	19
	230245	PRACHI			
	230217	SAKSHI			

ACTIVITY 1

Event Report: Top 10 Values Employers look for in Employees

Event Details

- Topic: Top 10 Values Employers look for in Employees
- Date: Jan, 2024 and April, 2024.
- Venue: G Block, Room No. 505
- Speaker: Mr. Ravi Koul, Assistant Professor, Department of Management Studies

Objectives

Career Preparedness: Understanding what attributes are highly valued by employers can help MBA students prepare themselves for the job market.

Professional Development: Learning about these values can aid in developing the necessary skills and attitudes to become successful professionals.

Employability Enhancement: By focusing on these values, MBA students can enhance their employability and stand out to potential employers.

Leadership Development: Recognizing the importance of values like integrity and leadership can guide MBA students in their journey to becoming effective leaders.

Team Building Skills: Understanding the value of teamwork and communication can help MBA .

Ethical Decision Making: Studying values like integrity can help MBA students develop a strong ethical compass, which is crucial for making sound business decisions.

Networking Opportunities: Engaging with these values can facilitate networking opportunities with professionals who share similar principles and values.

Personal Growth: Reflecting on these values can contribute to MBA students' personal growth and development, fostering a deeper understanding of their own professional aspirations and values.

Competitive Advantage: Incorporating these values into their professional persona can give MBA students a competitive edge in the job market.

Long-term Career Success: Embracing these values early in their careers can set MBA students on a path towards long-term career success and satisfaction.

Activity 1-Reliability" The Power of Reliability in the Workplace"

Objective: To understand the significance of reliability in the workplace and develop strategies to enhance reliability skills.

Activity Steps:

Introduction (10 minutes):

Start with a brief presentation or discussion on the concept of reliability in the workplace. Define what reliability means in a professional context and why it's essential for organizational success.

Share real-life examples or case studies showcasing the impact of reliability (e.g., missed deadlines, project failures, customer dissatisfaction).

Self-Assessment (20 minutes):

Provide students with a reliability self-assessment questionnaire or checklist.

Have students assess their own reliability skills and behaviors based on factors like meeting deadlines, fulfilling commitments, and communicating effectively with colleagues.

Group Discussion (30 minutes):

Divide students into small groups and facilitate a discussion on the results of their self-assessments.

Encourage students to share examples of times when reliability positively or negatively impacted their academic or professional experiences.

Discuss common challenges to being reliable and brainstorm strategies to overcome them.

Case Study Analysis (30 minutes):

Present a case study or scenario involving a workplace situation where reliability played a crucial role.

Break students into groups and have them analyze the case study, identifying key issues related to reliability and proposing solutions or actions that could have improved the situation.

Role-Playing Exercise (30 minutes):

Assign roles to students (e.g., team leader, project manager, team member) in a simulated workplace scenario.

Create a scenario where reliability is tested, such as meeting a tight deadline or delivering a critical presentation.

Have students enact the scenario, focusing on demonstrating reliable behavior and addressing challenges effectively.

Reflection and Action Planning (20 minutes):

Lead a reflective discussion where students share insights gained from the activity. Encourage students to identify specific actions they can take to enhance their reliability skills in the workplace.

Provide resources or tips for improving reliability, such as time management techniques, communication strategies, and setting realistic goals.

Wrap-Up (10 minutes):

Summarize key takeaways from the activity and emphasize the importance of reliability in building trust and credibility in the workplace.

Encourage students to apply the insights and strategies discussed in their future academic and professional endeavors.





Outcomes:

Overall, the outcomes of the activity contribute to students' holistic development as future business leaders who understand the importance of reliability and possess the skills and mindset necessary to excel in the workplace.

Here are some potential outcomes:

Increased Self-Awareness: Through self-assessment and reflection, students gain a better understanding of their own reliability skills and behaviors, including strengths and areas for improvement.

Improved Understanding of Reliability: Students develop a deeper appreciation for the importance of reliability in the workplace and its impact on organizational success, including aspects such as meeting deadlines, fulfilling commitments, and fostering trust among colleagues.

Enhanced Problem-Solving Skills: By analyzing case studies and engaging in role-playing exercises, students sharpen their ability to identify challenges related to reliability and propose effective solutions or strategies to address them.

Strengthened Communication Skills: Discussions and group activities foster communication skills as students articulate their thoughts, share experiences, and collaborate with peers to develop insights and action plans.

Application of Learning: Students are encouraged to translate insights gained from the activity into actionable steps for improving their reliability skills in real-world situations, both academically and professionally.

Team Building and Collaboration: Collaborative activities promote teamwork and cooperation as students work together to analyze case studies, discuss challenges, and brainstorm solutions, fostering a sense of camaraderie and mutual support.

Professional Development: By focusing on reliability, students cultivate essential professional skills that are highly valued by employers, positioning themselves for success in their future careers.

Long-Term Impact: The activity instills a mindset of reliability and accountability that can have long-lasting effects on students' academic performance, professional relationships, and overall career trajectory.

Confidence Building: Successfully engaging in discussions, problem-solving activities, and role-playing exercises builds students' confidence in their ability to navigate workplace challenges and demonstrate reliability in various contexts.

Continuous Learning and Growth: The activity encourages a commitment to continuous learning and personal growth as students identify areas for improvement and commit to ongoing development of their reliability skills throughout their academic and professional journeys.

Attendance sheet of students

S.No.	Roll No.	Name	
1	230103	ARYAN BABBAR	
2	230114	VARUN MITTAL	
3	230117	CHAHAT	
4	230134	PRACHI	
5	230143	TANISHA	
6	230144	SHRUTI	
7	230147	AAKANKSHA HANS	
8	230148	AMAN KUMAR	
9	230149	KASHISH	
10	230154	NEHYA	
11	230156	SAHIL SHARMA	
12	230158	SAHIL	
13	230159	AMAN	
14	230163	NIKHIL CHOUDHARY	

15	230164	PINKI RANI	
16	230165	RAHUL	
17	230175	SHUBHAM NANDA	
18	230176	TUSHAR SINGH	
19	230178	SHRUTI GOYAL	
20	230182	ANKIT	

Activity 2-Embracing Change: The Power of Adaptability”

- **Objective:**

To encourage students to reflect on and improve their personal adaptability.

- **Description:**

Have each student create a personal adaptability plan. This plan should include a self-assessment of their current adaptability, identification of areas for improvement, and specific actions they will take to become more adaptable.

- **Outcome:**

Students will develop a personalized roadmap for enhancing their adaptability, fostering self-awareness and proactive development.

Importance of Adaptability

Highlight how adaptability contributes to professional growth and success.

Example: "Adaptable individuals thrive in uncertain situations, turning challenges into opportunities for growth."

Characteristics of an Adaptable Employee

Break down key traits like resilience, willingness to learn, and versatility.

Example: "An adaptable employee embraces change, learns quickly, and can seamlessly transition between tasks and roles." "Teams with adaptable members are better equipped to collaborate, innovate, and respond effectively to market shifts."

Attendance of the Students:

S.No.	Roll No.	Name	
1	230181	SAKSHI GOEL	
2	230192	AAKASH ANIL	
3	230194	SHIPRA	
4	230196	PRINCE	

		VERMA	
5	230200	MOHINI PANDAY	
6	230201	SONAM	
7	230202	MANSI	
8	230203	SHUBHAM	
9	230204	SHIVAM	
10	230207	LISHA	
11	230214	RAHUL	
12	230216	RIYA BANSAL	
13	230217	SAKSHI	
14	230219	NITIN SHARMA	
15	230220	KOMAL	
16	230221	SHREYA	
17	230222	HIMANSHU	
18	230223	HIMANSHU	
19	230224	ANSHIKA	
20	230227	KHUSHBOO	

Activity 3-Teamwork:

Ability to collaborate effectively with colleagues to achieve common goals.

Team-Building Workshop

Objective: To build trust, improve communication, and strengthen team cohesion.

Description: Conduct a workshop with a series of team-building exercises, such as icebreakers, trust falls, and problem-solving tasks. Include activities that require collaboration, such as building a structure with limited resources or completing a scavenger hunt.

Outcome: Students will build trust and improve their communication and problem-solving skills, fostering a sense of unity and collaboration.

Communication Challenge - Blindfold Building

Activity:

Divide students into small teams.

One member of each team is blindfolded.

The blindfolded member builds a structure (e.g., a tower) based on verbal instructions from their teammates.

Activity 4-Communication Skills-Clear and concise expression of ideas, both verbally and in writing. Mastering the Art: Effective Communication Skills.

Strategies for Improving Communication Skills

Offer practical tips for individuals to enhance their communication skills.

Example: "Practice active listening, use clear and concise language, and seek feedback to continuously improve your communication skills."

Overcoming Communication Barriers

Acknowledge common communication challenges and provide strategies for overcoming them.

Example: "Barriers like language differences or misunderstandings can be addressed through active listening, clarification, and fostering an open communication culture."

Activity 5-Integrity-Title: "Upholding Excellence: The Pillars of Integrity"

Introduction

Define Integrity: "Trustworthiness and adherence to ethical principles in all aspects of work."

Integrity in Action

Showcase real-world scenarios where integrity played a pivotal role in resolving challenges.

Fostering a Culture of Integrity

Discuss strategies for creating a workplace culture that values and encourages integrity.

Activity 6-Initiative-Title: "Seizing Opportunities: The Power of Initiative"

Introduction

Define initiative: "A proactive approach in taking on tasks and seeking opportunities for improvement."

Initiative in Action

Showcase real-world scenarios where individuals or teams demonstrated initiative and achieved positive outcomes.

Demonstrating Initiative in Everyday Work

Offer practical tips for individuals to showcase and cultivate initiative in their daily tasks.

Example: "Identify areas for improvement, take ownership of your projects, and actively seek opportunities to contribute beyond your assigned responsibilities."

Activity 7-Problem-Solving-"Navigating Challenges: The Art of Problem-Solving"

Characteristics of a Strong Problem-Solver

Break down key traits like critical thinking, analytical skills, and creativity.

Example: "A strong problem-solver approaches challenges with a critical mind, analyzes data effectively, and explores creative solutions to address root causes."

"Practice critical thinking, embrace challenges as learning opportunities, and seek feedback to continuously improve your problem-solving abilities."

Activity 8-Leadership-Title: "Guiding the Way: The Essence of Leadership"

Define leadership: "The ability to take charge, motivate others, and guide a team towards success."

Characteristics of a Strong Leader

Break down key traits like communication, empathy, and strategic thinking.

Example: "A strong leader communicates a compelling vision, shows empathy towards team members, and strategically navigates challenges to achieve success."

Real-world Examples

Provide examples of renowned leaders or organizations known for their exceptional leadership.

Activity 9-Creativity-"Unleashing Imagination: The Power of Creativity"

Introduction

Define creativity: "Thinking outside the box and bringing innovative ideas to the table."

"Cultivate curiosity, engage in diverse experiences, and embrace failure as a stepping stone to innovation."

Activity 10-Resilience-"Rising Strong: The Power of Resilience"

Introduction

Define resilience: "The ability to bounce back from setbacks, learn from experiences, and stay positive."

"Resilience is the art of turning setbacks into comebacks. It's about learning, adapting, and emerging stronger from life's challenges."

"Cultivate a growth mindset, build a support network, and practice self-care to strengthen your resilience in the face of challenges."

Event Details

Date of Activity- 19th January,2024 (Sec A) & 21st February,2024 (Sec B)

Name of the Activity- Lock and Box

Speaker: Dr.Anju Kumari, Associate Professor, Department of Management Studies

Objective:

The agenda of the activity was to help students understand the importance of time management and to come up with solutions to reduce time consumption in an assembly line process of an organization.

Activity Description:

Round 1:

The entire exercise focused on reduction of time at each phase, so that desired results can be

1. The students were divided into groups (4 students per group).
2. Each student was responsible for one phase of the activity.
3. Phase 1 was about finding the hidden key in the pyramid of cups, rebuilding the pyramid and handing over the key to phase 2 student.
4. Phase 2 student was responsible for opening the pandora box and draw a chit out of the box, lock the box and forward the chit to phase 3rd student.
5. Phase 3 included decoding the message in the chit and pass on the decoded information to the 4th phase student.
6. The phase 4 student was responsible for explaining the decoding information to the entire class.



obtained within stipulated time frame. The loopholes were identified so as to cut down the unnecessary steps in the entire process to improve resource utilization and time management.

Round 2:

After this the entire activity was repeated with implementation of the identified solutions. The result was very evident, the Round 2 activity took less time as compared to round one.

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ACTIVITY 2

Date of Activity- 31st January,2024 (Sec A) & 27th March,2024 (Sec B)

Name of the Activity- Team Building with Jigsaw Puzzles

Speaker: Dr.Anju Kumari, Associate Professor, Department of Management Studies

Objective:

The agenda of the activity was to help the students understand the following concepts:

Division of work

Unity of direction

Best use of available resources

Technology based solutions

Subordination of individual interest to team interest

Effective communication

Clearly defined roles and responsibilities

Coordination and cooperation

Analytical skills

Activity Description:

The students were divided into 4 teams (7 students per team).

With the help of lottery system, each team was assigned one set of jigsaw puzzle (of 108 pieces).

The 2 teams that completed the puzzle first moved to the 2nd round, where they were handed over the next puzzle consisting of 252 pieces. The team that completed first was declared as the winner.

Winners of 1st round: Team 1 (Dhruv, Kartik, Neha, Manjeet, Kanika)

Jigsaw Puzzle - Jantar Mantar

Winner of 2nd round: Team 4 (Varnita, Dikshant, Aranya, Pariksha)

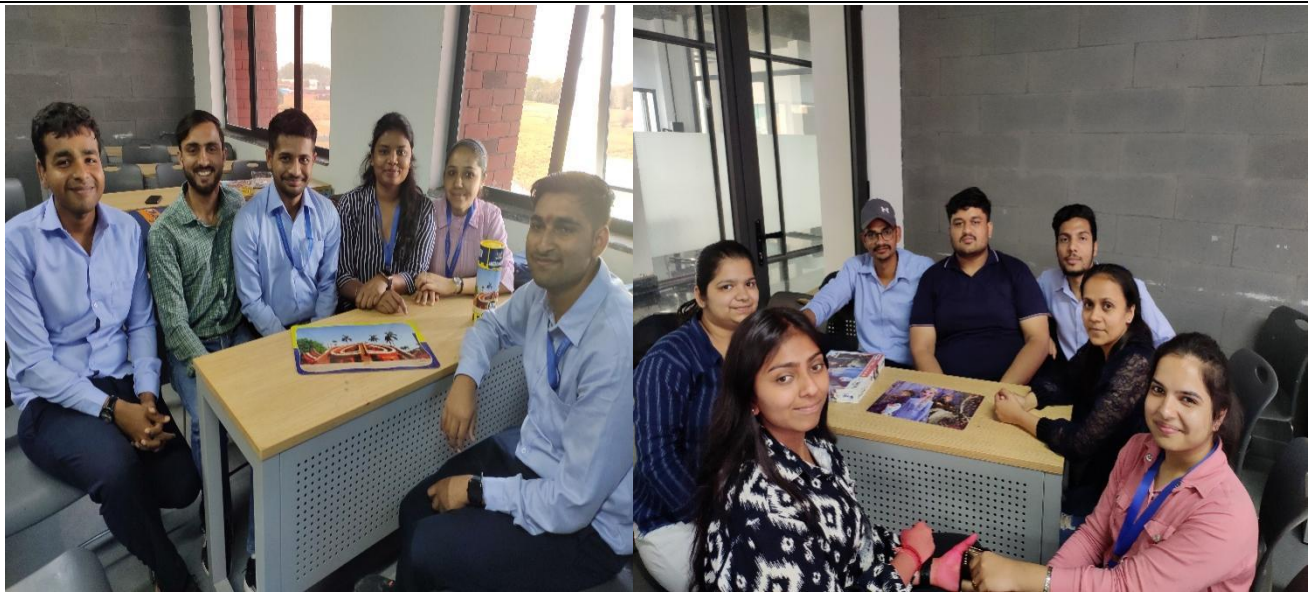
Jigsaw Puzzle - Scenic view

Glimpse of the Activity:









FINISHING SCHOOL ACTIVITY 3

Date of Activity- 14th February,2024

Name of the Activity- Decode the gestures

Speaker: Dr.Anju Kumari, Associate Professor, Department of Management Studies

Objective:

The agenda of the activity was to help students understand the importance of non-verbal communication which includes gestures, body language, limb movement, facial expression etc.

Activity Description:

Students were grouped in teams of 4 each.

3 members from each team were asked to pick a chit from the bowl.

Every chit contained an emoji or words depicting an emotion.

3 members with chits were then asked to dance on a song and as the song was paused, they had to express the emotion mentioned in the chit through facial expression/any other gesture/body movement/actions etc.

The 4th member of the team was then given 30 seconds time to guess all the gestures and emotions his team members were showcasing.

The activity was repeated till the teams were able to express and guess the correct emotion.



FINISHING SCHOOL ACTIVITY 4

Date of Activity- 16th February,2024

Name of the Activity- Trust Building Exercise

Speaker: Dr.Anju Kumari, Associate Professor, Department of Management Studies

Objective: After the team building and communication activities, it was time to check if the team members trusted each other. Any team would perform well only when their team members have faith in each other capabilities. The objective of this activity was to check and build trust in a team so that they can function as one by subordinating individual goals and focusing on team goal.

Activity Description:

Students were divided into groups of 3 each.

Each student was assigned a different task as mentioned below:

Student 1 will take up the task of reading the route map and will explain this route to Student 2 in non-verbal form.

Student 2 will then explain the route to Student 3 in verbal form.

Student 3 will follow the route as explained by student 2, but he/she will be blinded folded, and will require directions by student 2 from time to time.

It is the responsibility of student 1 and 2 to help student 3 reach the destination safely and timely.

There are 2 destinations points set for each team.

After reaching destination 1, student 3 will find a treasure (resources like, food, water, money in limited quantity) which they need to optimally distribute among themselves, as they will be needing it in their further journey till destination 2.

Challenges:

Each team need to decide wisely which student will play which part in the activity.

Improper communication or wrong directions given by student 1 and 2 respectively can cause severe injuries to student 3.

Each team member needs to trust each other and should not improvise the directions or route by themselves.

-----The End-----

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