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Manav Rachna International Institute of Research and Studies
(Deemed to be University under section 3 of the UGC Act, 1956)

CAREER DEVELOPMENT CENTRE

Annual Report

ACADEMIC YEAR 2023-24



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INTRODUCTION

Manav Rachna International Institute of Research & Studies



Career Development Centre (CDC): The learning and development unit of Manav Rachna International Institute of Research and Studies, CDC, provides extensive process oriented and activity driven training on Personality Development, Business English, Communication, Soft skills, and Quantitative Aptitude, Career Counseling, Technology and Competitive exams coaching. CDC has been running various courses keeping in mind the dynamic nature of industry requirements from Engineering and Non- Engineering Students. This is done by the team by providing blended learning which is both experiential and innovative. Language Labs for Communication Skills as well as rigorous test series for Aptitude, Reasoning and Verbal Ability are regularly conducted for the students to enhance their overall personality and employability skills. Thus, the Career Development Centre strives to enhance one's skills with an eye to bolster the strengths of students.

Career Development Centre conducts various training programs and sessions for different departments through the following interventions

- Soft Skills, Aptitude & Technical Skills Development
- Career Guidance and preparation of Competitive Exams
- Awareness about recent technological trends
- Crash Course & Refresher Course

Soft Skills, Aptitude & Technical Skills Development

Soft Skills, Aptitude & Technical Skills Development are very important for the all-round development of the students and help in their smooth transition from campus to corporate. Considering this fact, Career Development Centre delivered the training modules for engineering & non-engineering students across semesters. It helped the students to enhance their acumen of Aptitude, Logical Reasoning, Soft skills and Employability skills.

Additionally, the Career Development Centre trained the students for Technical competitive programming, which provided a wide range of benefits, including improved problem-solving skills, algorithmic knowledge, coding efficiency, career opportunities, and personal growth.

The students were trained on the following modules:

Semester	Module
1st	Professional Communication I
2nd	Professional Communication II
3rd	Quantitative Aptitude & Personality Development
4th	Quantitative Aptitude & Personality Development I
5th	Quantitative Aptitude & Personality Development II
6th	Quantitative Aptitude & Personality Development III



Interventions at MRIIRS

University	Program	1 st Year	2 nd Year	3 rd Year	4 th Year	Total Hours
MRIIRS	B.Tech	56 hrs Professional Communication	56 hrs Soft Skills + 56 hrs Aptitude AMCAT (75 mins)	28 hrs Verbal + 28 hrs Placement Preparatory + 56 hrs Aptitude + 56 hrs Technical 2 AMCATs (150+210 mins)	Crash Course, AMCAT (210 mins)	336 hrs
MRIIRS	MBA	14 hrs Verbal + 14 hrs Placement Preparatory + 56 hrs Aptitude	14 hrs Aptitude + 14 hrs Verbal	-	-	84 hrs
MRIIRS	BBA	56 hrs Professional Communication	28 hrs Verbal + 28 hrs Placement Preparatory + 56 hrs Aptitude	28 hrs Placement Preparatory + 28 hrs Aptitude	-	224 hrs
MRIIRS	B.COM	28 hrs Professional Communication + 14 Soft Skills	14 hrs Verbal + 14 hrs Soft Skills + 28 hrs Placement Preparatory + 56 hrs Aptitude	14 hrs Soft Skills + 28 hrs Placement Preparatory + 28 hrs Aptitude	-	224 hrs
MRIIRS	B.SC ID + B.Des	56 hrs Professional Communication	28 hrs Placement Preparatory	-	-	84 hrs
MRIIRS	BCA & BSc IT	56hrs Professional Communication + 56hrs Aptitude	28 hrs Verbal + 28 hrs Placement Preparatory + 56hrs Aptitude + 56hrs Technical	-	-	280 hrs
MRIIRS	MCA	28 hrs Verbal + 28 hrs Placement Preparatory + 56hrs Aptitude + 56hrs Technical	-	-	-	168 hrs
MRIIRS	B.SC HHA	28 hrs Professional Communication	14 hrs Soft Skills + 14 hrs Placement Preparatory	14 hrs Soft Skills + 14 hrs Placement Preparatory	-	84 hrs

Continues....

MRIIRS	B.SC N&D	56hrs Professional Communication	28 hrs Soft Skills + 28 hrs Placement Preparatory	-	-	112 hrs
MRIIRS	M.Sc N&D	28 hrs Professional Communication 14hrs Soft Skills + 14hrs Placement Preparatory + 28 hrs Aptitude	14 hrs Soft Skills + 14 hrs Placement Preparatory	-	-	112 hrs
MRIIRS	BDS	-	-	28 hrs Soft Skills	56 hrs Placement Preparatory	84 hrs
MRIIRS	BPT	-	14 hrs Professional Communication	-	14 hrs Soft Skills + 28 hrs Placement Preparatory	56 hrs
MRIIRS	MPT	-	28 hrs Soft Skills	-	-	28 hrs
MRIIRS	FBSS UG	56 hrs Professional Communication	14 verbal +14 hrs Soft Skills + 14hrs Placement Preparatory + 42 hrs Aptitude	28 hrs Placement Preparatory + 28 hrs Aptitude	-	196 hrs
MRIIRS	FBSS PG	14 verbal +14 hrs Soft Skills + 14hrs Placement Preparatory + 42 hrs Aptitude	-	-	-	84 hrs
MRIIRS	FMEH (UG) Journalism & English	14 hrs Professional Communication	14 hrs Soft Skills	28 hrs Soft Skills + 28 hrs Placement Preparatory	-	84 hrs
MRIIRS	FMEH (PG)	-	28 hrs Soft Skills + 28 hrs Placement Preparatory	-	-	56 hrs

Career Guidance & Preparation of Competitive Exams

S. No	Deptt	Title of the event	Type of Activity:	Date in plan	Actual Date of conduct (DD-MM-YYYY)
1	CDC	BootCamp-Pre Placement Crash Course	Career Guidance	10-Jul-2023	10-Jul-2023 to 21-Jul-2023
2	CDC	BootCamp-Pre Placement Crash Course-SCA	Career Guidance	24-Jul-2023	24-Jul-2023 to 4-Aug-2023
3	CDC	Stay focus - Good Coding Practice	Competitive Guidance	31-Jul-2023	17-Jul-2023 to 19-Jul-2023
4	CDC	Linkedin Roadshow and Campus Ambassador Program	Career Counselling	28-Jul-2023	30-Oct-2023
6	CDC	Be ready for IAS (by Samkalp Vedhik)	Competitive Guidance	22-Aug-2023	27-Sep-2023
7	CDC	Session on how to get industry ready	Soft Skills	25-Sep-2023	20-Oct-2023
8	CDC	Employability Enhancement Session for Nutrition & Dietetics Students	Soft Skills	25-Sep-2023	17-Oct-2023
9	CDC	Skill Assessment and Industry Gap Mapping by SHL (AMCAT)	Career Counselling	26-Sep-2023	26-Sep-2023
10	CDC	Language Lab- Listening Skills- Engineering Students	Language Lab	31-Oct-2023	11-Apr-2023
11	CDC	Language Lab- Listening Skills- Computer Application Students	Language Lab	8-Sep-2023	8-Nov-2023
12	CDC	Session on Power Dressing	Soft Skills	09 Oct 2023	20-Oct-2023
13	CDC	Conquer GRE & TOEFL: Expert Tips to Ace Your Scores	Competitive Guidance	6-Jan-2024	6-Jan-2024
14	CDC	Session on Professionalism at workplace	Soft Skills	9-Jan-2024	9-Jan-2024
15	CDC	Time Management Skills for Budding Professionals	Soft Skills	10-Jan-2024	10-Jan-2024
16	CDC	Developing Communication Proficiency	Communication Skills	11-Jan-2024	11-Jan-2024
17	CDC	Problem Solving & Creative Thinking	Soft Skills	12-Jan-2024	12-Jan-2024
18	CDC	Unlock Your Study Abroad Dreams	Competitive Guidance	18-Jan-2024	18-Jan-2024
19	CDC	New Zealand Education Expo	Competitive Guidance	1-Feb-2024	1-Feb-2024
20	CDC	What After Graduation: Plan the Next Chapter of Your Career	Competitive Guidance	16-Feb-2024	16-Feb-2024
21	CDC	TOEFL TTT for Faculty Members	Competitive Guidance	17-Feb-2024	17-Feb-2024
22	CDC	How to Crack CAT / GMAT - What After Graduation	Competitive Guidance	12-Feb-2024	16-Feb-2024
23	CDC	Session on Discrimination and Harassment at Workplace	Soft Skills	22-Feb-2024	12-Mar-2024 to 18-Mar-2024
24	CDC	Be ready for IAS - Samkalp Vedhic	Career Counselling	23-Feb-2024	30-Apr-2024
25	CDC	Skill Assessment and Industry Gap Mapping by SHL (AMCAT) for B Tech & MCA Students	Career Counselling	22-Apr-2024	26-Apr-2024
26	CDC	Expert Talk on "Key competencies at Workplace and Demands from Freshers"	Career Counselling	10-Mar-2024	15-Apr-2024
27	CDC	Placement Preparatory Sessions - GD & PI	Soft Skills	14-Mar-2024	10-May-2024
28	CDC	SHL Orientation for MBA Students	Career Counselling	15-Mar-2024	19-Apr-2024

Continues....

29	CDC	Effective use of Linkedin Profile for B Tech 6 sem students	Career Counselling	20-Mar-2024	18-Apr-2024
30	CDC	SHL Orientation	Career Counselling	28-Mar-2024	19-Apr-2024
31	CDC	Expert Talk on "Industry Trends & Demands from Freshers"	Career Counselling	4-Apr-2024	15-Apr-2024
32	CDC	Session on "Best Practices for Coding"	Career Counselling	16-Apr-2024	02-Mar-2024 to 04-Mar-2024
33	CDC	Skill Assessment and Industry Gap Mapping by SHL (AMCAT)	Career Counselling	22-Apr-2024	26-Apr-2024
34	CDC	Skill Assessment and Industry Gap Mapping by SHL (AMCAT) for MBA students	Career Counselling	30-Apr-2024	30-Apr-2024
35	CDC	Language Lab- Listening Skills	Language Lab	Ongoing	Ongoing



CDC Engagement at University

Enhancing the Competencies *Innovative pedagogies at play*

CDC imparts essential competencies from the outset through a comprehensive curriculum that includes Verbal, Aptitude, Soft Skills, and Technical (VAST) training. Incorporating insights from academic thought leaders and industry experts, the content remains cutting-edge.

It uses innovative pedagogies such as case studies, role plays, presentations, team-based activities, video analysis, simulations, and peer learning. Students are presented with challenging scenarios designed to stimulate design thinking and prepare them to navigate the BANI world.



Mastering presentation Skills



In-class case study analysis

LSRW Springboard

Empowering students from diverse backgrounds

CDC organizes several Soft Skills and English Language Workshops on Listening, Speaking, Reading, and Writing (LSRW), focusing on students from non-English speaking hinterland states of India. These sessions cover a wide range of critical skills, including writing skills, active listening, non-verbal communication, power phrases, reading skills, and business presentations.

These immersive workshops ensure maximum learning and growth, providing a platform for students to enhance their skills and shape their careers. It also allows the CDC to work towards empowering career pathways for students from all backgrounds.



Explaining the nuances of body language



Honing the e-mail writing skills

Continues...

Excel...ing Proficiency with Cutting-Edge Skills *Hands-on practice for budding maestros*

Excel Proficiency Training



The Advanced Excel training for MBA students by CDC experts has turbocharged the professional acumen of students. Engaging case studies, expert-led sessions, and hands-on practice, help students conquer everything from basic formulas to advanced features like pivot tables and macros.



Alibaba Cloud Developer Launcher Program

Simultaneously, the Alibaba Cloud Developer Launcher Program, brought by IndiaSpark, delivered an electrifying cloud experience to BTech CSE and MCA students. With a 1-year free trial of ECS instances and the opportunity to earn a coveted certification, students plunged into cloud technology, deploying PHP websites and mastering real-world skills essential for their tech careers.

Fostering Soft Skills for Young Professionals *Immersive experience for enhanced learning*

People Skills Workshop for Interns CDC orchestrated the Social Internship Program for students pursuing internships under the aegis of the Dr. OP Bhalla Foundation. A series of workshops were conducted for the interns that included students from Manav Rachna and UPES, Dehradun, with an eye to foster soft skills through sessions on Effective Communication, Survey Writing, Teamwork, Adaptiveness, and Report Writing.



Human Knot - Team Building Exercise

Presentation Skills and Pre-Departure Training

Soft Skills experts at CDC conducted specialized training to bolster the presentation skills of 15 Manav Rachna Dental College students invited by MAHSA University, Malaysia for student exchange and conference. The session culminated with a Pre-departure training which oriented students regarding key cultural facets of



Feedback on Presentation Skills

Malaysia. Students won laurels for their stupendous performance in conference presentations.

Grooming the Green Leaders

CDC trained students who qualified the national level of The National Environment Youth Parliament 2024, an initiative aimed at fostering environmental awareness and leadership among the youth of the nation. Training was provided in the area of effective communication skills, public speaking, code of conduct and professional attire and grooming. The interactive exercises and thought-provoking discussions during the sessions equipped the students with practical skills and enhanced the student learning experience.



NEYP Session in progress



Continues....

The Final Frontier - Resume & GD-PI

Empowering students for the corporate arena

Team CDC conducts exclusive workshops for students on resume building, group discussions, and personal interviews throughout the semester. CDC experts share tailored insights on the key elements for enhancing their

employability, thus empowering students for diverse professional and personal interactions. By excelling in these areas, students stand out in the job market and increase their chances of securing desirable positions.

Resume Building Workshop



Acing Interviews



Resume Check



Mastering the Art of Group Discussion



Embracing LinkedIn Learning and Profile Building

Standout profiles for enhanced visibility

LinkedIn Learning has proven to be a valuable resource for acquiring industry-relevant skills and profile building. Concomitantly, CDC collaborates with various industries to foster leadership competencies among its students. A case in point is the visit of 15 chosen LinkedIn Campus Ambassadors to the LinkedIn Gurugram office to undergo a Young Leaders' Workshop to exhibit and gain proficiency in creative thinking, networking, critical thinking, and decision-making.



Young Leaders Workshop at the LinkedIn Office, Gurugram

Continues....

Fortifying deeper engagement through continuous certifications from companies like Microsoft, GitHub, collaboration, Manav Rachna LinkedIn Campus Adobe, and more.

Ambassadors regularly interact with the LinkedIn team to strategize, focusing on impactful ideas. Additionally, Profile-building sessions by CDC team emphasize LinkedIn's importance, training students to enhance their profiles by highlighting key qualities and best practices, thereby boosting their employability and networking opportunities.



Engagement with LinkedIn Campus Ambassadors



LinkedIn Profile Building Session

Career Guardians

Acing the placement process

An exciting initiative by the CDC team, the CDC Mentorship Program, one-on-one student mentoring on employability skills helps CDC bolster its commitment to empowering students by providing them with personalized mentoring sessions. These sessions, where the team of experienced mentors work closely with students, and focus on areas such as communication skills, resume building, presentation skills, interview preparation, and more, are designed to complement our existing workshops and provide students with individualized attention and guidance.



One-on-one student mentoring



One-on-one student mentoring

Enhancing Employability with AMCAT Assessments

Nurturing the future maestros



AMCAT Orientation



AMCAT Assessment

CDC with SHL organizes a series of AMCAT Orientations and Assessments for BTech, MBA, and MCA students to support our students' journey toward a brighter future. The AMCAT is a cutting-edge assessment that measures employability skills, including logical reasoning, quantitative aptitude, communication abilities, personality traits, English comprehension, and domain expertise. The orientation sessions, led by Team SHL, highlight the pivotal role of AI-based adaptive assessments in today's recruitment landscape. AMCAT assessments provide students with valuable insights into their strengths and areas for improvement, helping them ace the placement process.

Continues....

Advancing Careers

Embarking on the right career path

A wide range of career avenues are available to students after graduation, including higher education through MBA, pursuing government jobs, placements, or PSU jobs. Various sessions on clearing doubts about career paths after graduation, along with guidance on exams like CAT, GMAT,

TOEFL, and GRE, are organized for our students to embark on the right career path, in association with agencies like the Career Launcher, ETS, etc. Tips for effective preparation, recommended study materials, practice resources, and time management strategies were also provided to the students.



Exploring Career Paths with experts



Career Options clarity for students

Inspiring Future Nation Builders

Cracking the UPSC code

In collaboration with Samkalp IAS Academy, CDC hosted a seminar on cracking the prestigious UPSC Civil Services Examination. The Expert speakers were Mr. Ankur Aggarwal, the Academic Director of Samkalp IAS Academy, Dr. N. C. Wadhwa, Ex IAS and Director General-MREI and Ms. Madhu Prabhakar, the General Secretary of Madhav Sharshti Nyas. Students were provided guidance on crucial aspects including the syllabus and pattern of the UPSC exam. Inspiring journeys of past toppers and the significance of timely preparation were shared which further motivated the participants.



Cracking the IAS code



Motivating the next-gen Nation Builders



Orienting students on Global Pathways



New Zealand Expo

Global Pathways

Nurturing study abroad aspirations

CDC orchestrated events to nurture and support students' aspirations for studying abroad. Mr. Jason Matangi, Director of Global Engagement and Development, University of Waikato, New Zealand, on his visit to the campus, provided tailored insights for both undergraduate and postgraduate students, addressing the unique challenges and expectations students face when preparing for higher education abroad.

CDC in collaboration with Estero Education Services, also organized the New Zealand Education Expo, which featured the participation of 7 top universities from New Zealand. Students learned about top programs, application processes, immigration pathways, green list programs, startup culture, employability support, and more, proving to be a valuable exploration of higher education opportunities in New Zealand.

Continues...

Empowering Educators

Training the Trainers

Highlighting our commitment to fostering international collaborations, promoting cross-cultural exchanges, and igniting innovative initiatives in education and research, a delegation, led by Dr. Kim Bul, Assistant Professor at the Centre for Intelligent Healthcare, from Coventry University visited Manav Rachna and interacted with educators and researchers, zeroing in on pressing issues like postpartum health risks in the UK and India, while also exploring

impactful funding opportunities.

In collaboration with Educational Testing Service (ETS), a GRE & TOEFL conducting body, CDC organized an LSRW Training workshop to enhance the verbal competence of trainers through discussions, activities, and practical exercises. These sessions were a resounding success, providing a platform for continuous learning and skill development.

Dr. Kim Bul on her visit to the campus



Dr. Kim Bul addressing the researchers



LSRW Training workshop



Train the trainer session



The Finishing Touches

Boot camp for enhancing competencies

To augment cognitive and non-cognitive competencies, CDC orchestrates a “Boot Camp/Crash Course Training Program” for students to enhance their key competencies like analytical thinking, interpersonal effectiveness, decision-making abilities, critical thinking, and problem-solving abilities. This is achieved through intensive training sessions conducted by industry experts and in-house trainers. A series of mock interviews and personalized feedback sessions help students refine their hard and soft skills.



CDC Boot Camp in Progress



CDC Boot Camp in Progress

Continues....

Recognizing Excellence

Identifying the mavericks

As part of its vision to nurture talent and foster an environment where excellence thrives, CDC organized the 'उत्सव of Excellence' - CDC Rewards & Recognition for Jan-June 2024. This multi-level event celebrated our students achievements and showcased their talents. Through activities like the Mind Maze, Scavenger Hunt, and

Impromptu Faceoff, we tested the students mental acuity, teamwork, and quick thinking, while boosting their confidence and collaborative skills. Our students relentless spirit and determination are a testament to the pursuit of excellence that defines our institution.



Team

EDC





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Annual Report

ACADEMIC YEAR 2023-24

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