

ASTUTE

The News Letter

2017



International Institute of Management Studies,

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**Training Workshop on
Personal and Corporate
Communication
for
Non Teaching Staff**

Being able to communicate effectively is the most important of all life skills. The ability to communicate information accurately, clearly and as intended, is a vital life skill and something that should not be overlooked. It's never too late to work on your communication skills. Keeping the same in mind, International Institute of Management Studies organized a week long communication skills building workshop for the non-teaching staff of the Institute. The workshop was designed and conducted by Prof. Neha Agarwal during 17-22 April 2017. The workshop was so designed that it allowed participants to gradually learn the communication skills. First day was dedicated to Basic English grammar; self introduction followed by motivational inputs through spirituality by Dr. Rajesh Tiwari

Second Day advance grammar was touched upon to improve the language of the participants followed by a motivational session by Mr. Shyam Sundar, Rtd. RBI officer

On the third day, non-verbal communication and importance of

gestures and postures was taught by the resource person.

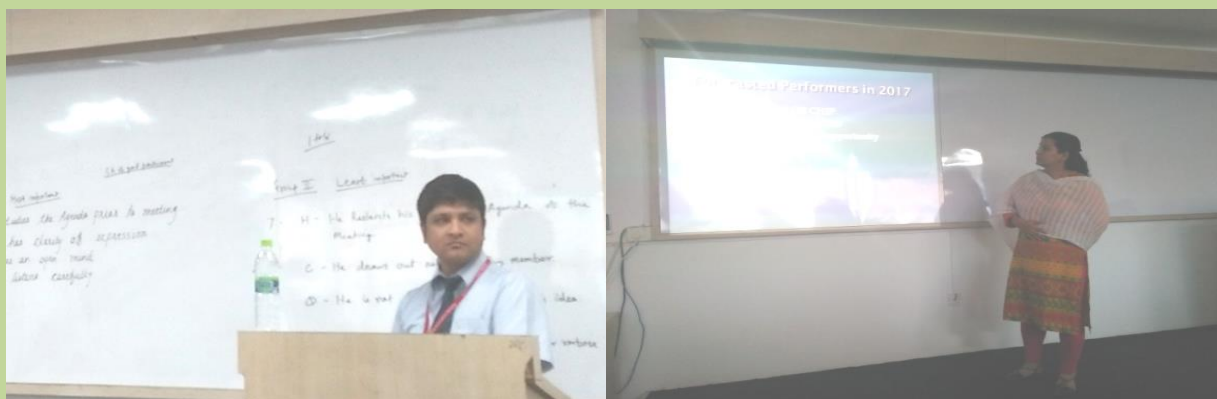


Fourth day, the focus of the workshop was on the overall personality development of the participants. Ranging from dressing to walking every aspect of communication skills was covered by in it.

On the Fifth day, the resource person touched upon how to open the conversation in public and in personal meetings. Also participants were asked to present a topic for 2 minutes and feedback was given for their further improvement.

Faculty Development Program

Faculty development programs (FDPs) are especially important in adapting faculty members to their changing roles in initiating and setting the directions for curricular changes. Thus IIMS keep on organizing various faculty development programs time to time. In the series this



time the program was organized on “Investment Avenues” on 22nd April 2017. In modern life people need to save for the rainy days but are clueless about where and when to invest to ensure fulfilment of their future requirement. The given FDP targeted the same requirement of individuals. The resource persons Dr. Nidhi Tejpal and Prof. Smarjeet Das conducted a full fledged session on investment avenues. The pros and cons of each avenue was analysed in detail to avoid any ambiguity. Participants learned a lot about the investment opportunities in the market

Happy Birth Day Students

Name	Date
Deepali Ramesh Mahadole	20 th April
Pallavi Sinha	25 th April
Pawar Sapna	27 th April
Shrija Verma	16 th April
Sakshi Jagtap	27 th April
Ankit Gupta	22 nd April
Ramiz Raza	25 th April
Md.Ishhaq Ahmad	28 th April
Pratik Patni	26 th April
Palk Kesvani	29 th April
Singh Rupesh Shrilal	20 th April

Happy Birth Day

Faculty and Staff

Prof. Anil Varma 30th April