



MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

Department of Management

Barclays Rubicon Training Program– Connect With Work (CWW)

Organiser : Barclays & Rubicon Team

Date : November 23rd -25th , 2022

Timings : 9:30 am – 4:30 pm

Venue : 7th Block, Room No 741,751 & 713

Faculty Coordinator : Dr Sukhvinder Singh & Mr Nishant Gaur

Maharaja Agrasen Institute of Technology, Department of Management organized three day training program from November 23rd -25th , 2022 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 number of colleges in India.

Training Program Details:

The training was conducted by three trainers Mr Varun Khanna, Ms Seema Shruti & Mr J Limma for three batches of MBA II year students . 24 Hours of high impact training by expert on Soft Skills and Communication, covered the following topics

| S.No | Topic | Learning Objectives | Duration |
|------|-------|---------------------|----------|
|------|-------|---------------------|----------|

| | | | |
|-------|--------------------------|---|----|
| 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.

Snap Shot:



MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY DELHI
(Under the aegis of Prof. Jaijit Chandra, Founder, MAIT Group of Institutions)
 DEPARTMENT OF MANAGEMENT (MBA)

ORGANIZES **rubicon**

Three Days Training Program
 on
Barclays Connect with Work™
 23-25 November, 2022 (9:15 am to 4:30 pm)

Faculty Coordinators
 Dr. Subhrajyoti Ghosh
 DR. PARAGJYOTI KUMAR

Head of Institute **Prof. S.S. Misra** **Prof. Anil Gupta**
MAIT, DELHI MAIT, DELHI MAIT, DELHI



