

**Activity: Soft Skills workshop for Cracking Interviews**

Date: 15.11.2022

Time:

Location: Class Room no. 1, 2nd floor

Resource Person(s): Ms. Shikha Nag

Faculty In-charge: Dr Shurly Tiwari

Student In-charge: MS. Nandita

No of students present: 61

Poster / Flyer / Notice

ISME PRESENTS
DON'T BE AFRAID TO

Dream Big
Workshop on Interview
skills - 15.11.22

Event Report

Title: Interview Preparation Session Report

Date: November 15th, 2022

Venue: Classroom No.1

Objective:

The session aimed to equip students with essential tips and strategies to excel in job interviews. Through practical guidance and interactive discussions, participants learned how to effectively prepare for and navigate interviews.

Highlights:

Understanding the Interview Process: The session began with an overview of the typical interview process, including common interview formats and stages.

Resume and Cover Letter Tips: Participants received guidance on crafting compelling resumes and cover letters tailored to the job they are applying for. Emphasis was placed on highlighting relevant skills and experiences.

Researching the Company and Position: Students learned the importance of researching the company and the role they are interviewing for. They were encouraged to familiarize themselves with the company's values, mission, and recent developments.

Mock Interviews: Mock interview sessions were conducted to simulate real interview scenarios. Participants had the opportunity to practice answering common interview questions and receive feedback on their responses.

Body Language and Communication Skills: Tips on maintaining positive body language and effective communication during interviews were provided. Students learned the significance of eye contact, posture, and tone of voice.

Handling Common Interview Questions: Strategies for answering common interview questions such as "Tell me about yourself" and "What are your strengths and weaknesses?" were discussed. Participants were encouraged to prepare concise and relevant responses.

Outcomes:

Increased confidence in interview preparation and performance.

Improved understanding of the interview process and expectations.

Enhanced ability to articulate skills and experiences effectively.

Better preparedness to handle common interview questions.

Increased awareness of the importance of body language and communication skills.

Conclusion:

The interview preparation session in Classroom No.1 provided students with valuable insights and practical strategies to excel in job interviews. By emphasizing preparation, research, and effective communication, participants are better equipped to showcase their skills and experiences confidently, increasing their chances of success in securing employment opportunities.

Geotagged Photographs with Caption



Student Focusing on the Class Room Discussion



List of Participants:

Attendance Register : Nov.22			
Batch : BBA 2022			
Active student count : 0			
Graduated student count : 30			
Former student count : 0			
Subject :Work shop on			
Total no of working hours = 5			
Name	Student Type	Present/Absent	Signature
Aishwarya Nityanand Jeeragi(19I6C26002)	Under Graduate	Present	
Ajani Dev Rajesh(19I6C26003)	Under Graduate	Present	
Anurag Gupta (19I6C26005)	Under Graduate	Present	
Apoorv Gupta (19I6C26006)	Under Graduate	Present	
Arijit Chatterjee (19I6C26008)	Under Graduate	Present	
Arpit Gupta (19I6C26009)	Under Graduate	Present	
Astha Jain (19I6C26012)	Under Graduate	Present	
Bhavik Tiwari (19I6C26015)	Under Graduate	Present	
Chaitra S (19I6C26017)	Under Graduate	Present	
Chitteli Karthik Raj Goud (19I6C26019)	Under Graduate	Present	
Gautam Kailashchand Prajapati(19I6C26024)	Under Graduate	Present	
Harsh Jain (19I6C26027)	Under Graduate	Present	
Hiyai Leima Ningthoujam(19I6C26028)	Under Graduate	Present	
Kondapaturi Yaswanth Kumar(19I6C26029)	Under Graduate	Present	
Leanne Lara Dsouza(19I6C26030)	Under Graduate	Present	
Liza Wangkhem (19I6C26031)	Under Graduate	Present	



MD Shadab Alam (19I6C26035)	Under Graduate	Present	<i>MS</i>
Manchikanti Ranga Sai Srenik(19I6C26034)	Under Graduate	Absent	<i>MS</i>
Nitishree Bhansali (19I6C26039)	Under Graduate	Present	<i>Nishi</i>
Noah Gabriel Sama(19I6C26040)	Under Graduate	Present	<i>Noah</i>
Obula Sandeep Reddy(19I6C26041)	Under Graduate	Present	<i>O.S Reddy</i>
Priyanka Mavai(19I6C26045)	Under Graduate	Present	<i>Priyanka</i>
Rajesh Shandham (19I6C26047)	Under Graduate	Present	<i>Rajesh</i>
Rajkumar Sydney Singh(19I6C26048)	Under Graduate	Present	<i>Rajkumar</i>
Sanskar Rathore (19I6C26049)	Under Graduate	Present	<i>Sanskar</i>
Santhosh Kumar (19I6C26053)	Under Graduate	Present	<i>Santhoshk</i>
Srikar Guntuku (19I6C26056)	Under Graduate	Present	<i>Srikar</i>
Supraj Naga Vijay Polisetty(19I6C26043)	Under Graduate	Present	<i>Supraj</i>
Vignesh Viswanathan (19I6C26059)	Under Graduate	Absent	<i>AB</i>
Yumnam Micheal Singh(19I6C26061)	Under Graduate	Present	<i>Yumnam</i>
Absentees on day :		2	

Faculty In-Charge Signature	Head / Coordinator SDC Signature
Name:	Name: <i>Panna</i>
Date:	Date:
International School of Management Excellence	PRINCIPAL INTERNATIONAL SCHOOL OF MANAGEMENT EXCELLENCE Sy. No.88, Chembanshalli, Near Dommasandra Circle Sarjapur Road, Bangalore 562 125 INDIA

[Signature]
Program Coordinator