



Office-Principal
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Towards Excellence...

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Report

Title: Report on "How to Prepare for an Interview" Programme

Date: 24.01.2020

Organized by: Swami Vivekanand Career Guidance Cell, Govt. Jagannath Munnalal Choudhary Mahila Mahavidyalaya, Mandla, M.P.

Organizer: Dr. D.K. Rohitas

No. of Participants: 64

Objective:

To equip students with essential skills and knowledge to prepare for and excel in job interviews, enhancing their employability.

Programme Highlights:

- Expert session by Mr. D. K. Rohitas on interview preparation strategies
- Discussion on common interview questions and answers
- Tips on resume building, body language, and communication skills
- Mock interview sessions for hands-on experience
- Q&A session and interactive discussion

Participant Feedback:

- "The programme helped me understand the importance of preparation and confidence in interviews."
- "I learned valuable tips on resume building and body language."
- "The mock interview session was very helpful in boosting my confidence."

Outcomes:

- Enhanced understanding of interview preparation and strategies
- Improved knowledge of resume building, body language, and communication skills
- Increased confidence among participants in facing interviews
- Equipped students with essential skills to excel in job interviews

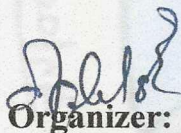


Recommendations:

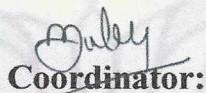
- Conduct regular career guidance programmes and workshops
- Invite industry experts to share their experiences and insights
- Provide opportunities for mock interviews and practical training

Conclusion:

The "How to Prepare for an Interview" programme was a successful initiative, empowering students with essential skills and knowledge to excel in job interviews. The Swami Vivekanand Career Guidance Cell looks forward to organizing more such programmes, contributing to the holistic development and employability of students.


Organizer:

Mr. D.K. Rohitas
Convener
Swami Vivekanand
Career Guidance Cell


Coordinator:

Dr. Aradhna Dubey
Coordinator, IQAC


Principal

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