

About PCWC-2019

Few of us acknowledged our amazing ability to generate profit from outsourced work. Even very few of us imagined our workplace would give us stress and with it our familial and public relationships would be jeopardized because of our work culture at office. Both in terms of success and failure, hence, we are at a crucial juncture. In this age when 30-something CEOs and VPs no longer amaze us and established ideas are questioned each day, holding one's own at the workplace is a challenge in itself. What can help, partly, is one's ability to think clearly, build networks, communicate more openly and develop interpersonal relationships in order to grow both professionally and individually. In all cases effective communication, along with a responsible attitude, is the need of the day.

Most importantly, owing to the need of the day, the HR Managers, scientists and engineers in all positions have to be able to communicate the purpose and relevance of their work, both orally and in writing. Teachers have to communicate with their students. Industry people must communicate with managers and co-workers (many of whom will not be scientists and engineers) and with customers. If you work in public sectors or government organizations, you might have to communicate with the press and other members of the public. You need to communicate with colleagues to keep up with trends, to collaborate on projects, and to find new positions. Communication is a social need for an individual, and it is the lifeblood for a splendid work culture. Today it is not sufficient enough just to have the technical ability to do our job. We need to possess interpersonal skills to communicate, motivate, organize, counsel and negotiate.

In addition, many people, including officers and supporting staff, guided by skill/technological absolutism, take their managerial skills for granted. Therefore, they fail to work effectively with superiors, colleagues, and subordinates. Moreover, with globalization and the prevailing economic scenario, even the Public and Government sectors have to operate in a rapidly changing, turbulent and highly competitive environment. Organizations/Companies have to harness their employees' skills, knowledge and attitudes to ensure quality and quantity in every aspect of work

Objectives

The proposed Workshop aims to achieve the following objectives:

- To bring about an understanding of the importance of interpersonal skills in both professional and personal lives.
- To enable the participants to develop their interpersonal competence that will help them to prepare for the everyday challenges of the workplace.

Course Contents

- Communication Styles and Effective Communication
- Presentation Skills
- Political Correctness
- Emotional Intelligence
- Motivation and Work Culture
- Effective Leadership
- Vocational Success
- Team Work and Building Relationships
- Career Planning and Development
- Self Development
- Organizational Values and Ethics

Who Can Apply:

Officers and Staff of the Institute are eligible to attend the course. Registration forms duly forwarded by the HOD/ Section Heads should be sent to the office of the Department.

There will be no Registration fee and selection of the candidates will be done on first come first serve basis.

REGISTRATION FORM

One Week Workshop

on

Professional Communication Skills and Work Culture (PCWC-2019)

December 16-20, 2019

Sponsored by TEQIP-III

Name: _____

Date of Birth: _____ Designation: _____

Employee ID : _____

Department/Section: _____

Organization: _____

Address for correspondence: _____

Mobile No. : _____

E-mail: _____

Qualifications: _____

(Signature of applicant)

The applicant is sponsored to attend PCWC-2019.

Sponsoring Authority:

Name: _____

Designation: _____

Organization: _____

Recommendation: _____

Signature of Head of Department/Section with seal

About Kurukshetra

Kurukshetra, steeped in history and mythology, is a place of great spiritual significance where Lord Krishna delivered the divine message of Shrimad Bhagwat Gita. This place from where knowledge spread far and wide was chosen as his capital by King Harshwardhana. It is one of the premier Centre of pilgrimage, attracting devotees in a steady stream all-round the year. Kurukshetra is a railway junction on the Delhi- Karnal-Ambala section of the Northern Railway. It is about 160 kms. from Delhi. The Institute is about 10 kms from Pipli, a well-known road junction on the Sher Shah Suri Marg (NH-1), and about 5 kms from Kurukshetra Railway Station.

About the Institute

National Institute of Technology, Kurukshetra, one of the 31 NITs in the country, is a premier center of learning and research in various disciplines of Engineering and Management. It trains and develops high caliber professionals to serve not only the country but also the world at large. Established in 1963 as an REC- a joint enterprise of the Government of India and the Government of Haryana - the college was elevated to a National Institute with Deemed University status in June 2002. The Institute has made rapid strides in expanding and upgrading facilities, enhancing the quality of education and strengthening the linkage with industry. The Institute Alumni are well placed in reputed organizations in India and abroad.

About the Department

The Department of Humanities and Social Sciences, one of the thirteen teaching Departments of the Institute is devoted to fulfill the mission of imparting quality education in Humanities and Social Sciences that develops innovative and competent engineers who are socially responsive citizens and can undertake research that generates prime knowledge for the growth of industry and society and futuristic knowledge, focusing on the socio-economic needs. The Department is continuously involved in expanding the teaching-learning process to integrate humanistic values and social concerns with technical education. The Department provides doctoral (Ph.D.) facilities in the areas of English, Economics, Psychology, Management and Intellectual Property Rights.

Organizing Committee

Patron

Dr. Satish Kumar

Director, NIT Kurukshetra

Convener

Dr. Vikas Choudhary

(Prof. & Head, Deptt. of Hum. & SS)

Coordinator

Dr. Shahida

(Assistant Professor, Deptt. of Hum. & SS)

Registration form should be sent to:

Dr. Shahida

Coordinator (PCWC-2019)

Department of Humanities & Social Sciences

National Institute of Technology

Kurukshetra-136119

Mobile No: 9466301809, 7988559350

Email: shahida2709@gmail.com

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