

Best Practice 1

Title of the practice:

1. Student Training Program (STP) Objective:

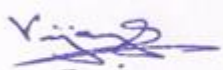
To bridge the gap between academics and the employability of MBA students, STES has designed a 'Student Training Program'. This is a 4-semester course designed with a focus on placement preparation and the overall development of the students. The modules covered in the course are communication, English language, excel, GD, PI and resume writing. In-house faculty members are trained to conduct the training and evaluation is done on pre-designed criteria. Tie-ups with professional agencies like GTT, Rubicon, TCS, and FUEL are also a part of the curriculum delivery. The Objective of Student Training Program is to Train and Expertise the students to meet the requirements of industries. It aims to develop the students into complete professionals. It provides personality development, communication skills, resume preparation, aptitude test, interview skills, and group discussion activities to the students.

Context:

Industries are always on the lookout for students who are vibrant, energetic, and ready to accept challenges, attentive, fast learners, open to learning and good communication skills. There is a need to establish the vital link between students and prospective employers to facilitate the training of personality development, communication skills, resume preparation, aptitude test, interview skills, and group discussion to the students as they begin their career after the completion of their degree. In this age of privatization and globalization, there is an ever increasing industry requirement for professionals who have high employability index. The STP activities train the students to inculcate the important interview skills such as, dress code, confidence, creativity, and ability to react and respond, and handle stress.

In today's extremely tough competitive world there are various difficulties that children are facing but gradually students are realizing that they want to pursue a career in which they are passionate about. But in reality, most of the students unable to identify this passion and for that the most reliable way to find out their career passion, is Career counselling & skill enhancement that holds huge significance in the student's life which can simply turn the scenario upside down for them.

1. Through different career counseling sessions students can develop a problem-solving attitude which can be helpful in resolving their career queries.
2. According to various reports it is said that a student can learn a lot more through Communication skills therefore the student can enhance his communication skills.
3. Students can research on their own with the help of a counselor to explore new opportunities according to the latest trends.



4. Career counselor always helps the concerned student about having patience and also helps them to learn about listening skills.

The Practice:

The uniqueness of our STP is that it ensures the training of students in all perspectives. It puts high emphasis on professional, technical and nontechnical training, which will train the students to excel at interviews and recruitment processes. Students are constantly motivated through counselling, to increase their morale. SIMCA looks to develop the students from industrial perspective. For this, STP we have designed the training modules to impart Soft Skill, Life Skill, technical, logical, analytical, behavioural and managerial skills in every student. Apart from the regular academics, each student is trained for more than 100 hours on varied skills. The Soft Skill Trainings, Aptitude Skill Trainings and Technical Skill Trainings are conducted for the students after a proper planning prior the academic start.

Soft Skill Training Programme:

This helps students develop effective communication skills and presentation capabilities in academic and professional settings. These interactive activities focus on the work environment and real-life situations. This includes the enhancement of following skills:

- Presentation Skills
- Group Discussion
- Resume Preparation
- Interview Preparation
- Leadership Qualities
- Goal Setting
- Time Management
- Assertiveness, etc.

Evidence of success:

We have witnessed huge improvement in the personal and technical skills of the students after the successful completion of STP. We have observed a huge difference in their communication skills, their attitude in facing the interviews and confidence levels of individuals. Mainly our students stood different from others on the following distinguishable qualities such as

- Out of The Box Thinker
- Leadership Skills
- Effective Team Player
- High IQ Level
- Ability to Balance Work and Life
- Good Citizen



SINHGAD TECHNICAL EDUCATION SOCIETY'S
**SINHGAD INSTITUTE OF
MANAGEMENT & COMPUTER APPLICATION**



(Affiliated to Savitribai Phule Pune University & Approved by AICTE)

'NAAC' Accredited with 'A' Grade

S. No. 49/1, Off Westernly Bypass, Pune – Mumbai Expressway, Narhe, Pune – 411041, Tel: (020) 66831896 / 66831908 / 66831907

E-mail: director_mba_simca@sinhgad.edu Website: www.sinhgad.edu

- Best Fitment for Various Roles Available in The Market

Many employers have given excellent testimonials for our STP and placement support of making the students industry ready. Many parents have also given good testimonials for supporting their wards throughout their study to get better placements and making them a responsible citizen.

Problems encountered and Resources Required:

The following challenges emerged during the implementation of the STP in our institute.

Challenges

- Faces problems in hiring competent faculty with updated soft skills and technical skills which are needed to train the students
A few of the students lack commitment and out tracked, hence a close monitoring and mentoring by faculty is required.
- Increasing industry involvement in SIMCA STP.
- Competitive faculty ecosystem.
- To make the skill-based training system more effective, suitable training needs to be provided to the faculty members.
- Faculty Development programs are conducted to update the faculty on evolving technologies so that they can train the students on the latest technologies.





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For approval of Respected Rashna Madam.

**STUDENT TRAINING PROGRAM (STP) FOR SINHGAD
MANAGEMENT INSTITUTES
(2022-2023)**

MBA I: SEMESTER I

The Student Training Program focuses on the practical orientation of the students towards enhancing their communication skills. It will also focus on the necessary skills/etiquettes expected from an MBA student to get through the interview and sustain in the corporate environment.

Course Outcomes: On successful Completion of the course the learner will be able to:

<u>CO#</u>	<u>COGNITIVE ABILITIES</u>	<u>COURSE OUTCOMES</u>
1	Remembering	Exhibit memory of learned material by recalling basic concepts.
2	Understanding	Demonstrate understanding of basic concepts by organizing, comparing, interpreting given descriptions & stating main ideas.
3	Applying	Able to solve problems by applying acquired knowledge.
4	Analysing	Examine acquired knowledge/concepts to draw inferences and evidence.
5	Evaluating	Successfully present and defend opinions by making judgments about information validity of ideas.
6	Creating	Compile information together in a different way by combining concepts in a new pattern or proposing alternative solutions.

See

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V. J. J.



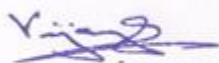
SYLLABUS (SEMESTER I)

1. Listening Skills (6 Lectures + 1 Test)
 - a. Importance, Finding Errors, Summarising what you heard, Pick out the main ideas, listen and spell (use a dictionary to identify the meaning), key details, and inferred meanings from short.
(Involvement of only listening skills)

2. Reading / Speaking Skills (8 Lectures + 1 Test)
 - a. Reading Comprehension, pronunciation, Essential English Vocabulary, Elevator pitch, Self Introduction, Basics of GD, Speech, Voice Modulations, Answer framing to basic interview questions,

3. Basics of Communication (Speaking & Writing) (6 Lectures + 1 Test)
 - a. **Verbal:** Fundamentals of effective speaking, Jargon, short talks, impromptu speaking, introducing others.
 - b. **Written:** Introduction to different Written Communication skills, Greetings, sentence framing, forbidden words, Presentation Skills, Book/Movie Review.

4. Soft Skills/ Basic Etiquettes & Manners (10 Lectures + 1 Test)
 - a. Email & Messaging etiquettes, Proxemics, Haptics, Body language, Confidence Building, imagine worst case scenarios, Leadership skills, Dressing, Resume & CV Writing.



5. Computer Aided Personal Productivity

Enhancing Tools

(10 Lectures + 1

Test)

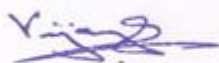
- a. Computer Functionality, Keyboard shortcuts, and commands.
Microsoft Word, Microsoft Powerpoint, Current Trends.

Total: 40 Lectures + 5 Tests

OUTCOMES OF THIS COURSE (SEMESTER I):

1. To provide students with *Effective Communication Skills* to improve their confidence.
2. To enhance the *Listening Skills* of the students.
3. Improve *Problem Solving Skills* of the students.
4. To induce students with basic *Social Etiquettes and Ethics*.
5. To inculcate students with *Leadership skills and Teamwork*.

✓





**STUDENT TRAINING PROGRAM (STP) FOR SINHGAD
 MANAGEMENT INSTITUTES
 (2022-2023)**

MBA I: SEMESTER II

The Student Training Program focuses on the practical orientation of the students towards enhancing their communication skills. It will also focus on the necessary skills/etiquettes expected from an MBA student to get through the interview and sustain in the corporate environment.

Course Outcomes: On successful Completion of the course the learner will be able to:

<u>CO#</u>	<u>COGNITIVE ABILITIES</u>	<u>COURSE OUTCOMES</u>
1	Remembering	Exhibit memory of learned material by recalling basic concepts.
2	Understanding	Demonstrate understanding of basic concepts by organizing, comparing, interpreting given descriptions & stating main ideas.
3	Applying	Able to solve problems by applying acquired knowledge.
4	Analysing	Examine acquired knowledge/concepts to draw inferences and evidence.
5	Evaluating	Successfully present and defend opinions by making judgments about information validity of ideas.
6	Creating	Compile information together in a different way by combining concepts in a new pattern or proposing alternative solutions.



SYLLABUS (SEMESTER II)

1. Interview & Group Discussion Skills (10 Lectures + 1 Test)¹
 - a. Abstract topics, Current Affairs, Debate, Discussion Groups, Important Interview Questions, Mock Interviews, and Current Market Trends.
 - b. General Awareness (Test Based): India & Other Countries, Sports, Awards, Books, Important Days, First in India/World (Male And Female), Eminent organizations and their headquarters.

2. Analytical & Creative Skills (6 Lectures + 1 Test)
 - a. Situational & Problem-based questions,
 - b. Caselets/Cases: General & Specialisation based

3. General & Advanced Aptitude (6 Lectures + 4 Test)
 - a. Coding-Decoding, missing number series, What will come next?, Floor Puzzle, Sitting arrangement.
 - b. Percentage, Profit & Loss, Simple & Compound Interest, Time Speed & Distance, Data Interpretation,

4. Domain Knowledge (Test Based) (2 Lectures + 2 Tests)²
 - a. In-depth Knowledge about their respective specialization

¹ (Number of Lectures + Test)

² For each specialization



- b. Marketing, Human Resources, Finance, Operations & Business Analytics.

5. Computer Aided Personal Productivity

Enhancing Tool

(11 Lectures + 2


Tests)

- a. Advanced Excel, Power BI³.

Total: 35 Lectures + 10 Tests

OUTCOMES OF THIS COURSE (SEMESTER II):

1. To provide students with the *Communication Skills* required for *Group Discussion & Personal Interviews*.
2. To provide students with *Domain Knowledge* to improve their level of confidence during *Corporate Interviews*.
3. To provide and enhance the *Analytical Skills* of the students.
4. Improve the *Aptitude Skills* of the students.
5. To make students familiar with *Computer and Presentation Skills*.


Dr. Daniel Penkar
DIRECTOR, SIOM

³ Subject to the resources available.





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Teaching Plan SEM I

SINHGAD INSTITUTE OF MANAGEMENT & COMPUTER APPLICATION, PUNE
 TEACHING & IMPLEMENTATION PLAN - TERM 1 - 2022-23

[MBA - I, Div -A]

Course Name : Student Training programme. Faculty Name: Dr. Rajeshwari.Shinde

Course Objectives/Outcomes (CO):	
CO.1	REMEMBERING Exhibit memory of Learned material by recalling basic concepts
CO.2	UNDERSTANDING Demonstrate understanding of basic concepts by
CO.3	APPLYING Able to solve problems by applying acquired knowledge
CO.4	ANALYSING Examine acquired Knowledge /concepts to draw inferences and evidences
CO.5	EVALUATING Draw inferences and evidence
CO.6	CREATING Compile information together in a different way by combining concepts in a new pattern or proposing alternative solutions.

Session No.	Session Planned Date (DD-MM-YYYY)	Unit No.	Topics to be covered	Session Objective (SO) (Map SO-CO)	Reference book/material	Session Actual Date (DD-MM-YYYY)	Review SO Attainment	Remarks
1	24th Nov 2022		Briefing of the course and Evaluation of the students			24th Nov 2022		
2	24th Nov 2022	1	Listening Skills :	The Art of listening	CO.2	24th Nov 2022		
3	1st Dec 2022			Movie Showcase ,Movie review writing	CO.3	1st Dec 2022		
4	1st Dec 2022	2	Reading Skill :	• Reading Intracacies	CO.4	1st Dec 2022		
				Individual activity Reading activity	CO.4			
5	8th Dec 2022			• List of words idioms and phrases (word Power)	CO.1	8th Dec 2022		
6	8th Dec 2022	2	Speaking Skills:	Introducing Yourself at a Job Interview	CO.2	8th Dec 2022		
7	15th Dec 2022			Phone conversation,	CO.2	15th Dec 2022		
8	15th Dec 2022			GD and PI	CO.3	15th Dec 2022		
9	22nd Dec 2022			Public speaking and Presentation	CO.2	22nd Dec 2022		
10	22nd Dec 2022			Presentation (Individual activity)	CO.3	22nd Dec 2022		
11	29th Dec 2022	3	Basic of Communication (Speaking and Writing) :	• Writing of Job Application	CO.6	29th Dec 2022		
12	29th Dec 2022			Activity : Individual activity Writing of Job Application	CO.6	29th Dec 2022	Attained	
13	5th Jan 2023			Interview Questions and answers	CO.3	5th Jan 2023		
				Activity : Individual activity Interview Questions and answers	CO.6			




Time Table SEM I

14	5th Jan 2023		Writing of Minutes of meeting & Agenda of Meeting , - Memo, Notices, circular	CO.2		5th Jan 2023	
15	12th Jan 2023		Activity : Individual activity Writing a Memo	CO.3		12th Jan 2023	
			CV and writing formal emails and letters writing reports	CO.2		12th Jan 2023	
16	12th Jan 2023		SWOT analysis	CO.2		19th Jan 2023	
17	19th Jan 2023		Activity : Swot writing	CO.3		19th Jan 2023	
		4	Soft skills and Basic Etiquettes and Manners :: Email Etiquettes	CO.1,CO.3		19th Jan 2023	
18	19th Jan 2023		• Greetings and some of the best sentences during the meeti	CO.2		2nd Feb 2023	
19	2nd Feb 2023		• Soft skills possessing	CO.2		2nd Feb 2023	
			• Self-express	CO.2		2nd Feb 2023	
20	2nd Feb 2023		Activity :Introduce yourself	CO.2,CO.3		2nd Feb 2023	
		5	Computer Aided knowledge Knowledge of Word ,excel and power point	CO.2,CO.3		*conducted in excel class(Dr. Rahul More)	
	Free slots		Presentation (Individual activity)		Free slots		
	Free slots		Presentation (Individual activity)		Free slots		
	Free slots		Presentation (Individual activity)		Free slots		
	Free slots		Presentation (Individual activity)		Free slots		Attained

Reviewer's comment on time frame, topics, assessment components practiced/ Syllabi completion:

Director Name and Signature :

Student Representative Name Signature: Vighnagar s.sonavane - 188

Subject Faculty's Name & Signature: Dr. Rajeshwar Shinde

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Sinhgad Institute of Management and Computer Application

2022-23

MBA SEM I DIV - A Time Table

Time / Day	Monday	Tuesday	Wednesday	Thursday	Friday
09:00 am to 10:00 am	EABD MM	BOM DMM	EABD MM	MA DRB	BRM NK
10:00 am to 11:00 am	OB PK	MA DRB	OB PK	OB PK	OB PK
11:00 am to 12:00 pm	BOM DMM	BRM NK	BRM NK	BRM NK	EABD MM
12:00 pm to 01:00 pm	DB DMM	EABD MM	BOM DMM	DB DMM	MA DRB
01:00 pm to 02:00 pm	LUNCH BREAK				
02:00 pm to 03:00 pm	VC DRS	MA DRB	VC DRS	BOM DMM	MF DSC
03:00 pm to 04:00 pm	LAB PK	ED DAD	DB DMM	STP DRS	DB DMM
04:00 pm to 05:00 pm	MF DSC	ED DAD	EADR AN	STP DRS	LAB PK
05:00 pm to 06:00 pm	Excel MS	EADR AN	Excel MS	SA/GL	SA/GL

101	MA	Managerial Accounting	DRB	Prof. Durga
102	OB	Organizational Behaviour	PK	Prof. Prashant K
103	EABD	Economic Analysis for Business Decisions	MM	Dr Megha Mehata
104	BRM	Business Research Methods	NK	Prof. Kanade
105	BOM	Basics of Marketing	DMM	Dr Milind Marathe
106	DB	Digital Business	DMM	Dr Milind Marathe
107	MF	Management Fundamentals	DSC	Dr. Seema
109	ED	Entrepreneurship Development	DAD	Dr. Amit Deshmukh
111	LAB	Legal Aspects of Business	PK	Prof. Prashant K
114	EADR	Enterprise Analysis & Desk Research	AN	Prof. Ashwini Nikam
115	VC	Verbal Communication	DRS	Dr. Rajeshwari Shinde
116	MS Excel	MS Excel	MS	Prof. Manisha
	STP	Students Training Programme	DRS	Dr. Rajeshwari Shinde
	SA/GL	Students Activities / Guest Lecture		
Class Co-ordinator			Dr Megha Mehata	

Director
SIMCA, Narhe Pune

STP Evaluation SHEET

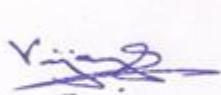
STP Evaluation Sheet

Class:


Div:A

Conducted By : Dr.Rajeshwari Shinde

Sr.No	Roll No	Name	Oral Communication Skills			Reading Skill	Type of Assessment :			Oral Communication		55 and above "O" Grade 45 -54 ="A"Grade 35-44="B" Grade 25-34="C" Grade 0-24="D"Grade			Grade
			SWOT	Personal Introduction	Interview Questions	Reading Passage	Movie Review	Application Letter	Memo Writing	Presentation	Attendance	Total Marks	Class Participation	Final Assessment	
		Marks Alloted	5	5	10	10	5	5	5	10	10	65	20	85	O
1	22A01	Amolik Vaibhav Dilip	4	2	7	8	4	4	3	5	4	37	8	45	A
2	22A02	Avhad Vrushali Santosh	5	5	8	7	5	5	5	6	4	46	3	49	A
3	22A03	Bansode Madhuri Dilip	3	2	3	4	2	2	3	3	4	22	0	22	D
4	22A04	Bhoyar Nidhi Sachit	5	5	7	0	4	5	3	0	5	29	10	39	B
5	22A05	Borade Vaibhav Laxman	3	2	7	0	3	4	3	6	7	28	10	38	B
6	22A06	Dadas Suraj Subhash	3	0	7	0	0	3	3	0	0	16	19	35	B
7	22A07	Dhamdhare Piyush Ganesh	3	0	7	0	2	0	3	0	5	15	20	35	B
8	22A08	Dhande Pratiksha Gurnvantrao	3	3	9	9	4	4	5	6	2	43	5	48	A
9	22A09	Dhangar Umesh Mallappa	2	2	4	4	2	2	3	3	3	22	0	22	D
10	22A10	Dhumal Suraj Bhausaheb	5	0	6	0	3	5	4	0	1	23	12	35	B
11	22A11	Dingar Darpesh Vijay	3	2	3	4	2	2	3	3	4	22	0	22	D
12	22A12	Gadge Girija Ganesh	4	3	8	0	3	3	3	4	2	28	7	35	B
13	22A13	Ghugare Rahul Kamaji	0	0	0	7	0	0	0	0	0	7	18	25	C
14	22A14	Gite Nikhil Ramdas	5	5	8	0	5	5	3	7	5	38	8	46	A
15	22A15	SINGH MANJEET KUMAR	2	2	4	4	2	2	3	3	5	22	0	22	D
16	22A16	Helawade Tejas Sudam	0	0	0	6	0	0	0	0	0	6	19	25	C
17	22A17	Jadhao Mayur Sanjay	2	2	2	4	4	2	3	3	5	22	0	22	D
18	22A18	Jadhav Harshada Mohan	0	0	0	0	0	0	0	4	0	4	21	25	C
19	22A19	Jadhav Kishor Nivrutti	2	2	4	4	2	2	3	3	5	22	0	22	D
20	22A20	Jadhav Shubham Ananda	3	0	6	6	4	4	0	8	4	31	9	40	B
21	22A21	Jire Ganesh Ramnath	5	3	8	8	5	4	4	6	4	43	3	46	A




Sample Assignment

	①		Date : _____
①	Tell me about yourself?		
→	<p>My name is Aniruddha Sandeep Vichare. Currently, I am pursuing. I had completed my bachelor degree in Commerce field and now I am pursuing my masters degree (MBA) from Sinhgad Institute of management and Computer Application. We are the ^{four} members in my family including me. And I My hobbies are to play cricket and watching games.</p>		
②	Walk me through me your Resume?		
→	<p>Recently I am have completed my bachelor degree in Commerce there after I found my part time job as a data entry in financial firm. I have admitted myself for pursuing MBA so I left my job. And also I had have certification in CCC and Advance Excel.</p>		
③	How did you hear about this position?		
→	<p>- I saw an advertisement for a job opening at in Newspaper of 'Times of India'. I had need - Then I connected with recruiter who put me in touch with the Company and made me aware about the Company.</p>		

[Handwritten Signature]



LESSON PLAN


SUBJECT: STUDENT TRAINING PROGRAM

SEMESTER- II (March- June 2023)

Sr. No	Topic	Content	Mode of delivery	Links/Page No.
1	General Aptitude	Reasoning ability, numerical ability, time and motion problems, relationship problems, data interpretation	Training was conducted by FUEL for 30 hours MCA- Mr. Navanath Sir 27 th March to 1 st April Aptitude Training in Classroom	View Document
2	General Aptitude	Verbal ability, logical reasoning, soft skills	GTT training 4 th July to 9 th July	View Document
3	General Awareness	Regarding countries, sports, industry, important days, and books.	Links were provided to the students. Tests were taken	Pg. No. 18
4	Analytical and Creative skills	Cases /caselets for critical thinking and analytical skills	Cases/caselets discussed for analysis and solution finding	Pg. No. 18
5	Domain Knowledge	Domain training Finance	Teaching	Foundation Finance Question Bank Fin
		Domain training HR	Teaching	Foundation HR Question Bank HR
		Domain Training Mkt	Teaching	Foundation Marketing Question Bank Mkt
		Domain Training OSCM	Teaching	Foundation OSCM Question Bank OSCM
6	Technical skills	Excel and MS Office taught	Workshop mode in Labs	View Document
7	Interview Skills, Group Discussion skills	How to appear for Group discussion and Personal interview	RUBICON training 3 rd April to 6 th April 2023	View Document
8	Interview skills, Group Discussion skills	Confidence, public speaking, resume writing, self-awareness	FUEL training 27 th to 31 st March 2023	View Document

Dr. Seema Choure
Asstt. Prof. HR

Dr. Rajeshwari Shinde
Asstt. Prof. HR


Dr. Vijaya Puranik
Director

3. General Awareness Module

The following links were given to the students for taking the quiz of General Awareness

<https://www.smartkeeda.com/current-affairs/april-2023-current-affairs-questions>

<https://www.gktoday.in/quizbase/current-affairs-quiz-april-2023>

<https://www.adda247.com/or/jobs/monthly-current-affairs-april-2023/>

4. Analytical Creative Skills- Caselets

Following Caselets were used to test and analyse the analytical skills of the students. The caselets are based on emotional intelligence and conflict management.

Pedagogy Used: The situations were given to the students in groups of 4 each. Each group was told to discuss for 10 minutes and then suggest atleast 2 solutions to resolve the problem and also discuss the effect of their solution.

Impact of the activity: The students learnt to work in groups . They also realized that there can be more than one ways of resolving issues. Students were forced to anticipate the impact of the solution from the point of view of the organization which was a new perspective for them.

EI Situations

2. Just when you have parked your vehicle in a parking lot, a man comes up to you and shouts how you could take his parking place and pushes you. What will you do? What will it achieve?

3. Your goal is to get 60% in the promotion exam of your department. The exam is to be taken in two parts. Part 1 result indicates you have got 40%. There are two more weeks before the part 2 exam. What will you do?

4. You are a new recruit in the office. Having completed your MPSC, you are looking forward to an intellectually challenging job ahead. Your boss takes you to a room full of personnel files and tells you to convert the entire data into soft form. How will you feel?

5. Your boss is firing your team because you have done a very bad job while preparing a document. He keeps shouting on and on. He is in a foul mood and does not seem willing to listen to reason. You have already made the required corrections in the document after realizing the problems and the corrected copy is in your hand. What will you do? What effect will it have?

8. You are in charge of a section of the collectorate where various important records are stored. A group of students whose RTI application regarding caste student certificate query is delayed

threaten to burn the building. You know a few of the students from that group personally. What will you do?

9. You are a cultural affairs officer at the Indian embassy in Pakistan. You get an order from India to show a filmed speech of a politician who is highly respected in India but not so popular in Pakistan. The speech is to be shown in the embassy. You have a feeling that the speech is likely to give rise to some disturbances in Pakistan. What will you do?

10. Priya calls her subordinate Prabhat to her cabin and fires him for not completing the work allocated to him on time. He was supposed to contact various dealers and procure tenders for the upcoming project. Prabhat being new to the job has had some difficulties and does not know what to do about them. He tries to explain to Priya however she is in no mood to listen because she has just received a firing from her own boss about the same issue. Prabhat stops talking and walks out of her cabin, frustrated and still at a loss.

FOR READING ONLY

1. A Samurai warrior goes to a ZEN master and asks him to explain the concept of Heaven and Hell. The master says "I will not waste my time by explaining to someone like you", the samurai shouts "how dare you insult me? I can kill you for this" "This is Hell" says the ZEN master. The samurai suddenly realizes his emotional state, calms down and puts away his sword thanking the master for his insight.

"That is heaven" says the master.

7. Mohit has worked in the fire brigade for the last 20 years. It was his birthday today. The Boss stood on a stool and said "Mohit has been a valuable part of this group for 20 years. He has saved Sameer, Ravi, and Shailesh from near death and has also helped Nilesh with his child's education. Mohit, we really value you and are fortunate to have you as a part of our group. On your birthday today we would all like to give you our best wishes and share a cake with you." At the end of the speech Mohit was in tears. He felt completely appreciated. All it had taken was 5 minutes and a cake.

6. A Japanese company manufactures tractors. Sales in India were not picking up. The CRM came to India and stood calmly in the corner of the showroom as customers come to buy tractors. He was surprised to see that most of the farmers came with their wife. He then found out what interest a farmer's wife may have in a tractor and includes it in the sales pitch training.

Situations for Conflict Management

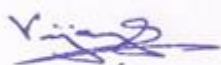
1. Sachin and Amit are co-workers on a project which requires creating the software customized to client requirement. Both are very good in designing the software. However their boss, Mr. Patel gives Sachin the designing job and Amit the work of managing client interaction to collect relevant information for designing the software. Amit does not like this and therefore does not cooperate with Sachin in sharing information of the client with him.
2. Sunita and Sakshi are working on an offshore assignment. They work together for 3 months alternately resolving the various issues the client has. When they come back to the parent company in Chennai, Sakshi is the first to meet the Boss-Pramod and give him a quick review of client satisfaction of the work. Boss calls a quick meeting of all the employees and appreciates Sakshi in front of all. Sunita feels offended and decides to hold up the information which she has to share with Sunita while preparing the report to be submitted to the company. The report is not submitted on time. Sakshi is offended.
3. Anand and Rohit are colleagues and have been working together for the past 5 years. They are currently working on compiling the report of the assignment which they have completed together. Their deadline is Saturday 12.00pm. Anand's report is ready but Rohit has not completed his part till 12.00pm. As a result report is not submitted on time. Both get a firing from the Boss. Anand is very angry with Rohit and has a shouting match with him.
4. Priya calls her subordinate Prabhat to her cabin and fires him for not completing the work allocated to him on time. He was supposed to contact various dealers and procure tenders for the upcoming project. Prabhat being new to the job has had some difficulties and does not know what to do about them. He tries to explain to Priya however she is in no mood to listen because she has just received a firing from her own boss about the same issue. Prabhat stops talking and walks out of her cabin, frustrated and still at a loss.
5. Manan and Narendra are handling the HR and the Production department respectively. Bharat is a supervisor on the shop floor. Manan has asked him to compile the performance appraisal of all his 20 subordinates (workers) within 2 days. Manan just starts compiling it when he gets an urgent call from Narendra that the current order has to be completed ahead of time and he needs to reallocate work so that the targets can be met. Bharat tries to explain that he has some HR work to be completed and may be delayed in doing this. Narendra is offended and threatens to take action on him if the work is not completed on time. Bharat also threatens to complain to the plant manager about this. Work is held up in the workshop.
6. Lalit and Vivek are good friends since college. Both now work in the same company. Lalit has studied Finance and Vivek, Marketing. Lalit due to family problems joined the company late and is still a trainee. Vivek is an Area Manager. He is allotted an additional responsibility of new branch in another city. Lalit's boss Supriya does not like the way he works, his method,

procedures etc. Vivek and Supriya are colleagues. When they are interacting about the expansion of the company in the new city, they discuss this issue about Lalit. Vivek confronts Supriya and tells her that she is biased unnecessarily against Lalit and that he knows Lalit is not an insincere person. Supriya dislikes Vivek's attitude. She decides to hold up the funds for the new city project which is allocated as a responsibility to Vivek. Vivek is in a fix as to how to handle this situation.

7. Chetana is a very sincere employee and has been working in ABD labs for the past 3 years. Her superior is Mr. Kulkarni who is an expert in the area. However Kulkarni has a son Gaurav who was aspiring for the post on which Chetana is working. But Gaurav failed the interview and hence he did not get the job. Omkar is Chetana's colleague. Taking advantage of the situation Omkar keeps telling Mr. Kulkarni complaints about Chetana everyday. At the time for promotion, Omkar is promoted over Chetana. She is demoralized and planning to quit the company. The project which she is handling and which is near completion is in the danger of being abandoned. There is no one as good as her to handle it.
8. Kavita and Suvarna are both in the HR department of a Training institute. Kavita always feels that she is given more work and Suvarna gets off lightly. Eg. When the training calendar had to be designed, Kavita was asked to design the calendar and Suvarna was given the job of compiling the attendance report of all attendees of the program. Kavita felt Suvarna's task was very mundane and easy. All the attendees of the program were asked to submit their applications to Suvarna. However some employees submitted them to Kavita. When Suvarna asked Kavita to share with her any applications which employees may have submitted to her, Kavita decides to take her 'badla' and withholds records citing reasons of 'not having time'. Suvarna does not understand what is wrong. She has to submit her report to her boss which is still incomplete because of the missing applications. She always felt Kavita was her colleague and friend. She does not know what to do.
9. Talat is a hardworking employee who started working at a very young age because of family difficulties. As a result he could only complete a diploma in engineering before he started working. For his sincerity he was steadily promoted and is now working as the production manager after a tenure of 15 years in the same company. He was a favorite supervisor at the beginning of his career. He was known to be caring and particular. He gave very clear instructions on how every work has to be done. This was followed strictly by all the workers and therefore there was no place for any mistakes. Their unit always got good performance awards. He was therefore promoted to the post of Production manager. As a production manager his tenure started in March. He was reporting to the plant manager. Mr. Sinha is the Plant manager and the boss of Talat. Farhan and Tahira were assistant production managers reporting to Talat. In April Mr Sinha, started receiving complaints from Talat's subordinates.

Farhan and Tahira both were fed up with his too much meddling with their work. He always seemed to be looking over their shoulder to check their work. One fine day Tahira confronted Talat and said that if he did not trust her, why doesn't he dismiss her from the job? Talat does not know what went wrong but is offended and charges her with insubordination which he threatens to put in her personal file. Tahira Meets Mr. Sinha.

10. Olivia gets a firing from her boss on Monday morning because she had not deputed anyone from her department for the meeting which is to be held in half an hour. Olivia mentions that she had told Shefali . Boss informs her that Shefali has been admitted to a hospital according to the information of the HR department. Olivia angrily brings out her phone after coming out of the office of her boss. She is about to call Shefali when she sees a message from her, sent early in the morning. Olivia had missed seeing the message. She marches into her department in a foul mood. She immediately calls Dina who is a friend of Shefali to her cabin. She shouts at Dina for being irresponsible and not informing her about Shefali in time. She also blames her for not being sufficiently involved in the departmental activities and tells her that she will have to go for the meeting and handle the agenda therein. Dina is on the verge of tears because she knows nothing about what is going on. She tries to explain, but Olivia is in no mood to listen. She tells Dina that if she cannot handle the work which is given to her she can leave.



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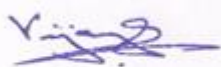
2022-23

MBA SEM II DIV- MARKETING


Time Table

w. e. f. 05/04/2023


Time / Day	Monday	Tuesday	Wednesday	Thursday	Friday
09:00 am to 10:00 am	HRM	MM	MM	CFM	CFM
	VVG	DMM	DMM	DRS	DRS
10:00 am to 11:00 am	FM	FM	HRM	HRM	HRM
	DRM	DRM	VVG	VVG	VVG
11:00 am to 12:00 pm	FM	FM	MFS	MM	MM
	DRM	DRM	MM	DMM	DMM
12:00 pm to 01:00 pm	MR	SNVM	BGS	SNVM	BGS
	AN	DSC	MM	DSC	MM
01:00 pm to 02:00 pm	LUNCH BREAK				
02:00 pm to 03:00 pm	MFS	MR	MR	OSCM	OSCM
	MM	AN	AN	VM	VM
03:00 pm to 04:00 pm	CB	CB	CB	MR	CB
	SKS	SKS	SKS	AN	SKS
04:00 pm to 05:00 pm	OSCM	OSCM	PBM	STP	GL/SA
	VM	VM	DMM	DRS	
05:00 pm to 06:00 pm	IADR	IADR	PBM	STP	GL/SA
	DMM	DMM	DMM	DRS	




201	MM	Marketing Management	DMM	Dr. Milind Marathe
202	FM	Financial Management	DRM	Dr . Rahul More
203	HRM	Human Resources Management	VVG	Prof.Vishwajeet Gaikar
204	OSCM	Operations & Supply Chain Management	VM	Prof. Vikrant Maheshwari
205 MKT	MR	Marketing Research	AN	Prof. Ashwini Nikam
206 MKT	CB	Consumer Behaviour	SKS	Dr. Sharma Sudesh
207	CFM	Contemporary Frameworks in Management	DRS	Dr. Rajeshwari Shinde
209	SNVM	Start Up and New Venture Management	DSC	Dr. Seema Choure
211	BGS	Business, Government & Society	MM	Dr Megha Mehata
218 MKT	PBM	Product & Brand Management	DMM	Dr. Milind Marathe
221 MKT	MFS	Marketing of Financial Services	MM	Dr Megha Mehata
214	IADR	Industry Analysis & Desk Research	DMM	Dr. Milind Marathe
IL	STP	Student Training Programme	DRS	Dr. Rajeshwari Shinde
IL	GL/SA	Students Activities / Guest Lecture		
Class Co-ordinator			Prof. Vikrant Maheshwari	



Director SIMCA, Narhe Pune



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