

Date: 2nd July, 2019

# NOTICE

The Career Guidance Cell in association with The Training Company is organizing a week-long training session 'The Tiger Session'. In the session the registered students will be trained in the subject of Soft Skills.

Interested students are requested to register their names with Ms. Shweta Ranade at the earliest.

The training sessions will be held in the auditorium from 15<sup>th</sup> to 20<sup>th</sup> July, 2019 between 10.30 am to 12 noon.

Kinh Sigha Ms. Kirti Signia

Career Guidance Cell

Dr. N.N. Pandey Principal







Activity Attendance Report

Name of Activity: The Tiger Sersion (Mou with With With) Name of Subject / Association: <u>Career Guidance Cell</u> Class: \_\_\_\_\_ Date: 15/7/2019 Academic Year 2019-20

Name of Teacher in charge: Shwela Powedsign. of Teacher:

| Sr.<br>No | Roll No.              | Name of student   | Signature | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory                  |
|-----------|-----------------------|-------------------|-----------|--|
| 1.        | SUBCOM                | Bhakti Joshi      | Blueti    | A  |
|           |                       | Bayali Manjsekan. | Jugite    | A  |
| 3         | SYBLOM                | Shivani kotian    | Pinani    | A  |
|           |                       | kajal Mishra      | Lojus     | A  |
|           |                       | vipul Thakur      | Mint      | - A  |
|           |                       | Milind Mestri     | Milind    | A  |
|           |                       | Laxmi leotian.    | logni     | A  |
|           | and the second second | Ankit yadar       | Ay        | A  |
|           |                       | Nameet Tha .      | Howthe    | -A   |
| 10.       | TY BLOM               | Shweta Mishra     | Shueta    | . A  |
| 11.       | lekcom                | Reshma Pandey     | Rechard   | A  |
| 12        | TYISCON               | Tayyab Patel.     | Jurge     | A  |
|           |                       | Ankit Daga.       | Anirit    | A  |
|           |                       | Komal Jain        | ford      | A  |
|           |                       | ritika Gaur.      | P.a       | A  |
| 16        | Tugiana               | vivek mane        | Buck      | ·A   |
|           | TYBLOM                |                   |           | A  |
|           |                       |                   | -         | SAMame   |
|           |                       |                   |           | 2 0 L'OT<br>2 0 L'OT<br>10<br>10<br>10<br>10<br>10<br>10<br>10<br>10<br>10<br>10 |

Activity Attendance Report

Name of Activity: The Tiger Sersion Mou with Mr wichy Correct Prusidance Cell Davids Name of Subject / Association: \_ career lyuaidance cell Class: \_\_\_\_ \_\_\_\_ Date: 16 1 2019 Academic Year \_\_\_\_\_ 2019-20

Name of Teacher in charge: Shweta Ranadesign. of Teacher:

| Sr.<br>No. | Roll No. | Name of student | Signature | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory |
|------------|----------|-----------------|-----------|---|
| 1          | TH BOOD  | Pranav Mishra   | Baran     | -   |
|            |          | Vivek Mone      | Divete    | A   |
|            |          | Ritita Gravy    | Ria       | A   |
| 4          | TYBCOM   | Komal Jain      | formal    | A   |
| 5          | TY BLOR  | Ankit Daga      | pret      | A   |
| 6          | 19Blom   | Tayyab Patel    | - Tomm    | A   |
| 1          | SyBcon   | Rehma Randey    | Harberg   | P A   |
| 8          | TYBER    | Shewta Mishra   | Shueta    | A   |
| 9          | FUBCON   | Nameet The      | - James   | A   |
| 10         | STRIC    | Ankil Jadav     | A.Y       | A   |
| 11         | TYBLOR   | lanne ketian    | lumi      | A   |
| 12         | TYBO     | Helund Mestri   | Minut     | A   |
| B          | TYBMS    | Viger Maker.    | Jey-4     | A   |
| 14         | TYRO     | Kajal Hichra    | fajel     | A   |
|            |          | Shivani Kotian  | Acimoni   | A   |
|            | -U       | Sayali Manjul   | ler       | A   |
|            |          | Bhaleti Joshi   | - Fredi   | A   |
|            |          | •               |           |   |
|            |          |                 | ¢         | AMane   |
|            |          |                 |           | 20-101  |
|            |          |                 |           | 0000  |
|            |          |                 |           | JOB   |



Activity Attendance Report

| Name of Activity: The tiger Session (Now with Mr. Wicky no  | ( 6' |
|---|------|
| Name of Activity: The Liger Session (Now with Mr. Wicky Do<br>Name of Subject / Association: Career Guidance cell | era) |
| Class: Date: 17/1/2019 Academic Year 2019 - 20  |      |
| New cm is the o   |      |

Name of Teacher in charge: Shueta Ranade Sign of Teacher.

| Sr.<br>No.  | Roll No.   | Name of student  | Signature | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory |
|-------------|--|------------------|-----------|---|
| ,           | SyBLOM   | Bhakti Joshini.  | Bhakil    | А   |
|             | the second s | Sayali Manjelear |           | A   |
|             |  | Pranav mishra (  |           | A   |
|             | Tuburn   |                  | Dives     | A   |
| 5           | Subrem   | Shivani kotian . | Shin      | A   |
| 6           | Typicano   | bial naidan      | Lejel     | A   |
| 4           | Tubean   | sitika gavr.     | R.CL      | A   |
| 8           | 1,4  | Dekomal Jain     | formet    | A   |
| 9           | 1-0  | Vipul Thalcur.   | light     | A   |
| 10          | TYBO   | Milind Mestri.   | nutinel.  | A   |
|             | Typcom   | Deam :           | Andel.    | Α   |
|             | Typicom  | Tayyab patel.    | 10,800    | A   |
|             | Typion   | lovini kotian.   | lunia     | A   |
|             |  | A los Mal        | 1.4       | A   |
|             | SUBION   | Navneet Tha.     | Jamestro  | A   |
| ber service | Fylkom   | Shweta Mishra    |           | A   |
|             | Tybiom   | Namet The        | Harret    | A   |
|             | Fillion  | Reshma Pandey    | Reshow    | A   |
|             |  | 0                |           | BAMere  |
|             |  |                  |           | 20 LIO15  |
| DI          | R-A/Gen/00   | 1                |           | 202   |



Activity Attendance Report

|            | . The              | 1        | Incies | INOU    | with Mr. | David |
|------------|--------------------|----------|--------|---------|----------|-------|
| Name of Ad | ctivity: <u>me</u> | -uger_   | Action | Uspie   | call     |       |
| Name of Su | bject / Associat   | ion: (a) | cer 9  | vidance | TEIL     |       |
|            | Date:              |          |        | - 1.63  | 20       |       |

licked

Name of Teacher in charge: Shweta Rande Sign. of Teacher: \_\_\_\_\_

| Sr.<br>No. | Roll No.   | Name of student  | Signature       | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory |
|------------|------------|------------------|-----------------|---|
|            |            | 1                | Rholds          | A   |
| 1.         | Sy Brom    | Bhakti Joshi     | 1 in            | A   |
| 2.         | TY BLOM    | Sayali Manjrekar | Shirani         | A   |
| 3.         | 10         | Alivani Conar    | tojal           | A   |
| 4.         |            |                  | limet           | A   |
|            |            |                  | Print           | A   |
| 1          | TIL DIANA  | miling           | Mulinel<br>lane | A   |
| •          | Jul Olen   | a done int       | A.V.            | a-  |
| -          | 10         | Allet cade       | Name Via        | A   |
|            | CH DIAN    | 1 Alaunket       | hunter          | A   |
|            |            | shweta rudola    | Joshund         | A   |
|            | 10 0       | roshma fait      | 10-10- March    | A   |
| 1/2        | HI DIAA    | Janual phot      | Arthie          | A   |
| 110        | ton Dree   | JANKIA P         | Ramal           | A   |
| 14         | H. 01.     | komal Jaun       |                 | A   |
| 15.        | 1.1. 10100 | ritika 07000     | R.q             |   |
| 114        | TH DIEN    | Wivek Mane       | Direte          | A   |
| 17         | TY BLON    | Pranav mishra    | Russ            | A .   |
|            |            |                  |                 |   |
| -          |            |                  | C               | AMame   |
|            |            |                  |                 | 0. L/01   |
|            |            |                  |                 | 103   |
| DI         | R-A/Gen/00 | 1                |                 | Correction of the second  |



Activity Attendance Report

Name of Activity: The liger Lession (Nov with Nor willy Dowid) Name of Subject / Association: Loreer Guidance Cell Class: \_\_\_\_\_ Date: \_\_\_\_\_ Date: \_\_\_\_\_ Academic Year \_\_\_\_\_ 2019 -20

Name of Teacher in charge: \_\_\_\_\_\_ Ronade Sign. of Teacher: \_\_\_\_\_

| Sr.<br>No. | Roll No. | Name of student                     | Signature | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory |
|------------|----------|-------------------------------------|-----------|---|
|            | 0.101    | Bhalcti Joshi                       | Bhatti    | A   |
| -          | SARIOW   | Junii Maninelar.                    | Jaya!     | A   |
| 2          | TABCOM   | Joyali Manjular.<br>Shivani kotian. | diaraci   | A   |
| 3          | SY BLOM  | Shivan Cours                        | Taja      | A   |
| 4          | TY BLOM  | Rejal Nichora.                      | Higher    | A   |
| 5          | TYBMS    | Vipul Thakor                        | millid    | A   |
| 6          | TYBLOM   | Milind Mestri                       | larvi     | A   |
| 4          | TURIOM   | laxmi Kotian.                       | AY        | А   |
| 8          | SYBLOM   | Anleit Jadan                        | ~ buth    | A   |
| 9          | MBION    | Nauneet Tha.                        |           | A   |
| 10         | TYBLOM   | Shweta Mishra.                      | Reshord   | A   |
| 10         | SyBlom   | Reshina Pandey                      | Tagyah    | A   |
| N          | TYBLOM   | Tayyab pater.                       | Anikit    | A   |
| 13         | TYBIOM   | Ankit Daga                          | locant    | A   |
| 14         | TUBLOW   | komal Jain.                         | 1         | A   |
| 15         | TYBIOM   | ritika haur.                        | R.a.      |   |
| 16         | TYBION   | vivele Mane                         | Diver     | A   |
| 17         | TYBLOW   | Pronar Mishra                       | France    | A   |
|            |          |                                     |           | 0   |
|            |          |                                     | (         | SHMane  |
|            |          |                                     |           | 20101   |
|            |          |                                     |           | ECE)  |



Activity Attendance Report

liger Session (May with Mr. willey David) Name of Activity: \_\_\_\_\_he Name of Subject / Association: Career guidance Cell 2019-20 Class: \_\_\_\_ Date: 2014/2019Academic Year \_\_\_\_

Name of Teacher in charge: Ahwela Ranode Sign. of Teacher \_\_\_\_\_

| 1.                                      | Roll No.   | Name of student | Signature  | Feedback :<br>A = Good<br>B = Satisfactory<br>C= Unsatisfactory |
|---|--|-----------------|--|---|
| 0 1 2 3 4 5 6 7 8 9 1 1 1 1 1 1 1 1 1 1 | SYBIOM<br>TYBIOM<br>SYBIOM<br>SYBIOM<br>SYBIOM<br>FYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>TYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION<br>SYBION |                 | Ait<br>Janea<br>Ait<br>Ait<br>Ait<br>Tayor<br>Ria<br>Prono | C = Unsatistactory $A$      |
|   | DI/R-A/Ger   | 2/00            |  |   |



8



# AGREEMENT



# The Training Company

And



Prahladrai Dalmia Lions College

Scanned with CamScanner

Greetings from "The Training Company", we thank you for giving us an opportunity to propose you training solutions designed to meet the high conversion ratio at campus drive and placement phase.

We would like to begin by introducing our company and the person behind the vision.

#### About Wicky David

Wicky David is the founder and Director of "The Training Company" & "VerifiedCV". These two companies have been started with one ultimate goal that is to make every student attending Wicky's session capable of getting through the hiring process of any company or brand not just in India, Asia but the World. We shall separately share name of corporate giants where his students have successfully placed during the in-campus interview rounds and he has been responsible for this attributes – is what the institutes has to say for him.

Wicky David is the master of "Campus Recruitment Training Programs", he is best known for his expertise of helping students handle the toughest questions asked in the interview with ease and answers which are not available on any online platform. The answers are remembered easily as he uses practical examples to relate the scenarios and questions. Every session begins with his signature challenge of delivering the training in a way nobody has ever delivered and will ever deliver. He has been successfully completing this challenge every single time and thus the institutes he has visited want him on board every year. The story and testimonials are available to view by using #takethewickychallenge on Instagram.

He has been contributing as training, development and hiring resource for over 14 years. His expertises are in the field of Recruitment, Sales and Communications – All Means. For over a decade he has delivered trainings on Process, Products, and on Skill Sets Such as Communication, Soft / Hard, Interview/ Interviewing and Sales.

Along with skills development, he conduct sessions on Grooming, Etiquettes and Confidence Building at various top institutions across India and MNC's and Corporate based in Mumbai, And these are just a few to highlight from the list of topics he has mastered, these can be seen at <u>http://thewickydavid.com/trainings.html</u>

Wicky David is the name that institutes trust and the first choice to scale up the selection ratio exponentially at the campus drives. With PAN India presence he has delivered trainings at over 50 + colleges in last few years.

You can see for yourself what his clients and trainees have to say for him at www.thewickydavid.com/testimonials

Wicky David is never tired or exhausted in delivering what he is known for. It is very usual for students to bunk such training programs but when it is he; you will see him surrounded with close to half of the class during the tea breaks and post session for hours and the conversation seems just to be never ending.

What attracts student and helps them open up is his friendly nature, approachable personality and charisma. He understands the psychology of students and knows exactly what their needs are. Students and faculty alike are going to be thankful to you for having him invited at your institute.

To assess the value this training brings to the trainees, We at The Training Company have created a most effective tool to measure the feedback.

JAM CI

# About The Training Company & VerifiedCV

While he was still working full time with a corporate, he has established "The Training Company" in April 2017 to achieve a personal vision of being able to support working individuals with resources which supports them to be professionals in the competitive corporate space and students across colleges with various trainings and help them capture job opportunities like nobody else.

Headquartered in Mumbai "The Training Company" aims to be the go-to firm for all training needs such as aptitude, verbal and soft skills across India with a full time strength of 55+ trainers & 15 on roll employees.

VerifiedCV is another brand started afresh this year in India. It is the next big thing, our core mission of VerifiedCV is simple; to make every résumé & CV perfect for the job. Our unique CV's & résumé comes with encryption of QR Code that can be scanned by any employer and verify with us. Asides, there are other various services that are catered to employer's & employees alike.

#### Proposal

2019 & 2020 is a very exciting year for us at The Training Company since we are offering a commercially free session this time for selective colleges across country.

# Presenting "The TIGER Session" powered under our campaign called as TAKE THE WICKY CHALLENGE

## What is the campaign TAKE THE WICKY CHALLENGE all about?

In a sentence the challenge is to visit institutes we have never been to but somebody else has. Someone who was considered the best or a class apart, we are coming to deliver a session and change your thoughts about that best individual/ organisation and set the benchmark way to high for anyone else to reach.

The training Wicky will deliver shall be delivered in a way nobody has ever delivered and you won't find someone else to deliver it much better unless he visits you again. As mentioned in the first page the challenge is assessed with a unique tool about which we will discuss before the training starts. As an institute you can conduct feedback in your own format and share the results with us in an open forum.

#### Why this training program?

A student decides to join an institute basis two major factor; they are a) the faculty and b) a strong placement cell.

While the faculty does their best to impart the knowledge and make them capable to excel in their core areas, it is the training and placement cell that works conscientiously to create job opportunities and give platform for these excellent minds.

We all know how difficult it is to have a corporate partner in the campus for placement drive and as an institute or TNP Cell we understand you are not just responsible for getting corporate in the campus but ensure the students get selected and make it a successful drive.

Now while you are doing your best and performing hard for getting companies in the campus it can be a success only when it results in highest number of selection at the HR round and this is what counts. These results can only be achieved if you have an expert training partner and the content which has delivered across and proven to be working for others. Our training program has been designed not only to support trainees get job during campus drives but also transform them to be self sufficient of getting placed off campus.



## Highlights and Content of Training

Each topic has been handpicked from vast experience of recruitment and according to training needs algorithm, requirement of the institute and geographical experience.

# A Three Day "The TIGER Session" covers in-depth information on:

- Personal Introduction
- Résumé Powered By VerifiedCV
- ✓ Grooming Discovering How To Dress Up for The Interview & Workplace
- ✓ Body Language Important Gestures at A Workplace
- ✓ Etiquettes
- Role Plays
- Mock Interview
- ✓ Mock Group Discussion
   ✓ Group Presentation
- ✓ Public Speaking
- ✓ Presentation Skills

## Training Delivery, Schedule and Requirements

- Training batches can begin as early as 7 am or 8 am depending on the college' time table.
- The basic requirement from the college will be of a Projector, Projector Screen and A Mandatory Collar Mic
- AC seminar hall for this session
- One faculty to be present at all times during the training session or no faculty to be present.
   Faculty to be changed every hour.
- Training will have 3 break gaps: 2 tea breaks of 15 minutes each and 45 minutes lunch break or as per the usual college schedule – applicable for sessions of full day
- Attendance shall be conducted in the morning and post evening tea breaks. Trainees who will skip a day or half shall not be allowed to continue the training unless if a written request is made by the principal's office.
  - Certificate of Participation shall only be given to students who will be present for all 3 days & if they opt for The Tiger Learning Kit
  - Any kind of behaviour from trainee(s) which interrupts/ delays the session shall not be entertained and the particular trainee(s) shall be asked to walk out and shall not be allowed to attend further sessions irrespective of the request from anyone.

#### Training Delivery – Your Expectations

- Training will be delivered as per the scheduled designed and no deviation shall occur from our end.
- Training will be as per the schedule and won't be delayed for whatsoever reasons.
- Student details will be captured in following format only: and all the details shall be maintained under the privacy tab and won't be shared to any third party.

| Sr.# | Student | Date  | Stream/   |      | Email   | Contact | Attenda |         |         | dance   | nce     |         |  |  |
|------|---------|-------|-----------|------|---------|---------|---------|---------|---------|---------|---------|---------|--|--|
|      | Name    | to    | of Course | Voor | Address | Number  | Day 1   |         | Day 2   |         | Day 3   |         |  |  |
|      |         | Birth | course    |      | rauress | Humber  | Morning | Evening | Morning | Evening | Morning | Evening |  |  |
|      |         |       |           |      |         |         |         |         |         |         | 0       |         |  |  |



#### **Relation and Commercials**

The usual billing happens on below listed components, and the average cost of a three day session is between INR 55,000 to 70,000 depending on geography & proposition.

- > Training Delivery
- > Content
- And Operations Cost

However the commercials towards training delivery & content has been waved and thus are not included in this proposal. We are offering not just one but number of batches (All Students) at NO COST.

For proposals campaigned under #takethewickychallenge, We at The Training Company generate revenue through the promotion of contents powered by VerifiedCV. The promotion is done through a presentation of 5 minutes under the supervision of training and placement head of the particular college.

The cost that needs to be borne by the institute shall be of Travel to & fro.

# Additional Offerings – Goodies under the #takethewickychallenge

Cash Reward of Rs. 5000/- From Wicky David To Student with The Résumé with Zero Error in All The Batches – Student Can Use Google, YouTube or Take Help from Any Faculty/ Juniors To Prepare It.

### Schedule

Basis the requirement and mutual discussion, we have agreed for 12 hours session in total. The session shall be delivered as 2 hours per day for a week starting 15<sup>th</sup> of July 2019.

#### Validity

This is a formal draft of proposal between "The Training Company" and "Prahladrai Dalmia Lions College" it is designed on the 27th of June 2019 at 4:45 Hrs and corrected on 3<sup>rd</sup> July 2019 at 17:54 Hrs.

#### Training Delivery and Requirements

- The session should be organized in air conditioned seminar hall at all times.
- A collar mic shall be a mandatory.
- A working projector along with remote control/slide changer and a projector screen.
- Training will have 3 break gaps: 2 tea breaks of 15 minutes each and 45 minutes lunch break.
- Attendance to be conducted by a college faculty in the morning (before starting the session) and post lunch break
  - No trainees shall be authorized to leave half day or remain absent without the permission of the trainer.
  - Trainees remaining absent shall be allowed to resume in the next schedule only if the principal and TPO sign jointly on the request letter written by the student.
- The training room should not rushed to be locked until the trainer has completed the conversation if any post training sessions, if the same needs to be adhered: then a separate class or cabin should be allotted for these important post session conversations between the trainer and students.
- o Multi colour white board marker.
- A white board.
- A4 Size blank papers.



Special Instructions to Students:

- Students to carry their résumés on day of the training as there is an exercise in the session on this subject.
- 100% Attendance Commitment.
- Accommodation (Applied if Accommodation is Outside the College) Applicable for Sessions Outside Mumbai
  - Accommodation to be provided within one kilometre range from the training venue. Pick up and drop facility to be arranged by the institute from and to the hotel.
  - Accommodation should be made in hotel with below facilities:
    - Air conditioned room
    - 24 Hrs hot water facility
    - Wi-Fi
    - And Laundry Services
    - Breakfast

#### > Food

- Preferably a hotel with breakfast facility should be booked, if the hotel does not provide breakfast then the college should make the breakfast available before the training starts as requested on day 1.
- Lunch should be arranged by the college either in the TPO's office or the college canteen whichever is near from the training room. Also, lunch should be served timely as decided on day 1 for all the days to avoid delays in the training schedule.
- Dinner shall be consumed outside the campus thus; either the hotel with a restaurant should be booked or bills to be settled with reimbursement.

#### Marketing and Promotion

Since this is a commercial free session arranged under the campaign "Take The Wicky Challenge" our reward at The Training Company will be an effective marketing to create impact. We have exclusively designed a marketing strategy for this program, request you to adhere accordingly.

Pre Training

- The TPO should make announcement about the training programs a week before the scheduled training.
  - The announcement shall have the below mentioned points:
    - About The Program
    - Importance
      - Name of The Speaker and The Company
      - The Challenge How this training program have been arranged
        - Introduction to be done as per the note shared

#### o Digital Marketing

- Digital marketing shall be done on the official instagram account of Wicky David on:
  - Challenge Accepted
  - Invitation Received

\*At no given point will it be disclosed to students that the training program is arranged at no cost.

 A Letter informing about the training schedule to be put on the college notice board 5 days in advance.



Scanned with CamScanner

Signatories For "The Training Company" signed on 20 July time 14:04 Hrs Founder & Director - Mr. Wicky David: **Official Stamp:** 



On Behalf of Prahladrai Dalmia Lions College, Mumbai

Name: D.g. N. N. Pandey

Nigh Designation: Principal Dr. N N Pandey

Signature: \_

Name: Madhavi Nighoskar

Designation: Vice Principal Prof. Madhavi Nighoskar

Designation: Conveyor - C G C Prof. Shweta Ranade

signature: Mighoskan

Name: S. Ranade. signature: Sanade.

Name: Kirk Sigta

Signature: Kinth Siglia

Signed on 2017 19 Time 14+04 Hrs

Designation: Coordinator Prof. Kirti Sigtia



**Official Stamp** 

#### Post Training

- The Training Company shall share a copy of feedback submitted by students post training. These feedbacks shall also be stored on the official website of The Training Company as testimonies.
- Below mentioned pictures should be posted and displayed for minimum 4 Years on the official college website along with accurate caption as given by us right after the completion of first training batch along with a hyperlink to our official website.
  - Wicky's picture during the session
  - Wicky and students group photograph
  - Felicitation ceremony on the last day

### Digital Marketing

- Digital marketing shall be done on the official instagram account of Wicky Dav
  - Challenge Completed
  - Video Feedback
- Certificate of Appreciation to be given in the name of Wicky David and The Training Company in the format shared by us. The certificate should be awarded by TPO and The Principal upon Successful delivery.

## **Closing Ceremony**

On the last day of the session or as mutually decided a closing ceremony should be arranged.

### The participants shall be:

- The college management: The Principal, Training and Placement Officer, Faculties, All the Students (Juniors) and the Speaker.
- Other than the usual closing protocol: the ceremony will begin with an open feedback house from the students, where randomly students shall come and give their feedback about the training.

#### Meeting

Post the closing ceremony or next day of the session, The Training Company and The Management shall have a meeting.

The discussion shall be upon following points:

- Training Feedback
- > Way Ahead

\*\*If any time constraint shall arise, the meeting needs to be reschedule within three working days and the stay needs to be extended for the speaker (for outdoor only).













