



**UGC-HUMAN RESOURCE DEVELOPMENT CENTRE**  
**(UGC - HRDC)**  
**PONDICHERRY UNIVERSITY**

**Dr. Panch. Ramalingam**

Reader

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PU/HRDC-Life Skills/5

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**Life Skills Training for Students in Higher Education**  
**21 – 23 February, 2017**

Sir/Madam

Sub: Conduct of Life Skills Training for Students in Higher Education on 21 – 23 February, 2017 – Reg.

We are happy to inform you that the UGC-HRDC, Pondicherry University, Puducherry in collaboration with the Rajiv Gandhi National Institute of Youth Development, Sriperumpudur, Tamil Nadu conducting a three day training on Life Skills to the students in higher education from 21<sup>st</sup> to 23<sup>rd</sup> February, 2017 at the Seminar Hall, UGC - HRDC, Pondicherry University, Silver Jubilee Campus, Puducherry.

**Aim of the programme**

To impart life skills training to student youth to enhance their skills and personality to bring a positive change in behavior and attitude among them.

**Objectives**

The programme is designed to help college students to enhance their life skills and develop capacity in facing challenges in their academic and career life. The objectives of this training are further to:

- Bring awareness on social realities and challenges in current education system
- Building capacity to face problems and challenges related academic endeavours
- Impart knowledge on life skills, Study skills, and personality development
- Instill on importance of life skills in effective study approach
- Enhance and enrich values of ten core life skills among participants.
- Develop their personality and leadership qualities

**Participants**

About 100 Students from our University departments and colleges affiliated to Pondicherry University will be admitted.

## Topics to be Covered

- **Training on Life Skills:** Introduction to Skills and Life Skills, Ten core Life Skills: 1. Self Awareness, 2. Empathy, 3. Critical and 4. Creative Thinking, 5. Decision Making and 6. Problem Solving, 7. Effective Communication and 8. Interpersonal Relationship, 9. Coping with Emotions and 10. Coping with Stress
- Internalizing and Application of Life Skills in daily life

## Content of Sessions

- ❖ **Introduction to Life Skills:** Introduction to Life Skills, Types of skills, Difference between Skills and Life Skills, Importance of Life Skills, Ten core Life Skills
- ❖ **Self-awareness:** Self-awareness, exploring oneself, everyone is unique, self-evaluation, SWOT analysis, Johari Window, practicing self-awareness.
- ❖ **Empathy:** Empathy, importance and necessity of empathy, enhancing empathy
- ❖ **Effective Communication:** Effective Communication, Importance of effective communication, process of communication, Barrier, 7C's of Effective Communication, Tips of effective communication.
- ❖ **Interpersonal Relationship:** Interpersonal Relationship, types of relationship, My Family, Understanding relationship, Stages of developing interpersonal skills, developing good relationship, Resolving interpersonal Problem.
- ❖ **Critical Thinking:** Types of critical thinking, stages for developing critical thinking skills, strategies that motivate to develop the critical thinking skills, Bloom's Six Levels for Critical thinking.
- ❖ **Creative Thinking:** Creative thinking, Methods that produce creative thinking, Negative attitudes that block Creativity, foster creativity in everyday life.
- ❖ **Problem solving:** Problem solving, simple and complex problem solving, stages for solving a problem, obstacles in solving a problem, enhancing problem solving skills
- ❖ **Decision making:** Decision making, Simple decision and complex decision, importance of good decision making skills, Enhancing ones Decision making Skills, Principles, Steps, model and framework of decision making skills
- ❖ **Coping with Emotion:** Understanding emotion, coping with emotion, types of coping, Symptoms and strategies of emotion, Importance of effective coping with emotion
- ❖ **Coping with Stress:** Stress, Vulnerable to stress, stress and stressor, types of stressor, Factors causing stress, managing stress
- ❖ **Internalizing Life Skills:** Self reflections, analysis of stories and case studies

We request you to kindly depute preferably Post-Graduate students of your department/ college for participation. The registration form enclosed along with this circular is to be used to depute the students. The last date for submission of registration form is **13.02.2017**. **There is no admission fee for attending the programme.** Hospitality will be provided during the programme. The confirmation of participation will be sent on the same day of receipt of the registration form by email. The confirmed participants are requested to report at 9.30 am on 21.02.2017 at UGC-HRDC, Pondicherry University, Silver Jubilee Campus, Puducherry – 605 014.

**Admission will be given first come first served basis.** Further details if any kindly feel free to contact:

Dr. Panch. Ramalingam: 0413-2654641, Mob: 9443352476,  
Email: panchramalingam@gmail.com

With regards

Sincerely



**(Dr. Panch. Ramalingam)**

Coordinator

Reader, UGC-HRDC

Pondicherry University, Puducherry – 605 014

To

1. All the Deans of Schools in the Pondicherry University
2. All the Heads of Departments/Centres in the Pondicherry University
3. All the Principals of colleges affiliated to the Pondicherry University (Puducherry region only)
4. The NSS State Liaison Officer, NSS, Puducherry.



**UGC – Human Resource Development Centre (UGC-HRDC), Pondicherry University**  
in collaboration with  
**Rajiv Gandhi National Institute of Youth Development**  
Ministry of Youth Affairs & Sports, Government of India, Sriperumbudur – 602 105, Tamil Nadu.

**Life Skills Training Programme (21 – 23 February, 2017)**

**Registration Form for Participants**

1. Name in Full (in Capital Letters): Mr./Ms. \_\_\_\_\_
2. Male  Female
3. Aadhar Number: \_\_\_\_\_
4. Category: SC/ST/North-East/OBC/General
5. Educational Qualification: \_\_\_\_\_
6. Whether physically challenged: Yes / No
7. University/College \_\_\_\_\_
8. Department and Year \_\_\_\_\_

**9. Address for communication (Present)**

\_\_\_\_\_  
\_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_ PIN: \_\_\_\_\_  
Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

**10. Permanent Address**

\_\_\_\_\_  
\_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_ PIN: \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
Mob: \_\_\_\_\_ Email \_\_\_\_\_

Have you participated in any other youth related training programmes: (if yes, give details):

Date: \_\_\_\_\_ Signature \_\_\_\_\_

**Certificate**

I certify that the above particulars are true. He/she is studying in our institution and belongs to SC/ST/North East/OBC/General community. He/she may be admitted to the Life Skills training from 21<sup>st</sup> to 23<sup>rd</sup> February, 2017 at UGC-HRDC, Pondicherry University, Puducherry.

**Date:** \_\_\_\_\_ **Signature of the Head of the Department/ College with seal**