

Sri A S N M GOVERNMENT COLLEGE, PALAKOL

CAPACITY ENHANCEMENT AND DEVELOPMENT SCHEME

Career Guidance & Counselling Cell

Purpose:

- The Career Guidance Cell of the Sri A S N M Government College (Autonomous), Palakol supports both UG & PG students of the college in achieving their dream careers by providing Career Guidance, Career Counselling, and other related services.
- The scheme of establishing a Career and Counselling Cell in College has been formulated to address the diverse socio-economic challenges and geographic backgrounds of the heterogeneous population of students coming to the College vis-à-vis equity of access and placement opportunities through availability of appropriate institutional support information.
- The career and counselling support that the college offers to its students makes them confident to perform better. Counselling thus addresses both the academic and the career concerns and opportunities.
- The inculcation of guidance about market patterns and employability can help the institution in building a base for its students. Career Guidance Cell would help the students with appropriate guidance to establish linkages with the world of work and locate career opportunities vis-à-vis the realities and job profiles in the context of highly competitive emerging occupational patterns.

Members of the Career Guidance Cell:

S.No	Name	Designation & Department	Position
1	G.SRINIVASA RAO	Lecturer in Physics	Coordinator
2	T.KRISHNA	Lecturer in Political Science	Member
3	Dr.V.YAMINI	Lecturer in Chemistry	Member
4	Dr.K.Bhadrachalem	Lecturer in Zoology	Member
5	Dr.B.SUBBALAKSHMI	Lecturer in Telugu	Member
6	Dr.K.Ramakrishna	Lecturer in Zoology	Member
7	Dr.Ch.Usha Rani	Lecturer in economics	Member

Objectives Career Guidance Cell:

1. To create awareness about job opportunities in various sectors like Government and Private.
2. To provide information about the skill sets required to join government and private organization.
3. To pose carrier guidance and motivational programme periodically.
4. To arrange coaching/training for Civil Services, Group Exams, Indian Armed Forces, Bank exams, Railway exams, and postal exams.
5. To organize programmes to create awareness about the importance of higher studies in India and Abroad.
6. To provide available updated information about jobs /positions/opportunities.
7. To organize lectures on career development by subject experts.
8. To help students share knowledge about themselves by identifying skills, and interests.
9. To organize lectures/seminars on interview skills, personality development, communication skills, leadership skills, resume writing, analytical skills, quantitative ability, verbal and reasoning skills essential to all competitive exams.

Web Link :

<https://sriasnmgdcpalakol.ac.in/page.php?menu=jkc&slug=training>

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Soft Skill Development

Soft skills are a combination of people skills, social skills, communication skills, character traits, attitudes, career attribute, social intelligence and emotional intelligence quotients among others that enable people to navigate their environment, work well with others, perform well, and achieve their goals with complementing hard skills.

Soft skills” are a cluster of productive personality traits that characterize one's relationships in a milieu which includes social graces, negotiation, ability to give and gain feedback, communication skills, presentation skill, optimism, **common** sense, personal habits, time management, teamwork, and leadership traits.

Curriculum for Soft Skills Training

S.No	Name of the Module	No of hours
1	Communication Skills-60 Hrs Soft Skills- 30 Hrs Ethical Values- 10 Hrs	100 Hrs
2	Analytical Skills	60 Hrs
3	Technical Skills	60 Hrs
4	General Studies	30 Hrs
TOTAL		250 Hrs

Web link:

<https://sriasnmgdcpalakol.ac.in//admin/ckeditor/uploads/Aware%20Technology5.pdf>

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Language and communication skills

The Language and Communication Lab was set up in a spacious accommodation Under the JKC platform in 2007. It is provided with 50 systems equipped with headphones. The Lab was started with an intention to promote Communication Skills and soft skills among the students to better their employment opportunities. ‘Globalina’ software has been given to JKC to train the students in the following areas

- Neutralization of Accent
- Phonetics
- Intonation
- Interview Skills
- Functional Grammar
- Correction of Sentences
- Soft skills such as
 - Team Work
 - Leadership
 - Time Management
 - Body Language
 - Negotiation Skills
 - Decision Making
 - Self-motivation
 - Adaptability etc.

Each topic is exhaustively dealt with a number of examples, exhaustive articles and lectures. It is followed by testing tools. There is also a facility for students to answer a number of online tests made up of objective type tests. The Language and communication Lab is highly successful in imparting practical knowledge through hands on experience. Special training is given to the faculty to use the software for the benefit of the students. After the expiry of the deal with Gloribana, this year the JKC Lab is provided with 14 Communication CDs made by Cambridge University in addition to anumber of books to guide the students.

WebLink:

<https://sriasnmgdcpalakol.ac.in//admin/ckeditor/uploads/Aware%20Technology5.pdf>

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Yoga and Meditation

Yoga and meditation is a group of physical, mental and spiritual practices or disciplines which originated in ancient India. Yoga is one of the six orthodox schools of Hindu Philosophical traditions. There is a broad variety of yoga schools, practices and goals in Hinduism, Buddhism and Jainism.

Types of meditation:

With many types of meditations to try, there should be one to suit to most of the individuals.

- Loving kindness meditation
- Body scan or progressive relaxation
- Mindfulness meditation
- Breath awareness meditation
- Kundalini Yoga
- Zen meditation

Transcendental meditation

One will be enabled to deal with different kinds of people by practicing yoga regularly. Yoga is a best method to adapt it to live happily, energetically and peacefully. No method helps to achieve the goals other than yoga.

The above mentioned methods are regularly practiced by the students. The college students were offered the yoga and meditation certificate course so as to make them fit to progress in their career both mentally and physically.

Web link:

1. <https://sriasnmgcdpalakol.ac.in//admin/ckeditor/uploads/SPRTSD2021-22.pdf>
2. [https://sriasnmgcdpalakol.ac.in//admin/ckeditor/uploads/yoga%20\(1\).pdf](https://sriasnmgcdpalakol.ac.in//admin/ckeditor/uploads/yoga%20(1).pdf)

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Personal Counselling

Personal Counselling is one of the important activities followed by the college in this activity the students' progress is monitored on a continuous basis. The proctor (Class Teacher) of the class categorizes the students into slow learners and advanced learners based on the continuous internal assessment (CIA). The student is called upon at frequent intervals and counselling is done to him about his progress on the semester subjects. Instructions will be given to him from time to time to improve his or her performance. The Student Progress Card for all the semesters is monitored by the respective proctors of the class.

The students are advised from time to time the changes they have to make in their career progression to enhance their skills, knowledge, attitude and behaviour. The proctor also monitors the behaviour of the students on a regular basis. The parents meeting will also be called upon to inform the students progress and performance on the program semester wise.

Sample counselling forms:

Sri A.S.N.M.GOV'T COLLEGE (AUTONOMOUS)
PALAKOL, WEST GODAVARI, A.P, 534260

WARD COUNCELLING RECORD- 2021-22

Admission No: 9978

Class: III BSc (MPCs) Hall Ticket Number: 1922043

1. Name of the Student : KUNCHE BHARGAVI
2. Date of Birth(DD-MM-YY) : 23/01/2001
3. Father's Name : K. Pallapa Raju
4. Mother's Name : K. Naga Lakshmi
5. Parent's Occupation : Agricultural labourer
6. Annual Income : 48,000
7. Aadhar Number : 468923638419
8. Social Status : OC (Kapu)
9. Marital Status : Un married
10. Academic Record :



(a) S.S.C : 80 (%)

(b) Intermediate: 73 (%)

(c) Under Graduation marks in Percentage (%):

Sem-I: 74 (%)

Sem-II: 65 (%)

Sem-III: 77 (%)

Sem-IV: 66 (%)

Sem-V: 77 (%)

11. Progression: PG/JOB

12. Permanent address for Communication:

H.No: 4-53 Street/Village: Sunkarapalem Mandal: Yelamanchili
District: West Godavari Pin Code: 534266 Phone No: 9603846431
E-Mail Id: bhargavi kunche @ 777@ gmail.com

13. Urban/Rural

14. Hostler/Day Scholar:

15. Hobbies/Interests: Reading books, playing Games.

16. Extra Curricular Activities/Committees Involved:

17. Details of Merit Scholarships Received: Nil

18. Formative and Summative Assessment:

Name of the Subject	T MID-I	E MID-II	Sem- I,III,V	P MID-I	CS MID-II	Sem- II,IV,VI	Overall Percentage
Sem I	21+51	18+54	25+69	25+47	22+42		
Sem II	22+50	22+34	25+42	25+30	23+39		
Sem III	20+58	23+50	25+71	22+43	22+38		
Sem IV			25+38	19+32	23+36		
Sem V	25+61	25+55	25+41	25+34	25+49	20+27	

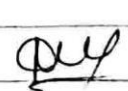
19. Attendance

Month	Sept- 2021	Oct- 2021	Nov- 2021	Dec- 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	August 2022
No. of Days Working	16	19	24	22	18	23	24	22	24	25	25	22
No. of Days Attended	15	18	22	21	17	21	23	21	23	23	24	21


20. Counselling Notes:

Name of the Lecturer: Mr/Ms/Dr.

Designation:

S.No	Date/Month	Area of Counselling: Career/Academic/Personal(If any)	Signature of the Lecturer
1.	Jan 22	Good at computers. So asked to pursue career in Software	

K. Bhargavi
Signature of the Student


Signature of the Teacher

Sri A.S.N.M.GOV'T COLLEGE (AUTONOMOUS)
PALAKOL, WEST GODAVARI, A.P, 534260

WARD COUNCELLING RECORD- 2020-21

Admission No:

Class:

Hall Ticket Number:

1. Name of the Student : Chintaparthi Ashok Kumar
2. Date of Birth(DD-MM-YY) : 25/05/2000
3. Father's Name : Raj Kumar
4. Mother's Name : Vasa Lakshmi
5. Parent's Occupation : Farmer
6. Annual Income : 60,000/-
7. Aadhar Number : 4386 7277 9773
8. Social Status : Hindu
9. Marital Status : Unmarried
10. Academic Record :



- (a) S.S.C : 8.5 (%)
- (b) Intermediate: 8.5 (%)
- (c) Under Graduation marks in Percentage (%):
 - Sem-I: 74.7(%)
 - Sem-II: 67.4 (%)
 - Sem-III: 81.8 (%)
 - Sem-IV: 79.8(%)
 - Sem-V: 84.6 (%)

11. Progression: PG/JOB

12. Permanent address for Communication:

H.No: 6-110 Street/Village: Gummaburu Mandal: Poduru
District: West Godavari Pin Code: 534267 Phone No: 9490314381
E-Mail Id: chmaria9490@gmail.com

13. Urban/Rural ☒ Rural

14. Hostler/Day Scholar: Day Scholar

15. Hobbies/Interests:

16. Extra Curricular Activities/Committees Involved:

17. Details of Merit Scholarships Received:

18. Formative and Summative Assessment:

Name of the Subject	T MID-I	E MID-II	Sem- M I,III,V	P MID-I	CS MID-II	Sem- II,IV,VI	Overall Percentage
Sem-I	20+50	16+42	25+67	25+51	21+35		
Sem-II	22+61	24+36	25+33	25+35	25+38		
Sem-III	20+49	17+47	25+72	23+60	24+66		
Sem-IV			25+75	25+53	24+73		
Sem-V	25+75	25+72	25+39	25+58	25+60	24+38	

19. Attendance

Month	Sept- 2021	Oct- 2021	Nov- 2021	Dec- 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	August 2022
No. of Days Working	16	19	24	22	18	23	24	22	24	25	25	22
No. of Days Attended	15	19	22	21	17	22	23	20	21	24	23	20

20. Counselling Notes:

Name of the Lecturer: Mr/Ms/Dr.

N.V.R.D. Padmalata

Designation: Contract Faculty in Phys

S.No	Date/Month	Area of Counselling: Career/Academic/Personal(If any)	Signature of the Lecturer
1.	Jan 2022	As he is good academics asked to try and secure bank Job	Dr

Ch. Ashok
Signature of the Student


Signature of the Teacher