



# K L University

(Koneru Lakshmaiah Education Foundation)

Estd. u/s 3 of UGC Act 1956

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Constituent College KLCE Accredited by NAAC with CGPA 3.76/4.00

Approved by A.I.C.T.E ± Accredited by N.B.A.± ISO 9001-2000 Certified

## Academic Staff College

09.08.2017 to 10.08.2017

A two day training programme was held on 9th and 10th August, 2017 on Train the Trainer for skill enhancement for all the faculty of CSS department by Academic Staff College. The resource person was Ms.V.Dolly, Asst. Prof.ASC, KLU.

A day before the programme, Training Need Analysis was done by the resource person. It was evident that the faculty members were talented enough in their domain of Soft skills and Communication but not well equipped with the skills that are required for a trainer. Hence, the programme was designed as follows :

### 10th August:

1. Difference between teaching and training.
2. The right attitude for a trainer.
3. Understanding Empathy, Apathy and Sympathy.

### 11th August:

1. Body Language
2. Interview Skills.

Handouts were given on the subject and video recording was done for role plays to understand and discuss the related aspects pertaining to the subject. The session concluded by summarising all key tools and techniques required for enhancing skills with respect to soft skills and Communication.



Participants receiving certificates at the end train the trainer program



Participants group photo at the end train the trainer program