

**PM-USHA – SOFT COMPONENT ACTIVITY REPORT ON  
PLACEMENT TRAINING AND CERTIFICATION PROGRAM**

**1. Basic Information**

Name of the College: **Government Degree College(W), Srikalahasti.**

Component: **Soft Component**

Type of Activity: **Training**

Title/Theme of the Programme: **Placement training and certification program**

Organizing Department: **English**

Date(s) of Conduct: **06-08-2025 to 15-09-2025**

Duration: **28 days**

Venue: Government Degree College(W), Srikalahasti - PG Room, Labs and Virtual lab.

Mode: **Offline.**

**2. Objectives of the Programme**

1. Equip learners with foundational digital skills and ICT awareness required for modern education, employability, and e-governance participation.
2. Prepare learners to effectively use computers, the internet, and cloud-based productivity tools.
3. Enhance learners' ability to create, edit, and manage professional documents, communicate digitally, and understand cloud platforms.
4. Develop logical thinking and problem-solving skills essential for technical roles.
5. Improve learners' communication, teamwork, and productivity skills for workplace readiness.

**3. Details of Resource Persons**

S.No.	Name	Designation	Organization/Institution	Topic Delivered
1	Mr.R. Sunil Kumar	Managing Director	Innovation Tech Tree	Digital Literacy
2	Mr. A Hemanth	Founder	Innovation Tech Tree	Productivity Tools
3	Ms. P. Sandhya	Senior Developer	Innovation Tech Tree	Technical Programming Skills
4	Mr. B. Jagadeesh Kumar	Senior Developer	Innovation Tech Tree	Creative Design

5	Mr. P. Sadha Lalith	DM Analyst	Innovation Tech Tree	Communication Excellence
6	Mr. K. V. Sunil Kumar	Manager	Innovation Tech Tree	Employability Training Programme.

#### **4. Beneficiary Details**

No. of Students: 80

No of Faculty: Nil

No of Non-Teaching Staff: Nil

No of External Participants: Nil

Total Participants: 80

#### **Gender-wise Participation (if available)**

Male: Nil

Female: All Female

#### **5. Programme Description**

The Placement Training and Certification Programme has been meticulously designed to transform students into job- ready professionals by integrating six modules: digital literacy, productivity tools, technical programming skills, creative design, communication excellence, and employability n the training programme.

The training programme aimed to equip learners with essential digital skills and ICT awareness for modern education, employability, and e-governance participation. The programme covered, various activities and sessions include:

Introduction to ICT and Digital Literacy, MS Office Tools (Word, Excel, PowerPoint)Internet & Cloud Computing Concepts, Google Productivity Tools (Drive, Docs, Sheets), Basics of Programming (Python)Web Development Basics (HTML, CSS, JavaScript, Bootstrap), AI tools like ChatGPT and Gemini, Canva & Grammarly for projects, Soft skills like speaking, vocabulary building, grammar, listening, and reading, Resume writing, cover letter, email writing, and interview skills.

The sessions were conducted through instructor-led demonstrations, hands-on coding, and practical exercises, with interactive discussions and guided practice. Participation was encouraged, and learners gained practical understanding and application of ICT tools, reading skills, mock interview skills, writing effective resume, emails, cover letters making students job ready.

## **6. Outcomes/Impact of the Programme**

- a. Upon completing this Training Placement and Certification program, students gained a versatile skill set that enhances their digital literacy, programming abilities, and professional communication. They will be proficient in essential software like MS Office and Google Tools, and have a solid understanding of internet and cloud concepts, as well as basic AI tools. Additionally, they will possess foundational programming skills in Python, including variables, loops, and input/output logic, and an introduction to web creation using HTML and CSS. Their communication skills will be enhanced, with improved speaking, listening, and reading abilities, and a grasp of professional etiquette for email writing and non-verbal communication. Furthermore, they will be equipped with career and job search readiness skills, including writing effective resumes and cover letters, and preparation for job interviews through group discussions, mock interviews, and techniques like the STAR method. They will also possess essential workplace skills, such as time management, confidence in interview settings, and career planning using platforms like LinkedIn.
- b. Provide details of the follow-up activities planned, if any.
  1. Mini Project
  2. Mock Interviews
  3. Career Planning Workshops
  4. Training in digital marketing, or cybersecurity.

## 7. Photographic Evidence





**Srikalahasti, Andhra Pradesh, India**

1-544, Ntr Nagar, Indra Nagar, Veeramusti Palem,  
Srikalahasti, Andhra Pradesh 517644, India  
Lat 13.745208° Long 79.707605°  
Friday, 22/08/2025 03:00PM GMT +05:30



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**Srikalahasti, Andhra Pradesh, India**

1-544, Ntr Nagar, Indra Nagar, Veeramusti Palem,  
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Lat 13.745208° Long 79.707605°  
Monday, 01/09/2025 03:21 PM GMT +05:30



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**Srikalahasti, Andhra Pradesh, India**

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Srikalahasti, Andhra Pradesh 517644, India  
Lat 13.745208° Long 79.707605°  
Thursday, 11/09/2025 03:28 PM GMT +05:30



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**8. Media / Publicity (if any)**

Website Link:

Newspaper Coverage: nil

**9. Overall Satisfaction Level:**

Excellent / Very Good / Good / Satisfactory

**Very Good**

**10. Suggestions / Recommendations from Participants:**

(Any suggestions for improving future programmes.)

More hands-on practice

Advanced topics

Mentorship