

RATIONALE STUDENT LEARNING THROUGH THE NATURE OF EFFECTIVE TEACHING, LEARNING ASSESSMENT PRACTICES, PROFESSIONAL DEVELOPMENT PROGRAMS ON CAREER DEVELOPMENT

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Abstract

There is a bewildering array of options available to a student today and it can be confusing, daunting, and exciting all at the same time. Students may think a career search begins with a resume, but it is actually a process of self-discovery.

In all Educational Institutions Career Center is the center point of career development, interpersonal skills and placement activities. It has emerged out as a privileged objective for several national and international recruiters to pick the fresh ability raised at the institution. This paper Directorate of Career Center holds a historical journey of innumerable success stories in terms of feeding the intellectual and intelligence phases of student's life through appropriate methodology. The infrastructural excellence that has developed along with the Institutions growth plays a lead role in supporting placement training and opportunities.

Keywords: *Career Development Center; Effective Teaching; Active Learning; Career Guidance; Interview; Life Skills Training; Placement Training Cell; Stress Management; Time Management.*

Introduction

The Educational Institutions Career Centre works with students, alumni, staff, faculty and employers to support the students enhance their abilities and confidence to land them into a rewarding internship, job, or offer for post-graduate study (India/Abroad) or launch them as an entrepreneur.

The Career Centre has a systematic and methodical approach to train and groom students to identify and build on their strengths while at the same time work on their weak areas so that by the end of third year they are well positioned to launch their careers. The Career Centre is a target recruiting ground for all major recruiters and has strong linkages with industry and is highly regarded by employers. The Career Centre besides, placement and training holds workshops, events like Hackathons, Quiz etc., conferences, talks by expert, internship, industrial visits to enable students to be up-to-date with contemporary trends and be 'Market Ready' by the time of graduation [1]. Effective Teaching is defined as teaching that leads to improved student achievement using outcomes that matter to their future success. The student's progress is the yardstick by which teacher's quality should be assessed. Teaching is not a mechanical process that can be practiced by robots. Modern technology can certainly assist, but it is the teacher has to interact with her or his learners as human beings.

The teacher's role is to provide information, to instruct, to demonstrate and to supervise activities. The teacher is expected to be a facilitator of active learning by involving the students much more in doing and researching rather than in passive listening. The teacher has to respond sensitively to the dynamics of the classroom, to stick to his/her lesson plan, and to ensure the learning of individuals. [2].



Figure 1 Educational Institutions Plan

Figure 1 shows Placement Cell has excelled in all its endeavors and the students who have excelled academically and aspired for admission in all educational Institutions will leave the campus with best offers. Started a dedicated placement cell headed by a senior person. The strengths of the Placement Department are [3]:

- Ethical
- Transparent
- Self-learning and evolving.

A quality teacher is one who has a positive effect on student learning and development through a combination of content mastery, command of a broad set of pedagogic skills, and communications/interpersonal skills. Quality teachers are life-long learners in their subject areas, teach with commitment, and are reflective upon their teaching practice. They transfer knowledge of their subject matter and the learning process through good communication, diagnostic skills, understanding of different learning styles and cultural influences, knowledge about child development, and the ability to marshal a broad array of techniques to meet student needs [4]. They set high expectations and support students in achieving them. They establish an environment conducive to learning, and leverage available resources outside as well as inside the classroom.

- The will to win,
- The desire to succeed,
- The urge to reach your full potential... are the keys that will unlock the door to personal excellence.

Career Development Centre Activities

“Help the students to fulfill their dreams by providing quality placement and to assure a challenging career.”

Career Centre is destined with exuberance of activities interpersonal skills development activities that may help the aspiring students to choose a goal setting path. There multitude of training programmes available for the students to experience the complete benefit of achieving successful placement. The activities are categorized as learning and professional development programs which are listed below.

Step 1 Career Ambassadors:

"An Action is a Thought Well Conceived"

The in-house training and support rendered would bear fruit only when the students flourish in their career. Institutions Career Ambassadors are the passed out students who have experienced the output of training and support rendered either in getting placed in companies or for their higher education. They would act as the mentors to the juniors to help them design their career. They would form the link between the institute and the industry. Such students are believed to create a positive wave among the young pool of talent.

Step 2 Online Learning Management System

The learning management system of Career Development centre was developed and adopted with the thought to empower the students for varied demands of their career. It is a comprehensive platform that combines the ideas of students and the knowledge of the trainers to facilitate learning beyond classroom. The coming together of the students and the trainers would help translate the classroom sessions and connect them to the real life instances. With knowledge and learning just a click away, rest is all bright and clear in the way forward.

Step 3 Professional Development Course

Exclusive training in soft skills, project management, presentation attitude, etc are given to students to make them easily eligible to compete in the contemporary professional society. Sky is the limit when it comes to offering skill based training at Institutions Career Centre. The professional development course will tune the individual to administer multiple levels of projects. Both domestic and international students experience the most beneficial part of successful academic life through this training.

Step 4 Placement Pedagogy

Placement training involved the following activities to achieve the desired results and set targets.

- Placement of students in industries through campus recruitments, pooled campus and off campus recruitments.
- In plant training for students in industries during summer and winter vacation.
- Project works for the final year students in industries.
- Continuous institute-industry interaction.
- Pre-joining Learning Initiatives.
- Alumni activities

Step 5 Other Activities

- Participating in industrial exhibitions, fairs, seminars to promote useful interaction with the industries.
- MOUs with industries giants like TCS, ACCENTURE, MAHINDRA, and WIPRO etc. For: Curriculum Development Programmes (CDP) / Faculty Development Programmes (FDP) / Student Development Programmes (SDP) etc.
- Counselling on job opportunities.
- Guidance to the students on GATE, IES, GRE etc.
- Helping students in industry visits

Interpersonal Skills - Career Development Centre (Life Skills Training)

Career Centre stays an exclusive destination for interpersonal skills development. The objectives include,

- Laying strong foundation for students' self development.
- Developing the right attitude towards their personal, social and professional life.
- Enabling students strengthen their interpersonal skills and work effectively in a team.
- Empowering students in decision making and conflict resolution with a win - win attitude.
- Preparing students to meet the requirements of the corporate world.

Self Analysis

- Know Yourself..!!!
 - Know your strengths and weaknesses
 - Identify your opportunities and threats
 - Explore your own values, personality, interests and skills
- "It is wisdom to know others; It is enlightenment to know one's self."

Attitude

- Understand the influence of attitude in thinking, learning and behavior.
- Become aware about the factors those influence one's attitude like environment, experience, etc
- Know your strengths and weaknesses

- Identify your opportunities and threats
- Explore your own values, personality, interests and skills
"It is wisdom to know others; It is enlightenment to know one's self."

Attitude

- Excellence is not a skill; it is an attitude in thinking, learning and behavior.

Change Management

- Become the change you wish you see in this world
- Discover the potentials hidden in you during the period of the change
- Equip yourself to respond to every change
- Be the change you wish to see in this world

Motivation

- Be fresh, be enthusiastic, be motivated
- Understand the difference between self-motivation and external motivation
- Failure is not falling down, but refusing to get up

Goal Setting

- Set smart goals
- Get clarity about future tasks and projects
- Create, follow and pursue your dream career
- Shoot for the moon, even if you miss, you will land amongst the stars

Etiquette

- Modify your body language
- Learn professional email etiquettes
- Develop your behavior and mannerism
- There are some things that money can't buy: manners, morals and integrity

Time Management

- No more grumbling: "I don't have time...!"
- Understand the value of each and every second
- Get practical ideas for managing your time effectively

Interpersonal Development

- Become a dynamic, extroverted personality
- Read and understand human beings like a book
- Develop win-win attitude in your life
- Become interdependent
"People will forget what you said; People will forget what you did; People will never forget how you made them feel."

Teamwork

- Become an Active team-player
- Synchronize your individual and team goals
- Describe ways to build trust within a team
- Establish methods to celebrate team success
"Together Everyone Achieves More."

Gratitude

- Learn be grateful for everything you have
 - Enjoy the costless luxuries of life
 - Caring for others and being grateful for those who care for us
- "It is not happy people who are thankful; it is thankful people who are happy."

Leadership

- Understand the difference between a manager and a leader
 - Become an effective and efficient leader
 - Learn the various classifications of leadership
- "A leader is one who knows the way, goes the way and shows the way."

Emotional Intelligence

- Be the creator of your own emotions
 - Understand where to use EQ and where to use IQ
 - Lead a peaceful, happy life
- "In a very real sense we have two minds, one that thinks and one that feels."

Conflict Resolution

- Be a solution, not a problem
 - Identify specific constructive and destructive behavioral responses to conflict
 - Understand the difference between active and passive responses to conflict
- "The quality of life depends not on whether or not we have conflicts, but on how we respond to them."

Decision Making

- Think better with special focus on taking decisions
 - Learn to analyze a situation like a Pro
 - Fine tune your decision making abilities
- "A wise man makes his own decisions; an ignorant man follows public opinion."

Aptitude

Quantitative Aptitude

Ability to apply basic concepts of mathematics coupled with analytical reasoning skills to solve problems

"The essence of Mathematics is not to make simple things complicated, but to make complicated things simple."

- Numbers
- Problems on Numbers
- Problems on Ages
- Problems on Train
- Time and Distance
- Time and Work
- Clock and Calendar
- Profit and Loss
- Percentage , Average and Ratio
- Simple and Compound Interest
- Probability
- Odd man out Series

- Curriculum caters to aspirants of placements and higher studies
- Develops logical reasoning and analytical ability
- Builds decision making and problem solving, skills
- Sharpens general mental ability and basic numeracy (numbers and their relations, orders of magnitude etc.,)
- Equips with techniques and tricks to perform data interpretation (charts, graphs, tables, etc.,)
- Facilitates intensive training to strengthen quantitative aptitude
- Builds confidence to face competitive examinations for jobs (Government, Banking, Civil Services, Private exams etc.,) and higher studies

Teaching-Learning Feature

- Works sheets of various difficulty levels
- Exercises that encompass diverse test patterns

Verbal Aptitude (Verbal and Non-Verbal Reasoning)

Ability to understand and reason out texts using concepts

"Language is the most readily available tool we have for representing the world to ourselves and ourselves to the world. Language is not only a means of communication; it is a primary instrument of thought, a defining feature of culture, and an unmistakable mark of personal identity. [7]

- Sentence Completion
- Synonyms and Antonyms
- Word Formation
- Spotting Errors
- Puzzles
- Classification
- Blood Relations
- Direction Sense Test
- Coding and Decoding
- Seating Arrangement
- Series Completion
- Venn Diagrams
- Analogy

The Curriculum caters to aspirants of placements and higher studies:

- Develops constructive thinking skills underlying verbal logic
- Enriches vocabulary
- Equips with speed reading comprehension and critical reasoning abilities
- Strengthens grammar and improves linguistic proficiency
- Facilitates wholesome training to consummate verbal intelligence
- Builds confidence to face competitive examinations for jobs (Govt., Banking, Civil Services, Private etc.,) and higher studies

Teaching-Learning Feature

- Works sheets of various difficulty levels
- Exercises that encompass diverse test patterns

Tech Talk

- Presentation of a technical topic on the selective core area of interest (Assessment sheet to be displayed)
- Develops confidence and stage presence
- Improves professional attributes such as presentation skills, time management, positive body language
- Provides scope for profound sharing of technical knowledge with peers
- Enhances questioning skills of peers and responding abilities of the presenters

Impromptu Speech

- Presenting on the spot topic (General / Concrete/ Abstract)
- Tests general awareness and creative thinking
- Enhances confidence
- Explores public speaking abilities
- Brings out creative thinking

Curriculum Vitae

- A concise and relevant winning career profile of self in text form
- Analyzes one self.
- Projects one's personality positively.
- Increases focus in career path.

Group Discussion (GD)

- A comprehensive evaluation tool to assess one's team spirit and communication skills in a group
- Enhances assertiveness.
- Broader understanding of the current happenings.
- Develops Critical Reasoning Skills.
- Evaluates group behavior
 - Knowledge - Subject knowledge about the topic & No. of relevant entries.
 - Communication - Clarity and effectiveness of communication & Language.
 - Body Language - Dress code, Eye contact & Gestures and Mannerisms.
 - Teams Skills - Effective Initiation, Strong Closure (Summary/Conclusion), Time Management, Attitude, Focus on discussion, Interpersonal relation & Assertiveness.

Mock Interview

- A structured interview in a formal ambience (HR and Technical rounds) that is comprehensively evaluated with constructive feedback
- Assesses one's existing skills (via- communication and clarity of ideas, career goals)
- Provides opportunities to focus on areas which need improvement
- Builds confidence to face one on one and panel interviews
- Being clear about where and when the interview is taking place. If you have to call to confirm that you will attend the interview then check the place and time.
- Take at least two copies of your CV application form with you. This will give you something to refer to and handy if an interviewer doesn't have a copy.
- Research answers to a wide range of typical interview questions.
- Prepare a few questions of your own to ask at the end of the interview. For example: What challenges are there associated with the job? (This can give you an opportunity to show how you can meet these).
- Find out as much as you can about the employer - check out their website, if they have one.

- Check your body Language - practice answering questions in front of a large mirror or film yourself answering questions. This is to check your body language and how you may be coming across to an employer.
- Decide what is appropriate to wear (including shoes and accessories) and make sure everything is clean and presentable. If you have bought something new make sure you try it on to ensure it fits and goes with whatever else you might be wearing [8].
- Being clear about where and when the interview is taking place. If you have to call to confirm that you will attend the interview then check the place and time.

Most-Commonly asked Interview Questions for Freshers

- Tell me about yourself (or) Tell me something about you.
- What Are Your Major Strengths?
- What Are Your Major Weaknesses?
- What do you know about our organization?
- Why do you choose our company?
- What can you do for us that someone else can't?
- Are you willing to work overtime?
- Are you willing to relocate?
- What are your short term and long term goals?
- Why do you choose this Platform / Position?
- What salary are you expecting / what is your expectation?
- How long would you stay with us?
- Do you have any questions?

Career Planning



Figure 2 Career Planning

Figure: 2 refer ideally students should start giving thoughts to their career when they enter grade 8th. This is the time students get serious as they are gearing up to appear in their first board exams. It is a good time to introspect and explore the various options. Career planning is about sowing the seeds of success in early life and reaping the benefits throughout life. The 10th is a general stream and it is imperative to emphasis on all subjects equally as well as the 10th aggregate for seeking admissions in different schools. How can students

determine which career will fit them best? First they have to think which subjects are most desirable to them and this would help them to determine the stream. The next step would be to choose the career they want to take up in future and what activities would be important for them. Hence there are two major thresholds to make option choices namely: Grade 10th - for “Streams” and 12th - for “Career Choices”. But question arises how can you do this?

Why is Career Guidance Important?

“The reason most people never reach their goals is that they don’t define them, or ever seriously consider them as believable or achievable. Winners can tell you where they are going, what they plan to do along the way, and who will be sharing the adventure with them.”

In an era of increased competition and exposure to multiple careers, choosing the right career becomes a matter of serious consideration. Being realistic in making a choice can help students go in an appropriate direction. This objective can be enhanced by career counseling. Career planning is one of the most crucial aspects of any person’s life. Deciding about your future is not quite

easy. The task becomes even more complex when you have so much information, so many people whose opinions you cannot ignore, stiff competition to encounter and so many pressures to cope with. Everyone needs to straighten out thoughts concerning the future. Career planning is like posting coloured flags in our course of life as milestones to be crossed to achieve a set goal. The ability to realize and evaluate your true potential, correct decision and long term planning are some of the steps to a successful career. The useful questions to be asked to chalk out the career path are as below [9]

- What am I really going to do?
- Can I really achieve it?
- Do I know the ways to get there?
- What are the risks?
- If I do not make it do I have other options?
- What are my strengths?
- What are my limitations?
- What strategies can help me to realize my dream career?

“Your true passion should be natural to you. Turn your wound into wisdom. You will be wounded many times in your life. You will make mistakes, some people will call them failure but I have learnt that failure is really God’s way of saying- Excuse me, you are moving in wrong direction”

Conclusion and Future Work

Placement and Training Cell has moved from strength to strength and has emerged as a favored destination for many national and international organizations to recruit the fresh talent nurtured at the Institution. In the journey towards excellence, many milestones were also set by the Department of Placements in terms of "Quality and Quantity ". The excellent infrastructure of the varsity facilitates different activities of placement like pre-placement talks, written tests, group discussions, and interviews as per the requirements of the organizations. The consistent placement record illustrates the commitment to the success of the Institution has a 100% job placement record. Students have no trouble finding coveted positions in reputed corporate and business houses that visit the campus every year, offering an excellent salary package on par with international standards [10].

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