



VASIREDDY VENKATADRI INSTITUTE OF TECHNOLOGY -GUNTUR

(Autonomous)

TRAINING AND PLACEMENT CELL

A REPORT ON LEARNING INSIGHTS FROM SKILL ADVANCED COURSE(SOFT SKILLS)

(To be prepared by the student after completion of experiential learning)

Name of the Student: PARASA HARI SAI

Roll No. : 22BQ5A4213

Department : CSE(Artificial Intelligence and Machine Learning - CSM)

Third year B.Tech Second Semester

Name of the Faculty : Dr. Pawel Veliventi

Date of Submission :

DECLARATION

I, HARI SAI PARASA, bearing Reg. No. 22BQ5A4213 from department of CSE(Artificial Intelligence and Machine Learning - CSM), VVIT do hereby declare that I have completed the Skill Advanced Course –I (Soft Skills) during Third Year B.Tech Second Semester under the guidance of Dr. Pawel Veliventi.

Signature of the Student: _____

Date: _____

Endorsements

Faculty Guide : _____

Head of the Department: _____

Executive Summary

Soft skills are needed for effective and efficient communication and form an essential element of academic learning. As a part of this crucial skill acquisition our curriculum focuses on development of verbal skills at an advanced level in order to master writing skills. The focus is on concise, efficient and brevity in structuring conversations as well as written tasks. This would enhance interpersonal relationships in academic as well as in professional career. These are developed through activities like mock verbal tests, writing e-mails, project surveys and essays.

Brainstorming method would enhance a student's ability to discuss, express their opinion and help find best solutions. Teamwork is one of the most valuable skills to be developed so as to create a productive work environment. Peer evaluations make the student understand the importance of taking different opinions into context when they need to be assertive and take decisions. In order to enhance these skills psychometric tests and a discussion in understanding the personality types is done through tests and role-play activities.

Professional ethics, being able to stick to the deadlines and taking responsibility are the core of any well-rounded personality. As such these need to be enhanced through various activities like building of different behavioral competencies through pair and group work peer evaluations.

The willingness to learn and being able to adapt to a situation are highly valued in industry as well as studies. Being industry ready is to inculcate a host of competencies in the student to excel in the academic as well as work environment. These requirements are fulfilled through this curriculum.

MODULE-WISE ACTIVITY LOG

MODULE	BRIEF DESCRIPTION OF THE ACTIVITY	LEARNING OUTCOME
Module 1 Effective Communication Skills	⇒ Listening & Comprehension Skills – Lessons from the Corporate Training Videos / Scenes in films. ⇒ Role play – story telling & anchoring ⇒ Extempore – students’ experience with college/program.	Master advanced nuances of both written and oral communication skills that are imperative for any professional to succeed coupled with being emphatic.
Module 2 Advanced Verbal Ability concepts – Practice and Professional Writing Skills	⇒ Story paraphrasing, peer introduction and monologue. ⇒ Book/Movie Review ⇒ Assignment on short essay and blog building/digital profile creation.	Confidently ace different competitive exams and develop writing skills.
Module 3 Industry Sneak and Résumé / CV Building Strategies	⇒ Overview & analysis of a Job Description (JD) and its reflection in Résumé / Self-Introduction ⇒ Crafting of resumes by mapping skills & competences to different profiles offered for engineering graduates ⇒ An act on “One day in the life of an HR Manager” / “Project Leader” etc.	Gain awareness of the industry expectations and craft CV / Résumé in lieu with desired job profiles.
Module 4 Behavioural Competency Building – Part II and Psychometric Test (HR Round Preparation)	⇒ Case scenarios – to identify behavioral competencies and personality traits through actionable feedback. ⇒ Increase self-awareness and improve interactions with others. ⇒ Self reflection on industrial expectation of skills cluster.	Crack behavioural (HR) interview confidently and exhibit professional persona.
Module 5 Presentation Skills & Mock Interviews	⇒ Exhibiting leadership qualities while participating in Group Discussions. ⇒ Pair and Group work – debating / demonstration of product promotion, etc. ⇒ Peer evaluations (mock interviews by peers and facilitator) that utilize multisource feedback to allow students to obtain different perspectives of their current skill proficiency.	Make presentations effective and develop interview strategies while get rid of interview phobia.

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01	MODULE – 1 Effective Communication Skills <ul style="list-style-type: none"> ✓ Story telling ✓ Role play 	
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03	MODULE – 3 Industry Sneak and Résumé / CV Building Strategies <ul style="list-style-type: none"> ✓ Career Statement & Wish list with JD ✓ Winning Resume 	
04	MODULE – 4 Behavioural Competency Building – Part II and Psychometric Test (HR Round Preparation) <ul style="list-style-type: none"> ✓ Industry expectation of skill set - Self reflection 	
05	MODULE – 5 Presentation Skills & Mock Interviews <ul style="list-style-type: none"> ✓ Project / Certification presentation 	

STORY TELLING

The Wise Owl and The Foolish Birds

Once upon a time, in a big, green forest, lived a very smart owl. He'd been around for a long time and knew lots about the forest. One day, a bunch of scaredy-bird birds flew up to him.

A big, scary storm was coming!

The owl, sitting high on a branch, hooted, "Find shelter inside yourselves! Being smart is the best protection, not hiding under leaves!"

But the silly birds didn't listen. They flew under a big, leafy tree to hide. When the storm came, the wind was so strong it broke the tree's branches! The birds got soaked and cold.

When the storm finally stopped, the wet and sad birds flew back to the owl.

The owl hooted again, "Remember, little birdies, being brave comes from learning things, and learning is the best hiding place!"

The birds finally understood! They said thank you to the owl and promised to learn lots more from then on. Not just how to hide, but also how to be smart!

Moral: Learning new things helps you face problems, even big, scary storms!.

ROLE PLAY

Scenario: Meeting Deadline - Supportive Seniors

Characters:

Sarah: Marketing Associate (stressed but organized)

Hari: Senior Graphic Designer (calm and experienced)

Setting:

An office co-working space. Sarah sits at her desk with a worried expression, surrounded by papers. Hari walks by and notices her state.

Dialogue:

Hari: Hey Sarah, everything alright? You seem a bit stressed.

Sarah: (Sighs) Hi Hari. Not really. We have this huge presentation for the client tomorrow, and I'm finalizing the marketing copy, but I'm worried it won't mesh well with the visuals.

Hari: A tight deadline, huh? I've been there many times. What part of the copy are you unsure about?

Sarah: I just want to make sure the message aligns perfectly with the graphics you guys are creating.

Hari: (Pulls up a chair) Don't stress, Sarah. How about I take a look at your draft and see if it complements the visuals I have in mind?

Sarah: Really? That would be incredible!

(Hari reviews Sarah's draft. They discuss ideas, and Hari offers suggestions that enhance the message and visual flow.)

Sarah: Wow, Hari, this is so much better! It really elevates the overall impact.

Hari: Teamwork, my dear! We all want this presentation to shine. Besides, a little pre-presentation jitters are normal.

Sarah: (Laughs) You're right. Maybe a jittery but confident presentation is better than a nervous wreck one. How about I buy you coffee in the morning to celebrate (hopefully) a successful result?

Hari: Sounds like a plan. Now, let's get this draft finalized and polish those visuals. We've got a presentation to win!

EMAIL WRITING

To: hrteam@deloitteindia.net

Subject: Internship Application - Business Technology Analyst (Cloud) - P. Hari Sai

Greetings,

I am Hari Sai Parasa, a highly motivated final-year B.Tech student specializing in CSM at Vasireddy Venkatadri Institute of Technology (VVIT), I am writing to express my keen interest in the Business Technology Analyst (Cloud) Internship program at Deloitte.

I possess a strong foundation in computer science principles and a deep passion for cloud computing technologies, as evidenced by my achievements in earning certifications for AWS-Foundations, AWS-Architect, Google Cloud Platform, and Microsoft Azure. These certifications demonstrate my dedication to staying ahead of the curve in this rapidly evolving field.

Thank you for your time and consideration.

Sincerely,

P. Hari Sai

Attachments:

- Resume

ESSAY WRITING/ BLOG/BOOK REVIEW

The Silent Patient by Alex Michaelides

Genre: Mystery, Thriller, Crime

Synopsis

Theo Faber is a forensic psychotherapist called in to treat Alicia Berenson, a famous fashion photographer who has shot her husband in the face five times and refuses to speak since. As Theo dives deeper into Alicia's past through her journals and interviews with those who knew her, he becomes increasingly obsessed with uncovering the truth behind her crime.

Review

Gripping Plot with Unreliable Narrators

- The Silent Patient is a masterfully crafted mystery that keeps you guessing until the very end. The use of multiple narrators, including Alicia's therapist Theo, adds layers of intrigue and makes it difficult to discern who is being entirely truthful.
- The author brilliantly weaves Alicia's journal entries with Theo's investigation, creating a fragmented narrative that reflects Theo's own confusion as he delves into Alicia's troubled mind.
- As Theo becomes more invested in Alicia's case, the line between doctor and patient blurs, raising questions about ethics and obsession.

Compelling Characters

Theo Faber is a complex protagonist who is both determined and flawed. His own past trauma influences his approach to Alicia's case, making him a more relatable character.

Alicia Berenson is an enigma, shrouded in mystery. We learn about her life through her therapist and glimpses from her journals, but her true motives remain a puzzle until the shocking climax.

Twists and Turns

The Silent Patient is full of twists and turns that will keep you on the edge of your seat. Just when you think you've figured out the truth, the author throws in a new piece of information that forces you to reconsider everything.

The ending is both satisfying and surprising, leaving a lasting impression on the reader.

Overall

The Silent Patient is a must-read for fans of psychological thrillers and mysteries. It's a well-written and suspenseful novel that will stay with you long after you've finished reading it.

Recommendation

I highly recommend The Silent Patient to anyone who enjoys a good mystery with complex characters and a surprising twist.

CAREER STATEMENT & WISH LIST WITH JD

Career Statement:

Highly motivated & results-oriented web DevOps professional with a strong foundation in web development & operations. Seeking a challenging position to leverage my technical abilities & experience in building projects quickly & efficiently, and I am a skilled problem-solver with a unique approach to revolving real-world problems. I am passionate about contributing to the success of a growing organization.

Dream Companies:

- | | | |
|-------------|-------------|-------------|
| • Deloitte | ✓ Virtusa | ✓ Cognizant |
| ✓ WIPRO | ✓ TCS | ✓ HCL |
| ✓ Capgemini | ✓ Accenture | ✓ FAANG |

JOB Description:

Sample:

Company: JPMorgan

Role: Software Engineer III - Full stack developer - Java and ReactJS

Location: India

Job Description:

As an Experienced Software Engineer at JPMorgan Chase within the Asset and Wealth Management Team, you serve as member of an agile team to design and deliver trusted market-leading technology products in a secure, stable, and scalable way. Depending on the team that you join, you could be developing mobile features that give our customers and clients more control over how they bank with us.

Job Responsibilities

- Participates in, design and develop scalable and resilient systems using Java or react.js to contribute to continual, iterative improvements for product teams
- Executes software solutions, design, development, and technical troubleshooting
- Produces or contributes to architecture and design artifacts for applications while ensuring design constraints are met by software code development
- Gathers, analyses, synthesizes, and develops visualizations and reporting from large, diverse data sets in service of continuous improvement of software applications and systems
- Identifies hidden problems and patterns and uses these insights to drive improvements to coding hygiene and system architecture
- Adds to team culture of diversity, equity, inclusion, and respect.

Required qualifications, capabilities, and skills

- Hands-on practical experience in system design, application development, testing and operational stability
- Proficient in coding in Java and ReactJS
- Experience in developing, debugging, and maintaining code in a large corporate environment with one or more modern programming languages and database querying languages
- Overall knowledge of the Software Development Life Cycle
- Understanding of agile methodologies such as CI/CD, Applicant Resiliency, and Security
- Knowledge of software applications and technical processes within a technical discipline (e.g., cloud, artificial intelligence, machine learning, mobile, etc.)

Preferred qualifications, capabilities, and skills

Exposure to cloud technologies

Companies Overview:

Category: IT Consulting and Services

1. Deloitte:

- Administration: Deloitte is a multinational professional services network with a complex administration structure. It operates as a network of member firms that are separate legal entities. Each member firm is responsible for its own administration, but they also collaborate on global initiatives.
- Services: Deloitte offers a wide range of audit, tax, consulting, and financial advisory services to businesses and governments worldwide.
- Products: Deloitte doesn't sell physical products, but they develop and use various software and tools to deliver their services.
- Aim: To be the world's leading professional services organization.
- Goal: To help their clients make informed decisions and thrive in an ever-changing world.

2. TCS (Tata Consultancy Services):

- Administration: TCS is a multinational information technology (IT) services and consulting company headquartered in Mumbai, India. It is a subsidiary of the Tata Group, one of India's largest conglomerates. TCS has a centralized administration structure with a global headquarters in Mumbai.
- Services: TCS offers a wide range of IT services, including consulting, system design and development, application management, infrastructure services, and business process outsourcing (BPO).
- Products: Similar to Deloitte, TCS doesn't sell physical products. But they develop and use various software and tools to deliver their services.
- Aim: To be the world's leading IT services company.
- Goal: To help their clients achieve their business goals through the use of technology.

3. Accenture:

- Administration: Accenture is a multinational professional services company headquartered in Dublin, Ireland. It has a complex administration structure, similar to Deloitte, operating as a network of member firms that are separate legal entities. Each member firm is responsible for its own administration, but they also collaborate on global initiatives.
- Services: Accenture offers a wide range of consulting, digital transformation, and technology services.
- Products: Accenture develops and sells a variety of software and technology products.
- Aim: To be a leader in helping businesses transform and achieve success in the digital age.
- Goal: To help their clients improve their performance and create sustainable value.

4. Virtusa:

- Administration: Virtusa is a global provider of digital strategy, engineering, and IT services. It is headquartered in Southborough, Massachusetts, USA. Virtusa has a centralized administration structure with a global headquarters in Southborough.
- Services: Virtusa offers a wide range of IT services, including application development, maintenance, and testing, as well as cloud computing, business process outsourcing (BPO), and digital marketing services.
- Products: Similar to most IT consulting firms, Virtusa doesn't sell physical products but develops and uses software and tools to deliver their services.
- Aim: To be a leading provider of digital strategy, engineering, and IT services.
- Goal: To help their clients achieve their business goals through the use of technology.

Skills I Posses for the job:

- Proficient in coding in Java and ReactJS
- Overall knowledge of the Software Development Life Cycle
- Understanding of agile methodologies such as CI/CD, Applicant Resiliency, and Security
- Exposure to cloud technologies
- I can adopt easily to team culture of diversity, equity, inclusion, and respect

Skills I have to learn:

Improve my communication skills

Improve myself in active participation of Extra-Curricular like events etc.,

Action Plan:

In addition, I am continuously developing my Skills in Data Structures & Algorithm (DSA) & Generative Artificial Intelligence (Gen AI) to build Large Language models (LLMS). This ongoing Learning Strengthens my future potential & Career growth.

Let us see some sample Heiring procedures:

Company: Deloitte (30 cut-off, total 52q – 90 min)

1.Online Written Test

2.Versant Test

3.GD/JAM Test

4.Interview

1.Online Written Test:

Quantitative & Logical – 20Q – 25 min - 11Q (cut off)

English - 10Q – 10min – 7Q (cut off)

Computer Fundamentals - 20Q – 20min – 11Q (cut off)

Coding -2Q – 30min – 1Q (cut off)

2.Versant Test:

Reading Sentences – 8Q

Repeating Sentences – 16Q

Q&A – 24Q

Jumbled Sentences – 10Q

Story Retelling – 10Q

Open HR Questions – 2Q

3.GD/JAM Test:

JAM – 2min Any Topic

G.D – 6 to 8 Students.



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WINNING RESUME

INDUSTRY EXPECTATION OF SKILL SET -SELF REFLECTION

Industry Expectations:

TECHNICAL SKILLS:

Category	Skills I Possess	Skills to Improve
Programming Languages	Python, C (Basics), Java (Basics), C# (Basics)	Deepen knowledge in Java
Database Management	DBMS, SQL, Mongo DB, PostgreSQL	Explore PostgreSQL
Web Development	HTML, CSS, JavaScript, PHP, React.js, Tailwind CSS, Node.js, Express.js, Bootstrap CSS, Django	Master a front-end framework React.js and a back-end framework Django
Cloud Technologies	AWS, Google Cloud	Gain experience with AWS S3, Google Cloud Storage
Tools & Frameworks	Linux, UML, Microsoft Office (Power BI), Figma	Explore DevOps tools like Git, Docker

SOFT SKILLS:

Skills I Possess	Skills to Improve
Communication Skills	Enhance public speaking and presentation skills
Problem Solving & Critical Thinking	Practice structured problem-solving methodologies like Agile
Adaptability & Resilience	Actively seek challenges and embrace learning from mistakes.
Teamwork & Collaboration	Hone active listening and conflict resolution skills.
Time Management & Organization	Experiment with different productivity techniques like Time Blocking.

Action Plan:

TECHNICAL SKILLS:

Skills to Improve	Action Plan	Resources
Deepen knowledge in a specific programming language in python.	<ul style="list-style-type: none"> Take online courses or tutorials from Coursera, edX, CodeAcademy. Work on personal projects with increasing complexity Contribute to open-source projects 	<ul style="list-style-type: none"> Python Crash Course by Eric Matthes
Explore PostgreSQL	<ul style="list-style-type: none"> I will enroll in online courses or workshops Complete hands-on projects using PostgreSQL databases 	<ul style="list-style-type: none"> Cassandra Fundamentals on Coursera PlanetScale Academy Cassandra documentation
Master a front-end framework like React.js and a back-end framework like Django	<ul style="list-style-type: none"> Choose a framework and follow a comprehensive learning Build full-stack projects practicing both front-end and back-end development 	<ul style="list-style-type: none"> React official documentation Django Tutorial for Beginners React subreddit
Gain experience with specific cloud services like AWS S3, Google Cloud Storage.	<ul style="list-style-type: none"> Find free online courses or certifications offered by AWS and Google Cloud Utilize the free tiers of these services build small projects Explore case studies 	<ul style="list-style-type: none"> AWS Cloud Training Google Cloud Skills Boost AWS case studies
Explore DevOps tools like Git, Docker	<ul style="list-style-type: none"> Take introductory courses or interactive tutorials Practice using Git version control on personal projects Learn Docker basics and experiment with containerization 	<ul style="list-style-type: none"> GitKraken tutorials Interactive Git Tutorial Docker Documentation

SOFT SKILLS:

Skills to Improve	Action Plan	Resources
Enhance public speaking and presentation skills	<ul style="list-style-type: none"> Join public speaking clubs like Toastmasters Practice presentations in front of friends or family. Record yourself presenting and identify areas for improvement 	Toastmasters International - TED Talks Presentation Tips
Practice structured problem-solving methodologies like Agile	<ul style="list-style-type: none"> Take online courses or workshops on Agile methodologies. Participate in online hackathons or coding challenges that encourage structured approaches 	Agile for Beginners on Coursera and HackerRank
Actively seek challenges and embrace learning from mistakes	<ul style="list-style-type: none"> Volunteer for challenging tasks at work or within communities. When encountering mistakes, analyse the cause, learn from it, and iterate for improvement 	Growth Mindset resources by Carol Dweck
Hone active listening and conflict resolution skills	<ul style="list-style-type: none"> Read books and articles on effective communication. Role-play active listening and conflict resolution techniques with friends or colleagues 	"How to Win Friends and Influence People" - by Dale Carnegie Harvard Business Review on Conflict Resolution

PROJECT/CERTIFICATION PRESENTATION

Project Title:- E-Commerce Inventory Management

E-Commerce Inventory Management System using R (2022)

This project tackles a common challenge for e-commerce businesses: maintaining optimal inventory levels.

Challenges:

Overstocking: Holding too much inventory ties up capital, leads to higher storage costs, and increases the risk of obsolescence.

Understocking: Running out of stock results in lost sales, frustrated customers, and potential damage to brand reputation.

How R addresses these challenges:

R is a powerful programming language for statistical analysis and data visualization.

This project leverages R's capabilities to create an interactive system that:

- Analyses historical sales data: Identify seasonal trends, product popularity, and buying patterns.
- Forecasts future demand: Predict how much inventory you'll need to meet customer needs without overstocking.
- Tracks product performance: Monitor sales velocity, identify slow-moving products, and optimize pricing strategies.
- Provides data-driven insights: Generate reports and visualizations to help you make informed decisions about inventory levels, purchasing, and product offerings.

Benefits:

- Reduced carrying costs: By optimizing inventory levels, you can minimize storage space needs and free up capital for other investments.
- Improved customer satisfaction: Having the right products in stock ensures you can full-fill orders promptly and avoid stockouts.
- Increased profitability: By striking a balance between overstocking and understocking, you can maximize sales and profit margins.
- Overall, this R-based inventory management system empowers e-commerce businesses to make data-driven decisions that enhance profitability and customer satisfaction.

In this course, I have learnt how to communicate with people effectively and strategies to respond logically and learnt some tips and techniques to persuade the interviewer in an efficient manner during interviews. Learnt how to get dressed for an interview and also gained some knowledge on group discussions and debates. I have greatly got exposed to the industry expectations and crafted my action learning plan in order to expertise them. I have been trained crafting career planning and preparing my Wish list in tailoring my career aspirations.

I have successfully mastered the art of essay writing (short) which is one of the elements of freshers recruitment process adopted by several companies. I have also grabbed an opportunity of experiencing the purpose of Psychometric test and its relevance in the process of selection.

I gained some of the characteristics to respond questions related to my personal credentials and about my projects and internships at the time of interviews. I acquired the expected knowledge to design my resume suiting to different profiles and got trained on the ways to present my responses for resume based questions at interview. Our facilitator has made his best efforts and showered his exposure to his best extent.

As a part of suggestions, I feel that this course should be made compulsory as part of training and it should be given time it requires.

Finally, I am pleased to say that that this course has made me to be more confident, courageous, a better communicator and also groomed me to ace interviews confidently.