

## Top-25 Learnings from PESE lectures

### Personal Development & Self Awareness

1. Self-awareness is key - Understanding strengths, weaknesses, and values boosts confidence and performance.
2. Goal setting - SMART (Specific, Measurable, Achievable, Relevant, Time bound) ...  
goals help maintain focus.
3. Time Management :- Prioritizing tasks increases productivity and reduce stress.
4. Growth mindset :- Embracing challenges leads to continuous learning and adaptability.
5. Emotional intelligence :- Managing emotions and understanding other enhances teamwork and leadership.

### Communication Skills

6. Effective verbal communication :- Clarity, tone, and confidence are vital during interviews and meeting.
7. Non-verbal communication :- Body language, eye-contact and posture leave lasting impressions.
8. Listening Skills :- Active listening builds trust and improving collaboration.
9. Public speaking :- Practicing speeches and presentation increases confidence.
10. Written communication :- Clean and professional emails / reports reflect strong work ethic.

### Professional Skills

11. Resume and cover letter writing
12. Interview preparation.
13. Workplace etiquette
14. Adaptability.
15. Decision making.

## Digital & Career Readiness

- 26.6 Crafting a strong LinkedIn Profile, ~~Portfolio~~.
- 17.6 Mastering virtual communication tools :- Remote Internships.
- 18.6 Building a digital Portfolio :- Showcasing your academic work, projects, and certification online.
- 19.6 Understanding workplace culture and expectations.
- 20.6 Developing a proactive learning attitude.
- 21.6 Work life balance.
- 22.6 Continuous learning

## Teamwork & Leadership.

- 23.6 Leadership skills
- 24.6 Networking
- 25.6 Accountability.