

DAILY ASSESSMENT FORMAT

Date:	20 MAY 2020	Name:	Karegowda kn
Course:	TCSION CARRIER EDGE	USN:	4AL16EC029
Topic:	DEVELOP SOFT SKILLS FOR THE WORK PLACE, GAIN.	Semester & Section:	6th SEM B
Github Repository:			

FORENOON SESSION DETAILS

Image of session



10.0

Pass Marks

4.0

Attempts Taken

01

Duration

10 Mins

Start Time

17 May 2020 12:00 AM

TO

16 Jul 2020 12:00 AM

View Assessment Analysis

At the End of Assessment

Already cleared assessment.

My Attempts

Attempted On 20 May 2020 01:01 PM

Attempted Duration 0:7:27 Hrs(01:08 PM)

Marks Obtained 8.0/10.0

Status **Pass**

Action [View Result](#)



Report –

Soft skills

Objectives:

- Importance of soft skills
- Distinguish between soft skills and hard skills
- Summary

What is soft skill:

Soft skills are people skills that are difficult to quantify and measure. These skills help people to maintain healthy relationships.

- Communication skills
- Time management
- Negotiation skills
- Critical thinking
- Self confidence
- Business etiquette
- Goal setting
- Team work

Importance of soft skills:

- Express thoughts
- Work in a team
- Interview handling
- Ability to empathize
- Self awareness
- Learning and sharing
- Interpersonal skills
- Builds confidence

- Good work ethic

Difference between soft skills and hardskills:

Hard skills.

- Tangible
- Accounting, computer skills, welding, carpentry, nursing, tailoring, etc.
- * Are not common to all sectors of work.
- * Can be identified by certification, degree.

Soft skills

- * Intangible, interpersonal skills, empathy, self confidence, Ability to work in a team, ability to speak well.
- * Can be applied to all sectors of work.
- * Can be identified by how you conduct yourself.

✓ soft skills get little respect, but will make or break your career.

- Peggy Klaus.

Summary:

- * Soft skills are important in maintaining healthy personal and professional relationship.
- * A combination of soft and hard skills lead to career growth.
- * Soft skills can be acquired by learning, practice and observing.

Gain

Why do you need a head start:

- * Intense competition
- * Talent acquisition
- * Employable skills

- * Changing job roles
- * Employment outlook positive

Key pillars to get a head start:

- * Clarity of thought
- * Access and visibility
- * Early preparation
- * Acquire relevant skills
- * Compelling resume
- * Cracking the interview

Getting visibility and access:

- * Job portals
- * Professional networking sites
- * Common assessment platform
- * Community of practices
- * Job fairs and networking.