

Date: 07-02-2022

To,
The Director,
URMILA HITASHI PVT ITI.
BHOJPUR, BIHAR.

Sub: Proposal for Implementation of Employability Skills Training Programme for final year I.T.I passing Students under Mahindra & Mahindra's CSR initiative "Mahindra Pride Classroom" on Online and Offline Platform.

Dear Sir/Ma'am,

Greetings from Naandi Foundation's Mahindra Pride Classrooms!

Mahindra Pride Classroom is a flagship Corporate Social Responsibility (CSR) Livelihood programme of the Mahindra and Mahindra group and is fully implemented by Naandi Foundation, a Public Charitable Trust incorporated under the Indian Trusts Act, having its registered office in Hyderabad.

Mahindra Pride Classroom's vision is "To mainstream socially and economically disadvantaged youth, through the process of skill-development training, so as to make them employable in the various sector".

The Mahindra Pride team strongly believes that apart from academic education, Skill Development is also required for students when they step out into the professional world. It is imperative for young adults to be equipped with essential life skills and soft skills. While certain skills may be acquired through everyday experience at home, Classroom or College, they are not sufficient to adequately equip the youth in today's complex society.

The Mahindra Pride Classroom aims to help students to:

- Develop an identity and improve their self-esteem.
 - Manage emotions and overcome obstacles.
 - Build relationships and polish their interpersonal skills.
 - Enhance and improve employability skills.
 - Improve personal and professional effectiveness.

The life skills component of the training module has helped to transform the learners into confident, determined, goal-oriented youth – a personality shift essential for them to pursue successful careers in the sectors of their choice.

It has helped improve students' understanding of the world and their role and responsibility towards it. It has also enabled them in finding ways to cope with the challenges that life throws at them. These young adults who underwent our training, firmly believe that they will be able to live a more productive and fulfilling life.

What does the Mahindra Pride Classroom programme consist of?

- ☐ Life Skills - compassion, respect, gratitude, being a responsible global citizen.
- ☐ Soft Skills - grooming, body language, teamwork, time management, social manners, etc.
- ☐ Communication Skills - functional English and the ability to express themselves clearly in the local language.
- ☐ Presentation Skills - speaking clearly, coherently and confidently.
- ☐ Interview Skills - resume preparation, interview questions, mock interviews.

As a part of our Institutional Skilling initiative in Kerala, Tamilnadu, Telangana, Andhra Pradesh, Maharashtra, Delhi, Uttar Pradesh, Haryana, Odisha, Bihar, Jharkhand, West Bengal and Assam we have collaborated with various Universities, Department of Technical Education, State Skill Development Authorities, Employment & Labor Department across different parts of India.

Besides, we have collaborated with various ITI, Polytechnic, Engineering College, Central Tool Room and Training Centre, Vocational Training Colleges, Commerce, Arts and Science College, Hospitality institutes and Nursing colleges for conducting the upskilling training sessions for the youth. Our employability training programme was welcomed by all and created a great impact on the students. The Campus to Corporate training program prepared the students for the corporate world and helped them to emerge as better professionals.

We would require your support as we propose to train students from your university on Soft Skills, Life Skills, Communication Skills, Presentation Skills and Interview Skills for a duration of 30 – 60 hours per batch in Online or Offline mode based on need assessment test. Pre & Post Assessment Test will be conducted for each session. GD, Extempore, MOCK Interview will be conducted for every batch.

Terms and Conditions:

We intend to train only final year students from various streams without any backlogs on various employability skills and domain skills.

The colleges will source the students for the training program by providing necessary filters to select deserving students.

- ☐ They will be grouped into batches of maximum 50 numbers.
- ☐ The students will be trained on the skills suggested in the plan accordingly.
- ☐ After the session a post assessment test will be conducted.
- ☐ Trainers will be deployed by Mahindra Pride Classroom depending on the number of batches.
- ☐ Naandi will conduct 'Train the Trainers' before start of the program.
- ☐ Distance tracking reports and daily attendance will be administered.
- ☐ Classes shall be conducted within the institute premises in class rooms for offline mode and
- ☐ Online classes will be in online platform.
- ☐ Mahindra Pride Classroom **"SHALL NOT CHARGE ANY FEE"** for the training as all costs incurred shall be supported by Mahindra and Mahindra CSR.
- ☐ We sincerely hope that we will be able to meet your requirements with the best of our efforts and are looking forward to a long association with your College.

TRAINING MODULE

ONLINE MODULE

Sl. No.	Day	Session No.	Duration	Skills
1	Day - 01	Session - 01	2 Hours	Induction & Life Skills
2	Day - 02	Session - 02	2 Hours	Life Skills
3	Day - 03	Session - 03	2 Hours	Soft Skill / Communication Skills
4	Day - 04	Session - 04	2 Hours	Life Skills
5	Day - 05	Session - 05	2 Hours	Soft Skill / Communication Skills
6	Day - 06	Session - 06	2 Hours	Soft Skill / Communication Skills
7	Day - 07	Session - 07	2 Hours	Life Skills
8	Day - 08	Session - 08	2 Hours	Soft Skill / Communication Skills
9	Day - 09	Session - 09	2 Hours	Communication Skills & Interview Skills
10	Day - 10	Session - 10	2 Hours	Communication Skills & Interview Skills
11	Day - 11	Session - 11	2 Hours	Communication Skills & Interview Skills
12	Day - 12	Session - 12	2 Hours	Communication Skills & Interview Skills
13	Day - 13	Session - 13	2 Hours	Communication Skills & Interview Skills
14	Day - 14	Session - 14	2 Hours	Interview Skills
15	Day - 15	Session - 15	2 Hours	Interview Skills
Total			30 Hours	

OFFLINE MODULE

Sl. No.	Day	Session No.	Duration	Skills
1	Day - 01	Session - 01	2 Hours	Induction
2		Session - 02	2 Hours	Induction + Life Skills
3		Session - 03	2 Hours	Input session (Research & Creativity)
4	Day - 02	Session - 04	2 Hours	Soft Skills
5		Session - 05	2 Hours	Soft Skills
6		Session - 06	2 Hours	Life Skills
7	Day - 03	Session - 07	2 Hours	Communication Skills
8		Session - 08	2 Hours	Soft Skills
9		Session - 09	2 Hours	Interview Skills
10	Day - 04	Session - 10	2 Hours	Communication Skills
11		Session - 11	2 Hours	Financial Literacy
12		Session - 12	2 Hours	Soft Skills
13	Day - 05	Session - 13	2 Hours	Communication Skills + Presentation Skills + General Knowledge
14		Session - 14	2 Hours	
15		Session - 15	2 Hours	Life Skills
16	Day - 06	Session - 16	2 Hours	Communication Skills + Interview Skills + Post-Assessment
17		Session - 17	2 Hours	
18		Session - 18	2 Hours	

The above module can be altered based on Need Assessment from the students.

Thanks & Regard
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