



BEST PRACTICE

FINISHING SCHOOL- AN UNIQUE INITIATIVE BY GOVERNMENT OF GUJARAT

1 Title of the Practice: Finishing School- An Unique Initiative by Government of Gujarat

2. The context that require the initiation of the Practice

The development of skills, employment, and good personality among the people of the nation is the main responsibility of the government and the medium of education is a major deciding factor in achieving this goal. With this objective in mind, the Finishing School Initiative was launched in the year 2016 by the Knowledge Consortium of Gujarat, the Department of Education, and the Government of Gujarat.

Finishing School is an Employability Enhancement Initiative of the Education Department, Government of Gujarat for imparting training on Skill development for students of Higher and Technical Education to make them Industry-ready.

3. Objective of the practice.

The objective of the Finishing School Training is to impart soft skills training, employment skills and spoken English training to the final year undergraduate students. This include training to the final year graduate students in the following components

- Personal Grooming & Personality Enhancement
- Employability Enhancement
- Leadership Skills Development
- Time Management skills
- Interview Skill Development
- English spoken improvement
- Soft Proficiency expansion

4. The Practice:

College instituted this practice since 2015. Modular training of total 80 Hrs. is provided by the Empanel trainers, appointed by Govt. of Gujarat. With a view to enhance interview skills, personality, public speaking, soft skills, use of right words at right place in English language , resume writing, group discussion and many. The entire training program is distributed into four different components as follows :

Component 1. Life Skills Component 2.

Employability Skills

Component 3. English Functional Skills

Component 4. English Functional Skills

Component Details:


| Component 1:Life Skill | Component 2: Employability Skill | Component 3: English Functional Skills | Component 4: English Functional Skills |
|--------------------------------------|---|---|---|
| Self-awareness – SWOT | Body language | Introducing self and others | Asking & answering questions |
| self esteem | Time management | Let’s name it | Hello |
| Observation and concentration skills | Professional goal setting | Describing people | Let’s pair up |
| Self confidence | Following directions | Roll, camera & action | First step |
| Critical thinking | Resume writing | Everyday English | Essential building blocks |
| Empathy | Cover letter | Right word, right place | Speak and contribute |
| Stress management | Group discussion | Let’s connect | Effective communication |
| Self-discipline | Presentation skills | Building blocks | Let’s discuss in group |
| Interpersonal skills | Grooming and personal hygiene | Framing it right ! | From the reporter’s desk |
| Team work | Interview skills | Developing a paragraph | Speak right ! |
| Commitment | Leadership skills | | |
| Negotiation skills | Professional ethics | | |
| Life goal setting | Efficiency | | |
| Problem solving and decision making | Planning and organizing skills | | |
| Stress Management | | | |

Finishing School at PSSHDA


Since academic year 2018-19 the college has successfully conducted 100 hours Training of **4 batches with 200 students** as well **4 batches with 176 students** through offline mode and 80 hours Training of **2 Batches with 106 students** through online mode due to pandemic into 4 Skills with distinctive practices. The precise details are as under:

| Year | Total Batch | Total no. of students benefited | Training Hours: | Date (Duration) |
|---------|----------------------------------|---------------------------------|-----------------|--|
| 2018-19 | 4 | 200 | 100 | <ul style="list-style-type: none"> 24/9/2018 to 3/10/2018 21/11/2018 to 23/11/2018 |
| 2019-20 | 4 | 176 | 80 | <ul style="list-style-type: none"> 25/11/2019 to 19/12/2019 |
| 2020-21 | 2 Online Mode –Webinar Series | 105 | 80 | <ul style="list-style-type: none"> 8/1/2021 to 20/1/2021 16/2/2021 to 27/2/2021 |
| 2021-22 | Online Mode –Webinar Series | 120 | 80 | <ul style="list-style-type: none"> 10/1/2022 to 24/1/2022 |

FES GLIMPSES



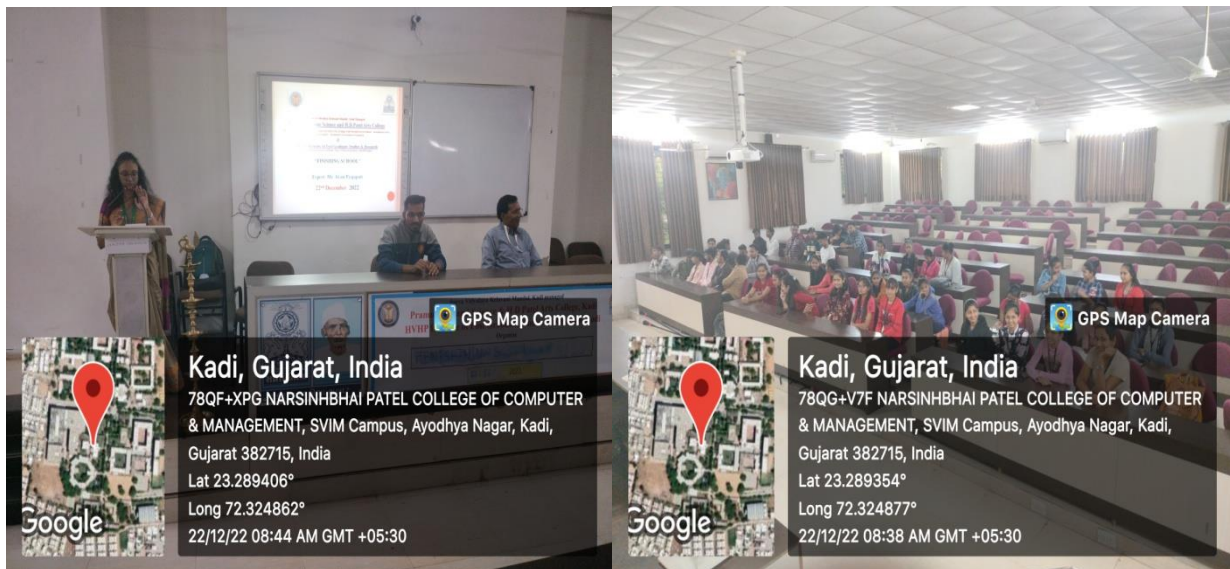
**From :- 10th January 2022
To
24th January 2022**



Let Me Introduce Myself

- Hello, (Good) my name is _____
- I belong to / I was born and brought up in _____
- Currently, I live in _____
- I am studying in / pursuing _____ college.
- My major is _____
- My hobby is / hobbies are _____

Sudha S



5. Obstacles faced if any and strategies adopted to overcome them

Obstacles faced:

- 1) Challenges for promoting the students for attending such training apart from study hours
- 2) Students belong from the interior areas so it is difficult to explain them importance of such training

Strategies adopted to overcome Difficulties:

- 1) Encouraged students by offering demo lectures of training
- 2) Arranged few activities regarding soft skills and speaking English

6. Impact of the Practice:

The College believes in the gender equality and the following is the noteworthy Impact of the continual practice:

1. Government Education Department Approved Certification
2. Social grace development
3. Teamwork enhancement
4. Structured feedback
5. Personality improvement
6. Soft skill upgrading
7. Life skill and etiquettes enrichment
8. fluency of Spoken English
9. Leadership quality developed
10. Good Placement after Graduation

CERTIFICATE COPY

 **KNOWLEDGE CONSORTIUM OF GUJARAT**
EDUCATION DEPARTMENT, GOVERNMENT OF GUJARAT

 **FINISHING SCHOOL PROGRAMME**

Certificate of Participation

This is to certify that Mr./Ms. _____
of _____ Faculty, Semester _____ Roll No. _____ of
_____ has participated in _____ hours of _____ hours
Employability Skills, Life Skills Training and Functional English Skill from _____ to
_____ under Finishing School as part of the Extension initiative of KCG, Education
Department, Government of Gujarat.

Place : _____ Co-Ordinator _____ Principal _____
(College Name)

Date : _____