

ABOUT THE INSTITUTION

Sri Sairam College of Engineering formerly Shirdi Sai Engineering College Bengaluru, established in the year 1997 by MJF.Ln.Leo Muthu, Chairman of Sapthagiri Educational Trust, is a non-profitable and non-minority institution. Located within the Bangalore city limits, Sairam College is an inspirational place to study in which everything from classroom to laboratories, hostel to cafeteria is state-of-the art. The labs and other facilities are among the best in the region making it one of the most sought after institutions by parents and students. Sri Sairam College of Engineering has developed into a reputed Engineering Institution with ISO 9001: 2008 Certification. Offering top quality technical education and moulding the younger generation with the spirit of service to society, our Chairman has spared no efforts to induct dedicated faculty and provide adequate infrastructure facilities. The college is affiliated to the Visvesvaraya Technological University and also approved by All India Council for Technical Education (AICTE), New Delhi.

ABOUT THE DEPARTMENT

The Department of Electronics and Communication Engineering in Shirdi Sai Engineering College was established in the year 1997. All through its sparkling history of 21 years, the department of ECE has been known for its exceptionally strong Under-Graduate training programme. The department has always been on a progressive path, thanks to the experienced and dedicated faculty members who have a strong commitment towards providing quality engineering education.

ABOUT THE COURSE

Team management is the ability of an individual or an organization to administer and coordinate a group of individuals to perform a task. Team management involves teamwork, communication, objective setting and performance appraisals. Teamwork helps solve problems. Collaboration within a group can help solve difficult problems. Brainstorming is a good opportunity for the team to exchange ideas and come up with creative ways of doing things. By working together, teams can find the solutions that work best

RESOURCE PERSONS

Prof. Dhanya G S
Dept. of ECE , SSCE, Bengaluru

Prof. G V Raja
Dept. of ECE , SSCE, Bengaluru

FOR DETAILS CONTACT

Prof. Santhamoorthy S
Dept. of ECE, SSCE, Bengaluru



Sri
SAIRAM
COLLEGE OF ENGINEERING
ANEKAL, BANGALORE-562 106

Life Skill Program on

“Team Management”

25th to 29th July 2016

Organized by



**Dept. of Electronics and
Communication Engineering**

CHIEF PATRON

Sri MJF. Ln. Leo Muthu
Chairman, Sairam Group of Institutions

PATRONS

Sri Sai Prakash Leo Muthu
CEO, Sairam Group of Institutions

CHAIR PERSON

Dr. Y. Vijayakumar
Principal, SSCE, Bengaluru

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Dr. P. Gangavathi Head, Dept. of S & H, SSCE, Bengaluru
Prof. V .Bheemeswara Reddy Placement Officer, SSCE,
Bengaluru

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Prof. & Head (ECE), SSCE, Bengaluru

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Prof. A. Poonguzhali
Faculty, ECE, SSCE, Bengaluru
Prof. P. Venugopal
Faculty, ECE, SSCE, Bengaluru

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Department of Electronics and
Communication Engineering

SESSION HIGHLIGHTS

Session - 01	First level management	01 Hour
Session - 02	Process management ,Recruitment	01 Hour
Session - 03	Team building, Time management	01 Hour
Session - 04	Communication skills and processes	01 Hour
Session - 05	Inducting new staff in the workplace	01 Hour
Session - 06	Managing and allocating work loads	01 Hour
Session - 07	Managing conflict	01 Hour
Session - 08	Conducting assessments and appraisals	01 Hour
Session - 09	Setting goals and objectives ,Conducting disciplinarys	01 Hour
Session - 10	Middle management	01 Hour
Session - 11	Conflict management	01 Hour
Session - 12	Performance management	01 Hour
Session - 13	Financial skills – such as devising budgets	01 Hour
Session - 14	Change management	01 Hour
Session - 15	Effective decision making	01 Hour
Session - 16	Personal and staff development	01 Hour
Session - 17	Senior management	01 Hour
Session - 18	Developing organizational strategies and vision	01 Hour
Session - 19	Getting buy-in to strategy and vision	01 Hour
Session - 20	Implementing strategies	01 Hour
Session - 21	Different management styles	01 Hour
Session - 22	Chairing effective meetings	01 Hour
Session - 23	Staff motivation	01 Hour
Session - 24	Communicating effectively	01 Hour
Session - 25	Influencing techniques	01 Hour
Session - 26	Giving constructive feedback	01 Hour
Session - 27	Delegating effectively	01 Hour
Session - 28	Bringing out the best in others	01 Hour
Session - 29	Communicating with a variety of personality types.	01 Hour
Session - 30	Resolving disputes.	01 Hour

ABOUT THE INSTITUTION

Founded in 1997, by Late MJF Lion Leo Muthu, Founder Chairman of Sairam Group of Institution is a non- Profitable institution. Located in the Bangalore City, Sri Sairam College of Engineering (formerly Shirdi Sai Engineering College) is reckoned for its academic excellence and shaping world class engineers in engineering sciences. It is an affiliated institution of Visvesvaraya Technological University, Belgaum, SSCE is an inspirational place to study in which everything from classroom to laboratories, hostel to cafeteria is state of the art. Sri Sairam College of Engineering has been developed into a reputed Engineering Institution with ISO 9001 : 2008 Certification. The training and Placement Cell, an integral part of the institute functions with the primary aim of placing students in top- notch companies and having an exposure to a good work culture, guarantees success in all their endeavours. The campus is spread over 50 acres of landscape with calm & lush green surroundings located 18km from Electronic City, Bengaluru.

ABOUT THE DEPARTMENT

The Department of Computer Science & Engineering is committed to render services in the challenging world of industries and organizations by shaping the student's talents in the field of communication with high technical brilliance. "Computers" is the only word that finds a prominent place in the acres of industrial applications, Communication, automation etc. The scope of computers when it relates with Communication, has a great impact. Students of our department are well trained and equipped, to suit the latest trends in this modern world.

ABOUT THE COURSE

This course is intended to provide students with foundational knowledge required to gain a better understanding of nonverbal communication including: body language, gesture production, eye gaze, facial expressions, haptics, proxemics, and cultural influences. Nonverbal communication is all around us. It is significant for face-to-face interaction, for making sense of oneself and others, for actively taking part in cultural and societal development. Nonverbal communication is a significant part of the presentation of self and the development of relationships and social life in general. This course provides an historical, cultural and social background to nonverbal communication with an emphasis on rhetorical and sociology studies. The aim is to explore, analyse and understand the potential and limits of nonverbal communication in everyday life.

RESOURCE PERSONS

1. **Mr. V. Bheemaswara Reddy**
Placement Director,
SSCE, Bengaluru
2. **Mr. Luther Benny,**
Faculty/S&H Department,
SSCE, Bengaluru.
3. **Mrs. Divya Prabha**
Faculty/CSE,
SSCE, Bengaluru.



A

Life Skill Program on

***"NON VERBAL
COMMUNICATION"***

24 to 28 July 2017

Organized by

Department of Computer Science & Engineering



Sri Sairam College of Engineering,

Sai Leo Nagar, Guddanahalli (P), Anekal (T),

Bengaluru-562106



CHIEF PATRON

Shri. Sai Prakash Leo Muthu
CEO, Sairam Group of institutions.

PATRONS

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Mr. R. Arun Kumar
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Sri. Prabhudeva.V.H, Sr.Consultant, TCS, Bengaluru.
Dr. P. Gangavathi, Prof. & Head (S&H) SSCE, Bengaluru
Prof. K. Malini, Prof. & Head (EEE) SSCE, Bengaluru
Prof. Sivaprakash, Prof. & Head (ECE) SSCE, Bengaluru
Prof. Shivakathi Balan, Prof & Head (MECH) SSCE, Bengaluru
Prof. V. Bheemaswara Reddy, Placement Director, SSCE, Bengaluru

CONVENOR

Dr. B. Shadaksharappa
Prof & Head, (CSE), SSCE, Bengaluru

COORDINATOR

Mrs.K.V.Shalini
Faculty,CSE,SSCE, Bengaluru.
Mrs.Y.Saanjanna
Faculty,CSE,SSCE, Bengaluru.

SESSION HIGHLIGHTS

Session	Topic Covered	Duration
1	Introduction to Nonverbal Communication	1
2	Verbal and Nonverbal Communication: Different but Inseparable	1
3	Nonverbal Codes – The Body, Artifacts, & Olfactics	1
4	Physical Attraction, Space, Environment and Touch	1
5	Paralanguage	1
6	Kinesics and the use of Gestures	1
7	Emotions, Nonverbal and Personality Types	1
8	Encoding and Decoding Nonverbal Communication	1
9	Impression Formation and Impression Management	1
10	Relationship Development	1
11	Managing Relationships	1
12	Creating Impressions and Making Judgments	1
13	Time and Place Codes	1
14	Appearance and Adornment Cues	1
15	Power and Persuasion	1
16	Contemporary Nonverbal Theories of Message Exchange	1
17	Effects of Individual Nonverbal Cues - The Face and Eyes -Personal Space, Physical Characteristics	1
18	Effects of Individual Nonverbal Cues - The Face and Eyes -Gesture and Posture	1
19	Effects of Individual Nonverbal Cues - The Face and Eyes -Touch and Vocal Cues	1
20	Effects of Individual Nonverbal Cues - The Face and Eyes	1
21	Intercultural Communication Theories	1
22	Environment, Time, and Objects	1
23	Managing Interactions	1
24	Impression Management	1
25	Communicating Intimacy	1
26	Dominance and Persuasion	1
27	Sex Differences in Nonverbal Communication	1
28	Revisiting Cultural Differences	1
29	Female-Male Relations	1
30	Nonverbal communication in social situations, family and work	1

PROGRAM SCHEDULE

PROGRAM INAUGURATION : 24-07-2017
SESSIONS : 32 HOURS
PROGRAM VALEDICTORY : 28-07-2017

For Details Contact

Mrs.K.V.Shalini
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