

THE ETHOS COMMUNITY



Anupam Panigrahy :
9004566649 / 9833650246

TABLE OF CONTENTS

COURSE OBJECTIVES:

1. Understand corporate culture and working styles.
2. Gain insights into the respective industry's corporate landscape.
3. Develop essential soft skills for professional success.
4. Understand organizational behaviour and leadership qualities.
5. Enhance interpersonal skills and networking abilities.
6. Importance of industrial visits in gaining practical exposure.
7. Master interview techniques and CV building.

Course Modules:

Module 1: Corporate World Culture & Working Style (6 hours)

- Introduction to corporate culture
- Understanding organizational structures
- Work ethics and professionalism
- Adaptability and flexibility in the corporate environment

Module 2: Corporate Insights for the respective domain (4 hours)

- Overview of the industry
- Key players and stakeholders
- Regulatory frameworks and compliance
- Trends and challenges in the domain

Module 3: Soft Skill Development (10 hours)

- Communication skills: verbal, non-verbal, and written communication
- Time management and prioritization
- Problem-solving and decision-making
- Emotional intelligence and self-awareness
- Key aspects to Confidence building

Module 4: Organizational Behavior & Leadership Quality (6 hours)

- Understanding human behavior in organizations
- Leadership styles and qualities
- Team dynamics and conflict resolution
- Motivation and employee engagement

Module 5: Interpersonal Skills & Networking (4 hours)

- Building rapport and establishing relationships
- Effective networking strategies
- Leveraging social media for professional networking
- Maintaining professional relationships

Module 6: Industrial Visits (5 hours)

- Visits to companies or related facilities
- Observation of real-world operations and processes
- Interaction with industry professionals
- Reflection and learning from the experience

Module 7: Interview Skills & CV Building (8 hours)

- Preparing an effective CV/resume
- Interview preparation techniques
- Handling different types of interview questions
- Personal branding and online presentation