

# KUMAUN UNIVERSITY NAINITAL

QUALITY MANDATE INITIATIVE  
CELL: CONSTITUTED IN JULY 2021



# [2] Curriculum for Life Skill: Jeevan Kaushal

To empower young minds in demanding situations in personal, professional and social life.

## Different Life Skills:

- Communication skills

- Professional skills

- Leadership and Management Skills

- Universal Human values

# Different Life Skills



•**Communication Skills:** Listening, Speaking, Reading, Writing and different modes of writing, Digital Literacy , Effective use of Social Media , Non-verbal communication



•**Professional Skills:**



**A. Career Skills-** Resume Skills ,Interview Skills ,Group Discussion Skills ,Exploring Career Opportunities ,Leadership Skills ,Universal Human Values

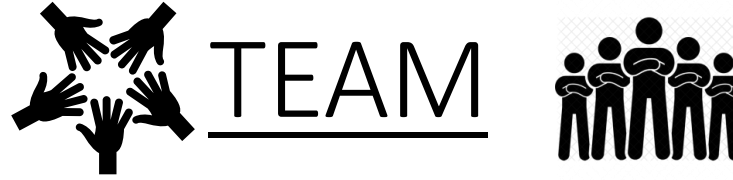


**B. Team Skills-** Presentation Skills ,Trust and Collaboration, Listening as a team Skill ,Brainstorming ,Social and Cultural Etiquettes ,Internal Communication

## Different Life Skills

- **Leadership and Management Skills:** Leadership Skills, Managerial Skills ,Entrepreneurial Skills ,Innovative Leadership, Ethics and Integrity

- **Universal Human Values:** Love & , Truth, Non-Violence, Righteousness ,Peace, Service, Renunciation (Sacrifice)



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# Action plan

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- OUTLINE OF PROPOSED PROGRAMME:

- The first component to be dealt under the programme is professional skills. Under this component, the group will focus on imparting career skills which are highly useful for students. Considering this need of the students, UGC life skill group proposes to hold a two-day workshop on “Resume writing and its components”. The tentative topics to be covered in this workshop will include

- Resume Writing and types of Resumes
- Formulation of CV and biodata
- Portfolio
- Cover Letter

- The tentative dates for the two-day workshop are 18<sup>th</sup> and 19<sup>th</sup> of August 2021.

# Course 1: Communication Skills

<b>Module 1</b>	<b>Listening</b>
<b>Module 2</b>	Speaking
<b>Module 3</b>	Reading
<b>Module 4</b>	Writing and different modes of writing
<b>Module 5</b>	Digital Literacy
<b>Module 6</b>	Effective use of Social Media
<b>Module 7</b>	Non Verbal Communication

# Course 2: Professional Skills

A. Career Skills	
Module 1	Resume Skills
Module 2	Interview Skills
Module 3	Group Discussion Skills
Module 4	Exploring Career Opportunities Skills
Team Skills	
Module 1	Presentation Skills
Module 2	Trust and Collaboration
Module 3	Listening as a Team Skill
Module 4	Brainstorming
Module 5	Social and Cultural Etiquettes
Module 6	Internal Communication

# Course 3: Leadership and Management Skills

<b>Module 1</b>	<b>Leadership Skills</b>
<b>Module 2</b>	Managerial Skills
<b>Module 3</b>	Entrepreneurship
<b>Module 4</b>	Innovative Leadership and Design Thinking
<b>Module 5</b>	Ethics and Integrity

# Course 4: Universal Human Values

<b>Module 1</b>	<b>Love and Compassion</b>
<b>Module 2</b>	Truth
<b>Module 3</b>	Non- Violence
<b>Module 4</b>	Righteousness
<b>Module 5</b>	Peace
<b>Module 6</b>	Service
<b>Module 7</b>	Renunciation

# Proposed activities to be conducted under UGC action plan for Life Skills (Jeevan Kaushal)

<b>Activities</b>	<b>Tentative Schedule</b>
<b>Webinars (National and International)</b>	September – October 2021
<b>Framing and uploading lectures and videos on concerned topics on the University Website / YouTube channel and other platforms.</b>	October- November 2021
<b>Competitions such as online quiz, poster, slogan writing etc.</b>	September, December 2021
<b>Offline/online expert lectures</b>	November 2021
<b>Workshops</b>	August 2021
<b>Distribution of e-certificates to participants</b>	To be distributed to registered participants on completion of above stated activities