

(A UNIT OF CATECHIST SISTERS OF ST.ANN'S, HYD)

ATMAKURU (Village), Mangalagiri (M), Guntur Dist-522503, A.P, India.

Approved by AICTE & PCI New Delhi & Govt. of A.P, Affiliated to SBTET& A.N University, Guntur Accredited by NAAC & Approved under UGC 2f & 12b and Approved Institutional Innovation Council by AICTE Ph: 08645-236255, 236722, 9912342142 E-mail: ncpa@csagp@yahoo.co.in Web site: www.ncpacsag.ac.in

6.3.3 Percentage of Teaching and Non-Teaching staff participating in Faculty Development Programmes (FDP), Professional Development /Administrative Training programs during the Year 2017-18

S. No	Dates (from-to) (DD-MM- YYYY)	Title of the FDP / Professional Development / Administrative training program
1	14-11-2018	Goal setting for Better life
2	29-12-2018	Management Skills in Organization



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NIRMALA COLLEGE OF PHARMACY

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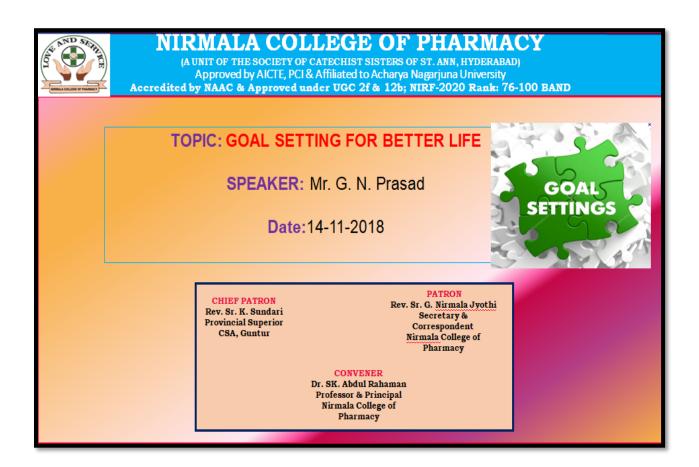
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1. GOAL SETTING FOR BETTER LIFE

Goal setting for Better life	14-11-2018		
Resource Person	Mr. G N Prasad		



INTERACTION OF RESOURCE PERSON





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Sri.G.N.Prasad, Career Mentor, Dated: 14-11-2018







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REGISTRATION FORMS

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REPORT ON THE PROGRAM

TITLE: Goal setting for Better life

DATE: 14-11-2018

RESOURCE PERSON: Mr. G N Prasad

NO OF FACULTY ATTENDED: 30

OUTCOME OF THE PROGRAM:

Sri. G. N.Prasad, Resource Person has explained all the staff very clearly about the importance of Goal setting. By having clear goals, staff become aware of precisely what they want to achieve and how to go about doing it. Everyone are able to more accurately assess and measure their ability to accomplish the goals and most importantly, they should have a plan that can guide them along the way and keep them on track. Why is goal setting so important in life? Setting goals helps trigger new behaviors, helps guides your focus and helps you sustain that momentum in life.

Goals also help align your focus and promote a sense of self-mastery. In the end, you can't manage what you don't measure and you can't improve upon something that you don't properly manage. All these objectives have been clearly stated.



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2. MANAGEMENT SKILLS IN ORGANIZATION

Management Skills in Organization	29-12-2018	
Resource Person	P.Vijaya Lashmi	



Mrs. P. Vijaya Laskshmi, Dated: 29-12-2018





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REPORT ON THE PROGRAM

TITLE: Management Skills In Organization

DATE: 29-12-2018

RESOURCE PERSON: Mrs. Lakshmi Parimi, Psychology Motivation Trainer

NO OF FACULTY ATTENDED: 40

OUTCOME OF THE PROGRAM: The Resource Person has given a wonderful session on management skills. The following are six essential management skills that any manager ought to possess for them to perform their duties:

- Planning. Planning is a vital aspect within an organization. ...
- Communication. Possessing great communication skills is crucial for a manager. ...
- Decision-making. ...
- Delegation....
- Problem-solving. ...
- Motivating

At the most fundamental level, management is a discipline that consists of a set of five general functions: planning, organizing, staffing, leading and controlling. These five functions are part of a body of practices and theories on how to be a successful manager.

