

# GOVERNMENT COLLEGE(A), RAJAHMUNDRY

## DEPARTMENT OF ENGLISH

### PLACEMENT PREPARATION PROGRAMME

17-07-2023 to 27.07.2023

Apprenticeship Programme for the students of BBA Logistics from 17.7.2023 to 27.7.2023  
The Department of English has conducted an Apprenticeship Training Programme for the students of BBS Logistics from 17-07-2023 to 27-07-2023. The details are as under

Sl.No	Name of the Lecturer	Date	Topic
1	Sri P. S. Sastry	17.07.2023	Professionalism & Dresscode
2	Sri P. S. Sastry	18.07.2023	Facing an Interview, FAQs in an interview
3	Sri P. S. Sastry	19.07.2023	<ul style="list-style-type: none"><li>• Various Logistics offering Organizations at the state level, national level</li><li>• Opportunities for entrepreneurship</li><li>• Suggested innovative &amp; economical practices</li></ul>
4	Sri P. S. Sastry	20.07.2023	Interactive session <ol style="list-style-type: none"><li>1. Logistics - Why did you choose this?</li><li>2. What interests you in the course?</li><li>3. What are the opportunities &amp; threats in Logistics?</li></ol>
5	Sri P. S. Sastry	21.07.2023	Interviewing the managers of the following firms <ul style="list-style-type: none"><li>• Navatha</li><li>• SRMT</li><li>• Kranthi</li><li>• Patel Roadways</li><li>• APSRTC</li></ul> Focus on key aspects like <ul style="list-style-type: none"><li>• Charges collected</li><li>• Costs involved</li><li>• Annual Balance Sheet</li></ul> For a comparative study
6	Dr. A. Rajeswari	22.07.2023	Self-Introduction
7	Dr. B. Bhavani	22.07.2023	Telephone Etiquette
8	Dr. A. Rajeswari	24.07.2024	SWOT

9	Dr. B. Bhavani	24.07.2024	Emotional Intelligence
10	Dr. A. Rajeswari	26.07.2024	Resume Writing
11	Dr. B. Bhavani	26.07.2023	Team Dynamics
12	Dr. A. Rajeswari	27.07.2023	Resume Writing, SWOT, E-correspondence
13	Dr. B. Bhavani	27.07.2023	Negotiation Skills



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