

# CAREER DEVELOPMENT CENTRE



Date: 10<sup>th</sup> January 2022

**Subject: Value Added Trainings - School of Architecture, Planning & Design**

**Attention: B.Arch / ID (Session-EVEN-2021-22)**

Above mentioned students are hereby informed that as per the approved value added trainings for the academic year 2021-22, Career Development Centre offers the below mentioned trainings in the School of Architecture, Planning & Design, Even Semester (2021-22). Details as follows:

Training	Semester	Program	Duration	Date of Commencing
Revit (VAT-12)	6 <sup>th</sup>	B.Arch- 3rd Year	32Hrs	07-03-2022
Working Drawing (VAT-84)	6 <sup>th</sup>	B.Arch- 3 <sup>rd</sup> Year	30Hrs	5-04-2022
PDP-2 (VAT-59)	6 <sup>th</sup>	B.Arch- 3 <sup>rd</sup> year	36Hrs	20-01-2022
Photography Trainings (VAT-81)	6 <sup>th</sup> & 8 <sup>th</sup>	B.Arch- 3rd & 4th Year	32Hrs	19-04-2022
Basics of Photoshop (VAT-88)	2 <sup>nd</sup> & 4 <sup>th</sup>	B.Arch & ID-1st & 2nd Year	32Hrs	22-02-2022
Wood as Material (VAT-80)	2 <sup>nd</sup>	B.Arch& ID- 1st year	32Hrs	28-02-2022

**NOTE:**

1. The Department concerned shall notify the details about timings and venue of the training sessions. In case of any query please contact the Career Development Centre, DIT University.
2. For Office of HoD- Ref to Letter NO. Ref No: DITU/CDC/2019/AN-14 (Guidelines for VAT)

Ar. Jitendra Kr. Sarohi  
HoD- SoAPD



*Gaurav Singh*

Gaurav Singh  
Head- CDC

Career Development Centre  
DIT University, Dehradun

To:

- All Deans / Directors
  - HoDs
  - CDC
- } With the request to bring the above to the notice of the students

**Copy for information to:**

- Hon'ble Chairman
- Hon'ble Chancellor
- Hon'ble Vice Chancellor
- Hon'ble Pro Vice Chancellor
- ICT Manager – to upload on website

*V. Singh*  
Registrar  
DIT University, Dehradun

**Professional Development Program -2 (VAT-59)**

**Duration: 36 Hrs | From: 20<sup>th</sup> January to 23<sup>rd</sup> April 2022**

The Professional Development Programme II training was conducted for students of B.Arch 4<sup>th</sup> year program, the venue for the training was DIT University SoAD- Second floor Architecture lab, and the targeted students for the training were B.Arch-3<sup>rd</sup> year, it was conducted by the Career Development Centre, DIT University for the School of Architecture, Planning and Design, the main trainer for the training was **Ms. Vrinda Sharma**.

**OBJECTIVE:**

Prepare them for becoming confident and corporate-culture fit as present-day workplace requires professionals who are not only well qualified and competent but also possess Soft Skills like interpersonal skills and good presentation skills

**TRAINING OUTLINE:**

This module is focuses on providing students various Employability Skills. It emphasizes more on professional grooming and verbal communication in order to help them achieve their potential.

**KEY LEARNING-**

**UNIT 1: Creative Writing**

Essay, Report Writing, Article, Letters, E-mail, difference between formal and informal tone, appropriate use of transition words, creating a signature, understanding different situations and the responses they require (situation- based writing), Proper use of connectors.

**UNIT 2: Question Types**

Introduction to Question types-I: Fill in the blanks, One word Substitution, Spellings, understanding the right word choice, concept of para jumbles and para completion, reading comprehension, verbal analogies, odd man out, phrases and idioms, commonly confused words.

Introduction to Question types-II: Error identification, Homophones, Usage of the various figures of speech, commonly confused words and phrases, techniques for tackling synonyms and antonyms, Intricacies of cloze test, correct use of specific adjectives, concept of sentence improvement, writing concept, auxiliaries and modals.

**UNIT 3: Words & Vocabulary**

Concept of consistency, precision, concision in terms of reading and writing, advance word choice with respect to placement papers, SAP (Subject-Audience-Purpose) approach.

Revisiting vocabulary- high, medium and low frequency words, organization of ideas and thoughts in order to understand the text- The Pyramid Principle.

**UNIT 4: Leadership & Team Building Skills**

Importance of Leadership & Team Building Skills for Job Candidates, How to Develop Leadership Skills? Best Leadership & Team Building Examples.

**UNIT 5- CV Writing & Personal Interview**

What Skills Do Employers Expect From Graduates? CV vs. Resume, How to write a CV, CV writing Do's & Don'ts, Tips with Best CV Examples/ Samples, Feedback Sharing & Error Analysis.

Personality Traits to be Analyzed During a Personal Interview, How to Prepare for a Personal Interview. Personal Interview Etiquette Rules, FAQs to prepare for Personal Interviews, Mock Personal Interviews, Feedback Sharing & Error Correction.

**UNIT 6: Group Discussion**

Personality Traits to be Analyzed During a Group Discussion, Types of Group Discussions, Tips & Strategies, GD Rules to Follow (Do's Don'ts), Frequently Asked GD Topics, Mock Group Discussions, Feedback Sharing & Error Correction.

**Training Outcomes:**

- Develop Leadership & Team Building Skills.
- Receive hands-on guidance to develop an effective CV.
- The students would be able to understand the basic trends of questions asked in the aptitude part of placements.

  
Registrar  
DIT University, Dehradun

## Annexure - II

### Value added course Details (Academic Year: 2021-22)

VAT Course Name: Personality Development Program-2

VAT Code: VAT 59

Duration in Hours: 36

Number of Students Enrolled: 46

Number of Students Completed: 44

**Grades:**

**G= GOOD ; S = Satisfactory ; P = Poor ; W = Withdraw**

Student ID	Student Name	Program/Course	Year	Passing Grade
190823001	AMAN KUMAR	Bachelor of Architecture	3rd Year	S
190823002	SHIVAM THAKUR	Bachelor of Architecture	3rd Year	G
190823003	SAKSHAM K VERMA	Bachelor of Architecture	3rd Year	S
190823004	AADYA AGARWAL	Bachelor of Architecture	3rd Year	S
190823005	CHIRAG SHARMA	Bachelor of Architecture	3rd Year	S
190823006	SHIVAM KUNDU	Bachelor of Architecture	3rd Year	S
190823007	KUSHAGRA AGRAWAL	Bachelor of Architecture	3rd Year	S
190823008	PUNEET YADAV	Bachelor of Architecture	3rd Year	S
190823009	KHUSHI BHATNAGAR	Bachelor of Architecture	3rd Year	S
190823010	AKSHAT GOEL	Bachelor of Architecture	3rd Year	G
190823011	ADITYA BISHT	Bachelor of Architecture	3rd Year	S
190823012	NISCHHAL NEGI	Bachelor of Architecture	3rd Year	S
190823013	TIMOTHY BOVES	Bachelor of Architecture	3rd Year	S
190823014	ISHIKA JAIN	Bachelor of Architecture	3rd Year	G
190823015	ANUBHOOTI JOSHI	Bachelor of Architecture	3rd Year	S
190823016	SAMEEP SINGH	Bachelor of Architecture	3rd Year	S
190823017	PURUSHOTTAM KUMAR	Bachelor of Architecture	3rd Year	S
190823018	GAUTAM GROVER	Bachelor of Architecture	3rd Year	S
190823019	VIDUSHI AGARWAL	Bachelor of Architecture	3rd Year	S
190823020	SALONI GOYAL	Bachelor of Architecture	3rd Year	S
190823021	SNEHA PANDEY	Bachelor of Architecture	3rd Year	P
190823022	MOHD AMAN	Bachelor of Architecture	3rd Year	S
190823023	KATYAYANI	Bachelor of Architecture	3rd Year	S
190823024	VIDIT AGARWAL	Bachelor of Architecture	3rd Year	S
190823025	ANANYA JAIN	Bachelor of Architecture	3rd Year	S
190823026	SAMEER ANSARI	Bachelor of Architecture	3rd Year	G
190823027	SAURABH CHAUHAN	Bachelor of Architecture	3rd Year	G
190823028	RAHIL DOGRA DOGRA	Bachelor of Architecture	3rd Year	S
190823030	LAVANGIKA	Bachelor of Architecture	3rd Year	P
190823031	TUSHAR KAUSHIK	Bachelor of Architecture	3rd Year	S
190823032	AINDVI KHANNA	Bachelor of Architecture	3rd Year	S
190823033	RIYA JAIN	Bachelor of Architecture	3rd Year	G
190823034	UMAR FARUKH	Bachelor of Architecture	3rd Year	G
190823035	ZOHA MIRZA	Bachelor of Architecture	3rd Year	S
190823036	SHIV NARAYAN	Bachelor of Architecture	3rd Year	S
190823037	ZUBAIR SAIFI	Bachelor of Architecture	3rd Year	S
190823038	AAMIR ALAM	Bachelor of Architecture	3rd Year	S
190823039	KHUSHI GARG	Bachelor of Architecture	3rd Year	G
190823040	KETAN GUPTA	Bachelor of Architecture	3rd Year	G
190823041	ABHISHEK KUMAR	Bachelor of Architecture	3rd Year	S

*VAT- Report/ Evaluation*  
*Received*  
Head - CDC  
Career Development Cell  
DIT University, Dehradun

*Vijay*

Registrar  
DIT University, Dehradun

190823042	SUDHANSHU KOTALIA	Bachelor of Architecture	3rd Year	S
190823043	FEEUNA ALAM	Bachelor of Architecture	3rd Year	G
190823044	VAIBHAVI DHIMAN	Bachelor of Architecture	3rd Year	G
190823045	INDU PATEL	Bachelor of Architecture	3rd Year	S
190823046	NABEEL SHAH	Bachelor of Architecture	3rd Year	S
ADM/005017	ARJUN RATHEE	Bachelor of Architecture	3rd Year	G



Registrar  
DIT University, Dehradun