

Finishing School 2018

An Initiative of K.C.G

First Batch

We have successfully completed the first batch of Finishing School. 48 students were registered and two trainers Mr. Suresh Prajapati and Mr. Mehul Soni trained our students keeping in mind all the four components.

Component 1 & 2				Component 3 & 4			
Students Registered List	Total Hours	Duration Date/Time	Name of the Trainer	Students Registered List	Total Hours	Duration Date/Time	Name of the Trainer
Attached in separate sheet	50	20/12/2018 to 31/12/2018	Mehul Soni	Attached in separate sheet	50	10/10/18 11/10/18 17/10/18 18/10/18 28/10/18 4/11/18 14/11/18 14/12/18 15/12/18 16/12/18 17/12/18 18/12/18	Suresh Prajapati

Details Topic wise Schedule

From Date: 10/10/2018 to Date 25/10/2018

Day – 1 (10-10-2018)	Hour	Time
Introducing self and others	02:00	8:00 AM to 10:00 AM
Short Break	00:10	10:00 AM to 10:10 AM
Let's name it	01:00	10:10 AM to 11:10 AM
Long Break	00:30	11:10 AM to 11:40 AM
Interaction	00:45	11:40 AM to 12:25 PM
Short Break	00:10	12:25 PM to 12:35 PM
Let's name it	01:00	12:35 PM to 01:35 PM
Day – 2 (11-10-2018)		
Let's name it	02:00	8:00 AM to 10:00 AM
Short Break	00:10	10:00 AM to 10:10 AM
Describing people	01:00	10:10 AM to 11:10 AM

Long Break	00:30	11:10 AM to 11:40 AM
Interaction	00:45	11:40 AM to 12:25 PM
Short Break	00:10	12:25 PM to 12:35 PM
Roll ,Camera, Action	01:00	12:35 PM to 01:35 PM
Day – 3 (17-10-2018)		
Roll ,Camera, Action	02:00	8:00 AM to 10:00 AM
Short Break	00:10	10:00 AM to 10:10 AM
Roll ,Camera, Action	01:00	10:10 AM to 11:10 AM
Long Break	00:30	11:10 AM to 11:40 AM
Interaction	00:45	11:40 AM to 12:25 PM
Short Break	00:10	12:25 PM to 12:35 PM
Everyday English	01:00	12:35 PM to 01:35 PM
Day – 4 (18-10-2018)		
Everyday English	02:00	8:00 AM to 10:00 AM
Short Break	00:10	10:00 AM to 10:10 AM
Everyday English	01:00	10:10 AM to 11:10 AM
Long Break	00:30	11:10 AM to 11:40 AM
Interaction	00:45	11:40 AM to 12:25 PM
Short Break	00:10	12:25 PM to 12:35 PM
Right word Right place	01:00	12:35 PM to 01:35 PM
Day – 5 (24-10-2018)		
Right word Right place, Let's Connect	02:00	8:00 AM to 10:00 AM
Short Break	00:10	10:00 AM to 10:10 AM
Let's Connect	01:00	10:10 AM to 11:10 AM
Long Break	00:30	11:10 AM to 11:40 AM
Interaction	00:45	11:40 AM to 12:25 PM
Short Break	00:10	12:25 PM to 12:35 PM
Building Blocks	01:00	12:35 PM to 01:35 PM
Day – 6 (25-10-2018)		
Building Blocks, Framing it Right	02:00	8:00 AM to 10:00 AM
Short Break	00:15	10:00 AM to 10:15 AM
Framing it Right	01:00	10:15 AM to 11:15 AM
Long Break	00:30	11:15 AM to 11:45 AM
Developing a paragraph	01:00	11:45 AM to 12:45 PM
Interaction	01:00	12:45 PM to 01:45 PM
Short Break	00:15	01:45 PM to 02:00 PM
Developing a paragraph	01:00	02:00 PM to 03:00 PM



Introducing self and others

Inaugural Function of Finishing School



Review of Set Goals



Presentation Skill



Education Department
Government of Gujarat

FINISHING SCHOOL



STUDENT'S WORKBOOK

50 hrs. Training

FUNCTIONAL AND SPOKEN ENGLISH

An Employability Enhancement Initiative
Empowering Youth for Successful Transition
from Final Year to Professional World



Knowledge Consortium of Gujarat



Education Department
Government of Gujarat



FINISHING

STUDENT'S WORKBOOK

50 hrs. Training

An Employability Enhancement Initiative
Empowering Youth for Successful Transition
from Final Year to Professional World



Knowledge Consortium of Gujarat

Scanned with CamScanner

Education Department
Government of Gujarat

FINISHING SCHOOL

LIFE SKILLS & EMPLOYABILITY SKILLS

Key to Personal & Professional Skills

Key to Comprehensive Growth

STUDENT'S WORKBOOK
50 hrs. Training

An Employability Enhancement Initiative
Empowering Youth for Successful Transition
from Final Year to Professional World

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Knowledge Consortium of Gujarat



Shri Babulal Punamchand Shah Vidhyasankul Managed

Smt. R. M. Prajapati Arts College Satlasana

(Affiliated to Hemchandrachary North Gujarat University. Patan)
NAAC Accredited 'B' Grade

Principal : Dr. Jayesh N. Barot - 9426362329

College Code : 068 Zone Code : 93 DP Code : 108



Date :

Ref. No.

Finishing School Programme

The finishing school, an initiative of the Education Department of Gujarat Government. Through this programme, students are imparted training under 04 components : Component 1 and 2 of 25 hours under Functional and spoken English and Components 3 and 4 of life and employability skills. The sessions include various interesting aspects such as Self Esteem, Leadership, Life Goal Setting, Interview Skill, Group Discussion and many more. Through this training, students are mentored to improve their communication, decision marking, team work skills, critical thinking skills and self confidence.

PRINCIPAL

Smt. R. M. Prajapati Arts College
Satlasana, Dist.:Mahesana
Pin : 384330. (N. Gujarat)

Smt R. M. Prajapati Arts College, Satlasana
Finishing School
Registration - 2018-19



Batch : 1

2

No	Name of the Students	Semester	Teantative Training Schedule
1	PARMAR TAKLABHAI A.	B.A.SEM.5	Trainer : 1 Component - 1& 2 Mr. Mehubhai Soni Programme Will start as per trainer's schedule and suitable dates (Approximately every saturday and sunday)
2	RABARI BHARTI TEJABHAI	B.A.SEM.5	
3	PATEL BINDU KANTIBHAI	B.A.SEM.5	
4	MEMAN AISHIFA J.	B.A.SEM.5	
5	SHAH ARPITA J.	B.A.SEM.5	Trainer : 2 Component - 3& 4 Prof Sureshbhai Prajapati Programme Will start as per trainer's schedule and suitable dates
6	BHANGI SHAILESH B.	B.A.SEM.5	
7	UMATIYA ZUBERBHAI R.	B.A.SEM.5	
8	UMATIYA AABID A.	B.A.SEM.5	
9	SUTHAR AMI D.	B.A.SEM.3	
10	VAGHELA GHANSYAMSINH	B.A.SEM.5	
11	CHAUHAN NIKULSINH	B.A.SEM.5	
12	SUTHAR HEMA J.	B.A.SEM.5	
13	SUTHAR SARITA G.	B.A.SEM.5	
14	SUTHAR POOJA BABUBHAI	B.A.SEM.5	
15	CHAUHAN NIKULSINH K.	B.A.SEM.5	
16	PATEL AYUSHI R.	B.A.SEM.5	
17	PRAJAPATI HARSHKUMAR B.	B.A.SEM.5	
18	THAKOR JIGARJI ISHVARJI	B.A.SEM.5	
19	PATEL SEJAL PRABHUDAS	B.A.SEM.5	
20	BAROT KINJAL JASHUBHAI	B.A.SEM.5	
21	PRAJAPATI MITALBEN A.	B.A.SEM.5	
22	KHARADI KAPURABHAI B.	B.A.SEM.5	
23	CHAUHAN ILARABA B.	B.A.SEM.5	
24	CHAUHAN PINTUBA M.	B.A.SEM.5	
25	GAMAR RVINDRABHAI C.	B.A.SEM.5	
26	GAMAR NIKESH KANABHAI	B.A.SEM.5	
27	KODARVI NARANBHAI M.	B.A.SEM.5	
28	KODARVI BABABHAI S.	B.A.SEM.5	
29	DAVDA DINESHBHAI S.	B.A.SEM.5	
30	BUMBADIYA SONALBEN M.	B.A.SEM.5	
31	TARAL NIRUBEN S.	B.A.SEM.5	
32	MAKVANA RAHULKUMAR J.	B.A.SEM.5	
33	DABHI GOVINDBHAI C.	B.A.SEM.5	
34	DABHI HIRABHAI A.	B.A.SEM.5	
35	VAGHELA KINJALBEN R.	B.A.SEM.5	
36	CHAUHAN SONALBA K.	B.A.SEM.5	
37	SOLANKI GANGABEN B.	B.A.SEM.5	
38	MEMAN SHAHFUKHBHAI K.	B.A.SEM.5	
39	CHAUHAN VISHVAJITSINH N.	B.A.SEM.5	
40	CHAUHAN YASHPALSINH J.	B.A.SEM.5	
41	GAMAR RAVINABEN RAJUBHAI	B.A.SEM.5	
42	TARAL SHARMILABEN B.	B.A.SEM.5	
43	BARAD JAYRAJSINH K.	B.A.SEM.5	
44	THAKOR MANISHABEN J.	B.A.SEM.5	
45	THAKOR ASHABEN S.	B.A.SEM.5	
46	MODI MAHIMA BHARATBHAI	B.A.SEM.5	

Registration
2019.20

Knowledge Consortium of Gujarat-Finishing School Training
Smt. R. M. Prajapati Arts College, Satlasana

Batch:

Date:

Training Time

From

To

Total Hours :

Rest Break & Interaction Time

From

To

Total Hours :

Topic Covered:

S. No	M/F	Name	Roll No	Sem	Degree(B.A./BCOM/ B.SC./BE) Diploma(Diploma in Electrical Eng. etc)	Signature
1	F	PRAJAPATI PRATIXA D.	1	5	B.A.	
2	F	PATEL GOPI H.	2	5	B.A.	
3	F	DESAI CHETNABEN V.	3	5	B.A.	
4	F	MEMAN SIMRAN A.	4	5	B.A.	
5	F	PRAJAPATI BHUMI H.	5	5	B.A.	
6	F	THAKOR HETAL P.	6	5	B.A.	
7	F	PRAJAPATI PAYALBEN R.	7	5	B.A.	
8	F	SUTHAR GAYTRIBEN D.	8	5	B.A.	
9	F	PRAJAPATI DHARTIBEN B.	9	5	B.A.	
10	F	PARMAR SEJALBA J.	10	5	B.A.	
11	F	ZALA RAJESHRI BA P.	11	5	B.A.	
12	M	THAKOR SURESHJI R.	12	5	B.A.	
13	M	THAKOR VISHALKUMAR J.	13	5	B.A.	
14	M	KHAIR SHAILESHKUMAR J.	14	5	B.A.	
15	M	PATEL HARSHADKUMAR V.	15	5	B.A.	
16	M	THAKOR KIRANJI P.	16	5	B.A.	
17	M	GAMAR SANJAYBHAI K.	17	5	B.A.	
18	F	PARMAR JAHANVIKUMARI L.	18	5	B.A.	
19	F	PATEL PRIYA K.	19	5	B.A.	
20	F	PARMAR KRUPALKUMARI V.	20	5	B.A.	
21	F	RAVAL KOMAL V.	21	5	B.A.	
22	F	PRAJAPATI NEHA R.	22	5	B.A.	
23	F	CHAUHAN KINJAL J.	23	5	B.A.	
24	F	PARMAR KALIBEN L.	24	5	B.A.	
25	F	CHAUHAN BHAVNABEN R.	25	5	B.A.	

Total No Of Student	Present Students	Absent Students

Dr.Yogesh Yadav
Officer on Special Duty
Extension-Finishing School

Principal /Co ordinator Name
Signature:
College Stamp:

Trainers Name:
Signature:

Knowledge Consortium of Gujarat-Finishing School Training
Smt. R. M. Prajapati Arts College, Satlasana

Batch: _____ Date: _____

Training Time _____ From _____ To _____ Total Hours : _____

Rest Break & Interaction Time _____ From _____ To _____ Total Hours : _____

Topic Covered: _____

S. No	M/F	Name	Roll No	Sem	Degree(B.A./BCOM/ B.SC./BE) Diploma(Diploma in Electrical Eng. etc)	Signature
26	F	SOLANKI USHABEN R.	26	5	B.A.	
27	F	PATEL PALAK M.	27	5	B.A.	
28	F	RAVAL NIDHI G.	28	5	B.A.	
29	M	RAVAL SACHINKUMAR B.	29	5	B.A.	
30	M	THAKOR AKASH C.	30	5	B.A.	
31	M	MEMAN SOHIL K.	31	5	B.A.	
32	M	RAVAT ASHISH P.	32	3	B.A.	
33	M	RAVAL AJAY B.	33	3	B.A.	
34	M	PATEL VISHAL C.	34	3	B.A.	
35	M	PATEL KEYUR V.	35	3	B.A.	
36	F	MEMAN SUJANBANU I.	36	3	B.A.	
37	F	SUTHAR AMI D.	37	3	B.A.	
38	F	SUTHAR RIPAL K.	38	3	B.A.	
39	F	PATEL MOXA M.	39	3	B.A.	
40	F	BAROT RACHANA S.	40	3	B.A.	
41	F	BAROT HIMANSHI B.	41	3	B.A.	
42	F	SUTHAR ARCHANA R.	42	5	B.A.	
43	F	NAYI DHARTI C.	43	5	B.A.	

Total No Of Student	Present Students	Absent Students

Dr.Yogesh Yadav
Officer on Special Duty
Extension-Finishing School

Principal /Co ordinator Name
Signature:
College Stamp:

Trainers Name:
Signature:

2020 21 . Online Registration

Finishing Class Batch Functional English component -4- set D Attendance			
Name	Date	12-12-2020	13-12-2020
	11-12-2020		
Aglodiya. Altafbhai	P	P	P
Chaudhary nishaben kesharbai	A	A	A
CHAUHAN RANJANBA HAJURSINH	P	P	P
DABHI JITENDRASINH VIJAY SINH	A	A	A
DABHI VIKARAMBHAI RATABHAI	P	P	P
DARJI KINJAL BHARATBHAI	A	A	A
DIXITKUMAR ARVINDKUMAR SUTHAR	A	A	A
GAVANDAR SELVIBEN BABUBHAI	P	P	P
JOSHI PARTHKUMAR ATULKUMAR	A	A	A
Kundanba Manojsinh Parmar	A	A	A
PAREKH AJAYKUMAR VIRENDRABHAI	P	P	P
Parmar Amishaben hareshbai	P	P	P
Parmar manishaba pravinsinh	A	A	A
PARMAR SANDHYABEN JASVANTBHAI	P	P	P
PATEL NIDHI VIJAYBHAI	P	P	P
Prajapati Bhargavi kamleshbai	P	P	P
SONI KRUPABEN JIGAR BHAI	A	A	A
SUTHAR JATIN KANTIBHAI	P	P	P
Suthar nikitaben amaratbai	A	A	A
Thakor Pradipji Pratapji	P	P	P
Umatiya Muskanaben	P	P	P
CHAUHAN KAJALBEN ISHVARJI	P	P	P
CHAUHAN NAVGHANSINH PRADHANSINH	A	A	A
DARJI SHRADDHABEN RAJESHBHAI	P	P	P
Lakhavara Beena Kiritkumar	A	A	A
Prajapati hiral j	P	P	P
Raval Suchita Mukeshbai	P	P	P
UMATIYA IRSHADBHAI MUSTUFABHAI	P	P	P
Vaghela yogendrasinh vadansinh	A	A	A
Kodaravi Kanubhai Kalubhai	A	A	A

(વિદ્યાર્થીએ કોલેજને આપવાનું થતું બાંહેધરી પત્રક)

વિદ્યાર્થીનો
પાસપોર્ટ સાઈઝ
ફોટોગ્રાફ

વિદ્યાર્થીનું નામ:-

સરનામું:-

રોલ નં.:-

વર્ષ:-

શાખા:-

આથી હું _____ રોલનંબરવર્ષ _____ નો _____ શાખાનો વિદ્યાર્થી
ફિનીશીંગ સ્કુલ અંતર્ગત તાલીમ મેળવવા સહમત છું. આ સમગ્ર કોર્ષ દરમિયાન હું નિયમિત હાજરી આપીશ
તથા આ કોર્ષ હું સફળતા પૂર્વક પૂર્ણ કરીશ તેની હું સંમતિ અને બાંહેધરી આપું છું.

વિદ્યાર્થીનું નામ અને સહી

તારીખ:

સ્થળ:

એન્ડોર્સ બાય:-

આચાર્યશ્રી(સબંધીત કોલેજ)

નોંધ: આ બાંહેધરી પત્રક કોલેજે અહીં કેસીજી કચેરીએ પરત કરવાના નથી એ કોલેજ પોતાની પાસે જ
રાખવાના રહેશે.



KNOWLEDGE CONSORTIUM OF GUJARAT

EDUCATION DEPARTMENT, GOVERNMENT OF GUJARAT

FINISHING SCHOOL PROGRAMME

Certificate of Participation



This is to certify that Mr./Ms. _____

of _____ Faculty, Semester _____ Roll No. _____ of

has participated in _____ hours of _____ hours Employability Skills, Life Skills Training
and Function English Skill from _____ to _____ under Finishing School as
part of the Extension initiative of KCG, Education Department, Government of Gujarat.

Place :

Dr. J.N.Barot
Principal

Dr.R.R.Joshi
Co-Ordinator

Date :

Smt R.M.Prajapati Arts College, Satlasana.