

Fw: GTT Foundation- Barclays CSR led Employability Skills Development program for Invertis University

Sarathi Prasad Gouda <director.placement@invertis.org>

Thu 11/2/2023 2:29 PM

To: Ashutosh Pradhan <ashutosh.p@invertis.org>

4 attachments (5 KB)

image001.jpg; image002.jpg; image003.jpg; image004.png;

GTT Foundation Training

Regards,



From: Deepak Kashyap <deepakk@gttfoundation.org>

Sent: Saturday, August 13, 2022 10:16 AM

To: Sarathi Prasad Gouda <director.placement@invertis.org>; Ashish Maheshwari <ashish.m1@invertis.org>

Cc: Rahul Pawar <rahul.pawar@gttconnect.com>

Subject: GTT Foundation- Barclays CSR led Employability Skills Development program for Invertis University

Respected Sir,

I'm happy to have connected with you and it is my pleasure to introduce Global Talent Track Foundation (GTTF).

We would like to interest you by mentioning that this Program is a Corporate Social Responsibility (CSR) Initiative. Thus, this entails ***no cost to either the student or the institute***. This program would help the student during their placements.

I would be happy to take any queries that you may have.

In the interim, request you to visit this link to know more about us: www.gttconnect.com

and know more about our programs for students: <https://gttconnect.com/about-us/>

GTT Foundation (GTTF) is a registered education and training venture, set up by some of the best minds from the industry, education, and technology domains. The venture aims to provide 'quality with scale' through programs delivered with the help of innovative technologies and compelling content.

The training which is being conducted by us, Global Talent Track in association with our sponsors/official training partners Barclays. As a part of the Barclays CSR initiative, Barclays has decided to skill unemployed youths as per the industry requirement. We would be executing the training program under this initiative, with a limited number of colleges across India.

Training duration: 24 hours

Registration Link:- <https://forms.gle/vLqWVebWkL5atc6g9>

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Training Program Details:

1. 24 hours of high impact workshop on Soft Skills, Communication, and Aptitude by specialized experts from the corporates with immense relevant industry

Basis the requirement from the college, we share a customized Program Outline on topics that range from Soft Skills to communication to Aptitude training


JOB READINESS WORKSHOP - Barclays Life Skills - 24 hour Program						
Module	Sub-Module	Activity	Duration (in minutes)	Execution	Session Objective	
Introduction Preparedness.	Introduction Ice Breaking exercises	Birth month game or Sing your name	20	Interacting with each other	Knowing each other helps with a better connection throughout the session	
Goal Settings	1. Why is it important? 2. WIIFM	Scenario based activity on short	20	Live setting goals strategies	1. Helping them with methods of setting	https://www.mindtools.com/pages/article/newsm-stories-goals.htm

	3.Goals need to be- a.Specific b.Attainable c.Measurable d.Relevant e.Time-Bound	term, long term and immediate goals			goals 2.Understand the importance of it and how to achieve it
Quick Intro to 1 Year Mentoring program	Say : Now that you have understood Goal Setting, GTT is here to help you in achieving your long term goals - end goals through a 1 year Mentoring program. Why the 1 year Mentoring (Show Slides shared as a part of Orientation mail - LMS Link)	Explain the importance of the 1 year Mentoring Program Say : Link- of the mentoring Whatsapp group will be shared with all of you - Circulate the sheet to register the interest of students interested in Mentoring sessions. - Take the help of Class Representatives or VPs to get students to register using the Mentoring sheet	10	Making them understand why they should join the group and how it will help them in career growth	Continuous improvement and goal setting
Assessment	Ask Participants : Have you set goals? What is your understanding on SWOT analysis?	Discussion	10	Discussion Question & Answer round	Understanding the relation between SMART Goal and SWOT Analysis
	Make your goals SMART Topics : Plan a trip/job in my dream organisation Ask : Is your goal SMART?	Brainstorming/Q&A	15	Journey from short term goals to long term goals - Strategies	
Building an Image Virtually/Online	LinkedIn (Profile Management)	1.Train the candidates on how to create LinkedIn profile 2.Explain the significance of LinkedIn 3.Show sample profiles of other freshers/final year students for better understanding 4.Explain the important parts of a profile that need to be created	40	1.Creation of own profile 2.Search about your dream company and groups on LinkedIn and connect with them- Home work	To gain knowledge on LinkedIn account management and tips to enhance a profile
SWOT Analysis	Importance of SWOT analysis Projecting your positive attributes	Case study on self-analysis	30	Brain storming on SWOT analysis	Helping them understand their strengths and working on their weaknesses
Assessment	Ask participants: How would you use SWOT Analysis	Tell me something about yourself- strengths & weaknesses	20	Use of SWOT analysis in overcoming your weaknesses using your strengths- strategies & examples	
	1.What would they do to overcome the Threats (major focus on communication) 2.Why is clear	Game- Chinese whisper	15		Understanding the importance of Communication skills & Listening skills

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https://www.mindtools.com/pages/article/newTMC_05.htm#:~:text=SV

<http://faculty.haas.berkeley.edu/rubinson/Papers%20DOR/Three%20Cs>

	communication important					
Communication Skills	1.Introduction 2.Ask participants: How much time does it take to create an impression? 3.Verbal v/s Non verbal 4.Communication model 5.Mehrabian's principle 6.Written communication 7.Grammar, sentence structure, punctuation 8.Barriers to communication	Extempore Role plays Mock telephonic interviews	60	Division of participants into groups/teams to check on Communication skills.	Ensure participants have impactful communication skills	
	Transition: Win as much as you can with the right communication Ask : What did you learn? What are your observations? Can we say miscommunication leads to conflict? Let's talk about it.	Word scavenger game	30	Question about the learning from the activity	Understanding of how listening skill plays vital a role while communicating	
Conflict Resolution	1.What is conflict resolution? 2.Why should you resolve conflict? 3.When should you resolve conflict? 4.How should you resolve conflict? Transition: Shirley and Abdul conflict Ask : What are your takeaways? Can collaborating with each other help in this case? Think about it.	Case Study + Discussion	25 20	Discuss strategy to resolve conflicts using the case study. Other examples should also be used to ensure effective grasping by the participants	Enlighten participants about the types of conflicts faced in the corporate world and their outlook on resolution	https://online.champlain.edu/blog/top-conflict-resolution-strategies
Collaboration	The 3 important skills for teamwork and collaboration- 1.Trust 2.Tolerance 3.Self awareness	Divide them in groups. One group being the client & the other being the delivery partner. Get the groups to collaborate with each other in this scenario and focus on collaboration skills	40	Discuss 3 important skills for teamwork & collaboration- 1.Trust- What would you gain? 2.Tolerance- Why is it necessary? 3.Self-awareness- How would this benefit them?	Helping them understand how collaboration helps get work done in a better and faster manner	https://www.pmi.org/learning/library/conflict-collaboration-beyond-pro https://www.mediate.com/articles/eilermanD8.cfm
	Transition: After the activity, brainstorming on : How collaboration leads to accomodation?		10			
Accommodating	1.Points to keep in mind while accommodating 2.Try to keep them flexible and simple 3.Be sure to appoint a responsible person/s	Case study	20	Discussion + Case study	Drive the importance of putting th concerns of others first and giving in only to get something in exchange	
	Transition: After the case study, discuss if we cannot accommodate then compromise		10			
Compromising	1.When should you compromise?	Case study	30	Discussion + Case study	Understanding the importance	

	2. Why is it important? 3. Win-win for both				of compromising for relationship building	
	Transition: Basis on the case study, discussing when and how much should you compromise and what are the people skills required		15			
Quick Intro to 1 Year Mentoring program	Say : Before we move onto People Skills, GTI is here to help you in honing all skills including People Skills through a 1 year Mentoring program. Why the 1 year Mentoring (Show Slides shared as a part of Orientation mail - LMS Link)	Explain the importance of the 1 year Mentoring Program Say : Link- of the mentoring Whatsapp group will be shared with all of you - Circulate the sheet to register the interest of students interested in Mentoring sessions. - Take the help of Class Representatives or VPs to get students to register using the Mentoring sheet	10	Making them understand why they should join the group and how it will help them in career growth	Continuous improvement and goal setting	
People Skills	1. People skills for self 2. Verbal / Non verbal communication 3. Positive attitude 4. Listening skills 5. Openness to feedback 6. Reliability	Role play	50	Activity based learning	Drive the importance of effective communication skills	
	Transition : Discussion on how changes can help in improving people skills. What needs to be done for people skills with Team?		20			
	People skills for team: 1. Leadership 2. Open-mindedness 3. Integrity 4. Teamwork 5. Fairness	Role play / videos on team work and integrity	40	Activity based learning	Ensuring the trainees learn teamwork, openmindedness, integrity, leadership	https://www.forbes.com/sites/jacquelynsmith/2013/11/15/06e-20-people
	Transition : Role-plays can be planned by dividing the participants into groups and thereafter, checking as a team if all the members are working towards the people skills for the team. Checking is that helping towards problem solving and leading to better decision making.		15			https://www.mindtools.com/blog/offers/wp-content/uploads/sites/5/201
	People skills for problem solving: 1. Identify and define the problem 2. Come up with possible solutions 3. Evaluate the options 4. Choose the best solution 5. Implement the solution 6. Evaluate the outcome	Questions & discussions, win-win solutions, and implementation	20	Discussion	Assist in identifying problem solving techniques for different situations	
	Transition: Ask them what did they learn? Will they adapt to this concept? What is adaptability?		20		Helpful for every individual in understanding	

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					other's thought process	
Adaptability	1.Best ways to implement adaptability 2.Change of thought process 3.Learning new skills 4.Changing ways to work, if necessary	Story (WMMC- Who Moved My Cheese)	20	Video based learning	Driving the importance of adapting to change	https://www.indeed.com/career-advice/career-development/adaptability-skills#:~:text=Adaptability%20skills%20care%20qualities%20that,trend
	Checking participants learning from the story (WMMC) Transition: Also brain storming on Work ethics. Ask : Does the story also talk about work ethics?		15			https://www.cleverism.com/skills-and-tools/adaptability-skills/
Work Ethics	1.Following company's policies 2.Effective communication 3.Taking responsibility 4.Accountability 5.Professionalism 6.Trust and mutual respect for colleagues at work	Scenario based activity and videos on accountability at work place	30	Scenario and video based learning	Driving the importance of following the company's work ethics	http://AppData/Local/Microsoft/Windows/INetCache/Content.Outline/notice/work-ethics/ https://blog.vanta@ecircle.com/work-ethics/
	Transition: Ask : Does trust help you feel psychologically safe? Does it make you feel emotionally better? Move onto a small discussion about emotional well being		5			
Resilience	1.How to build resilience at work? 2.Pay attention to your health 3.Focus on your physical well-being 4.Practice relaxation techniques 5.Practice reframing threats as challenges 6.Mind your mind-set 7.Get connected 8.Practice self-awareness 9.Watch your stress levels	Scenario based activity + Role plays	30	Learning with examples and role plays		
	1.About inner drive/inner focus 2.Its about who you really are 3.Your vision, focus 4.Your purpose, goals, motivations	Discussion	25	Talking to oneself keeping inner focus, goals, purpose, motivation, self-confidence in mind.	Enable students understanding healthy physical, mental and emotional balance at work place	http://AppData/Local/Microsoft/Windows/INetCache/Content.Outline/students.unimelb.edu.au/careers/get-career-ready/building-career-resilience#:~:text=Career%20resilience%20is%20a%20lifelong,you%2 https://www.northeastern.edu/graduate/blog/how-to-build-career-resilience/ https://www.forbes.com/sites/carolinecastrillon/2019/10/13/why-resilience/
	1.What would you do for physical health at work? 2.Promote healthy lifestyle 3.Encourage fitter food habits 4.Subside the use of digital equipment	12 hour non-digital equipment challenge	10	Activity on investing time on doing things that don't involve digital equipment and keep a track of it		
	Things to do during non equipment challenge Transition: How to manage time with or without digital equipment		15	Share success stories, if any, of the 12 hour No-internet/mobile/laptop challenge		
Time Management	Principles of time management:	The Mayo Jar activity	20	Activity based learning	Analysing how managing time	https://www.mindtools.com/pages/article/newLITE_00.htm#:~:text=Time

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	<ul style="list-style-type: none"> 1.Planning, organizing & prioritizing 2.The 80/20 rule 3.Do one thing at a time 4.Avoid distractions 5.Learn to say No 				helps in meeting deadlines, organizing and prioritizing tasks	
	<p>What was the learning taken?</p> <p>Transition: Does this help you manage your stress at work?</p>		10			
Stress Management	<ul style="list-style-type: none"> 1.How do you manage it? 2.Avoid morning Stress 3.Stay organized 4.Be comfortable 5.Forget multitasking 6.Control perfectionism 	Meditation, laugh out loud activity	20	Activity based learning	Understanding the importance of stress-free work life	https://www.sutterhealth.org/health/mind-body/10-simple-ways-to-cop
	<p>Transition: Did meditation help?</p> <p>Meditation helps us become calmer and thus, opens us to being more flexible.</p>		10			



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Fw: Barclays Sponsored CSR Employability Enhancement Training Program conducted by Global Talent Track || Invertis University

Sarathi Prasad Gouda <director.placement@invertis.org>

Thu 11/2/2023 2:28 PM

To: Ashutosh Pradhan <ashutosh.p@invertis.org>

📎 5 attachments (1 MB)

Certificate Specimen.PDF; Barclays LifeSkills Training Content.pdf; Student Self-Declaration form.docx; GTT Customize Paid Programs.pdf; GTT MoU Draft.docx;

GTT Foundation Training

Regards,

SARATHI GOUDA Director - Corporate Relations	+91-72170-11230	 INVERTIS UNIVERSITY BAREILLY
Phones: (+91 581) 2460442, 2640443 (Ext. 110), Telefax: (+91 581) 2460454 Invertis Village, Bly-Lko, National Highway, N.H.-24, Bareilly (U.P.) www.invertisuniversity.ac.in		

From: viditc@gttfoundation.org <viditc@gttfoundation.org>

Sent: Tuesday, May 9, 2023 3:16 AM

To: Sarathi Prasad Gouda <director.placement@invertis.org>

Subject: FW: Barclays Sponsored CSR Employability Enhancement Training Program conducted by Global Talent Track || Invertis University

Dear Mr. Sarathi,

Greetings from Barclays & Global Talent Track.....!!!

Global Talent Track is a Corporate Social Responsibility (CSR) partner of Barclays Bank.

Barclays plc is one of the largest UK employers and employs over 23,000 people spread across its banking, technology and shared services operations. Barclays Bank plc, which has had a branch presence in India since 1990, has achieved market leading positions in its chosen lines of business that include Corporate Banking & Investment Banking.

For More Details: <https://www.barclays.in/>

Under the **Corporate Social Responsibility (CSR)** Initiative of Barclays, we are offering **Employability Enhancement, Corporate Readiness & Skill Development Training Program** which aims at improving the overall skill development of the youth. Under the program, students will be trained to enhance their life skills which would help them significantly increase their chances of succeeding in a job interview and career.

Training Session Plan:

1. Communication Skills


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2. Personality Grooming
3. Body language
4. Confidence Building
5. Interview Preparation
6. Mock GD & PI
7. Creation online image
8. Team Work
9. Probing Skills
10. Active Listening
11. Interview FAQ

Program Details:


- **Duration:** 6 - 24 hours.
- **Eligibility:** Final, Pre-Final Year Students.
- **Mode of training:** Offline/ Online
- **Cost of the program:** No Cost (sponsored by Barclays)
- **Training Course:** Attached in the mail.
- **Batch Size:** 80 Students on one batch, we can create multiple batches at the same time.

Other Supports & Facilities:

1. **Webinars:** We conduct webinars and colleague engagement sessions live with Barclays managers.
2. **Barclays Live Colleague Engagement Sessions:** Live interaction via webinars with Barclays webinars.
3. **Placement Support:** GTT Central Placement Cell supports students who are trained by us and left unplaced post-April.
4. **Alumni Placement Support:** Time-to-time placement assistance will be driven for alumni base.
5. **Paid Training Program:** We customize the training as per the demand and need of the college and universities. A big pool of specialized trainers are available at GTT from a different domain

Training Requirements:

- **Accommodation:** Accommodation is required for the trainer travelling from outer location. Under accommodation, trainer stay and food should be well hygienic.
- **Banner:** Banner to be created enclosed college logo and GTT Logo. As per the Barclays guideline, we are not authorized to use the Barclays logo anywhere in any marketing tool as this training covered under CSR initiative.
- **Classrooms:** Classroom is required to conduct the training program with all the required technical assistance (Mic, Projector, Wi-Fi connectivity & proper electricity availability)
- **Placement Understanding:** Placement status of the trained students would be required post-training with supporting of offer letters or student declaration (PFA).
- **WhatsApp Group:** Dedicated WhatsApp group to be created for the ease of communication in terms of attendance link, pre assessment, post assessment links sharing.
- **Coordinator:** Dedicated student/ faculty coordinator is needed for the coordination during the training program.
- **Student Registration:** Student registration is a primary step on the link mention below. Discuss before sharing the link. College name to be added in the link.


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https://docs.google.com/forms/d/e/1FAIpQLSdzAzps-qIPK4nOhf2R1OBN9Wle_2_TQOC7kK5mDXnT0G_x_w/viewform

Upon completion of the training, students will be issued by the certificate of participation (**Specimen Attached in the mail**)

We would be delighted to extend this program to the students of your esteemed university. Kindly let us know if you need any further information. We look forward to working with you in making students industry ready and employable!

Please note the attachments:

1. Certificate Specimen.
2. Training Course
3. MoU Draft
4. Student Declaration

For more insights about GTT, we request you to visit our website: www.gttconnect.com

This year alone through our efforts and assistance thousands of students from across the country have benefitted.

We solicit your collaboration and co-operation in making the Students Industry ready and Employable!

Sincerely,

Vidit Chaudhary

University Alliance Manager | Global Talent Track |

Mobile/ WA: +91 9897 029 111

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JOB READINESS WORKSHOP - Barclays LifeSkills					
Main Topic	Sub Topic	Objectives	Duration		
Introduction	Introducing the Life Skills Program	What is in it for me? Understanding the objective of the CwW Program	3 Hours		
Interview Skills	Online Image	Building a strong impression online and sustaining online credibility			
	LinkedIn (Profile Management)	To gain knowledge on LinkedIn account management and tips to enhance a profile 1. On Day 1, spend about 30 minutes on training the candidates on how to create LinkedIn profile 2. Explain the significance of LinkedIn 3. Show Sample Profiles of other freshers/Final year students so as to train the batch on creation of LinkedIn profiles 4. Explain the important parts of a profile that need to be created			
	Self-Awareness	To Know your personality			
	Grooming	To study corporate grooming habits (The right attire)			
	Body Language	To imbibe the right body language for a professional environment			
	Confidence	To increase self-belief and faith in one's own abilities			
Interview Skills	Interview FAQs	Learn to face frequently asked interview questions	4 Hours		
	Resume	To build strong profiles through effective resume writing			
	Rejections	To understand how to handle interview rejections and come back from setbacks			
	Corporate Readiness	Values		An introduction to values in a corporate environment	3 Hours
		Ownership		To learn how to be accountable and own tasks, projects, etc.	
Respect		To understand the importance of respect as a critical corporate value			
Teamwork		To understand collaboration and its importance in the corporate world			

	Auto-didacticism	To leverage self-learning and self-directed education	3 Hours
	Flexibility	To learn how to be flexible while playing multiple roles	
	Time Management	To improve effectiveness at work and achieve a balance	
	Stress Management	To understand how stress can be managed and to lower depression	
	Positive Attitude	To take the step towards positive success by adapting the right approach	
	LinkedIn - Practical Check	To gain knowledge on LinkedIn account management and tips to enhance a profile1. On Day 2 , check the LinkedIn profiles of the students2. Encourage the students to like the GTT Page and follow GTT, Avani B and other important profiles of GTT. This serves as a check that the LinkedIn profiles have been created.	
Mock Interviews & Group Discussions	In basket simulation (Learning Application)	Group Discussion rules and enhance Public Speaking skills (Group Discussion)	4 Hours
		Tips to handle Interviews and be able to create the right impression (Mock Interviews)	3 Hours
	SWOT Analysis	To Self-evaluate and analyze strengths and areas of improvement	4 Hours
	Active Listening		
	Probing Skills		
	FAQ	How to present yourself in front of interview. How to deal with salary negotiations. How to counter tricky questions	
TOTAL DURATION			24 Hours


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Fw: Confirmation of Barclays Trained and Placed Students -Invertis University

Sarathi Prasad Gouda <director.placement@invertis.org>

Thu 11/2/2023 2:27 PM

To: Ashutosh Pradhan <ashutosh.p@invertis.org>

GTT Foundation Training

Regards,

SARATHI GOUDA | +91-72170-11230
Director - Corporate Relations

Phones : (+91581) 2460442, 2540443 (Ext.110), Telefax : (+91581) 2460454
Invertis Village, Bly-Lko, National Highway, N.H.-24, Bareilly (U.P.)
www.invertisuniversity.ac.in

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UNIVERSITY BAREILLY

From: Rahul Rai <rahulr@gttconnect.com>

Sent: Friday, July 14, 2023 2:16 PM

To: Sarathi Prasad Gouda <director.placement@invertis.org>

Subject: Confirmation of Barclays Trained and Placed Students -Invertis University

Dear Sir,

Firstly, we would like to express our gratitude to you for the strong relationship that we have been able to establish between Global Talent Track and your institution.

We have particulars of the placed students from your institute who have completed the Barclays Life Skills programme conducted by Global Talent Track. Request you to confirm the same by stating "I confirm the details as per the mail."

Sr.No	Full Name	MobileNo.	Email id	Placement Month	College Name
1	Jahanvi Saxena	9120573677	saxenajahanvi001@gmail.com	Apr'23	Invertis University
2	Trapti Meena	7417574359	traptimeena28@gmail.com	Apr'23	Invertis University
3	Jyoti Saini	7599449780	jobisingh76699@gmail.com	Apr'23	Invertis University
4	Suman Saurav	7983822242	sumansaurav9721@gmail.com	Mar'23	Invertis University
5	Shubham Mathur	7046938873/8849525279	rishitagautam8@gmail.com	Mar'23	Invertis University
6	Abhay Kumar	9027597712	akrtilokpur396@gmail.com	Mar'23	Invertis University
7	Aniket Yadav	6397728006	aniketyaduvanshi69@gmail.com	Mar'23	Invertis University
8	Piyush Yadav	7007424970	imp13ro45@gmail.com	Mar'23	Invertis University
9	Mohammad Kaif	9528017906	kaif92595@gmail.com	Mar'23	Invertis University
10	Kashish Gupta	8303399327	kashugupta001@gmail.com	Mar'23	Invertis University
11	Ravindra Kumar Khadka	7302328818	mb20ravindra.k@invertisuniversity.ac.in	Mar'23	Invertis University
12	Nadeem Ahmed	7457812814	nadeemaonla1997@gmail.com	Mar'23	Invertis University
13	Rajdeep Singh	8448667741	rajkhalsa28@gmail.com	Mar'23	Invertis University
14	Saurav Singh	7055695986	souravk968@gmail.com	Mar'23	Invertis University
15	Taiyyab Ali	8171060195	taiyyab324@gmail.com	Mar'23	Invertis University
16	Riya Singh	7602130150	riya.s@gmail.com	May'23	Invertis University
17	Prashant Chouhan	8953636663	prashant.c@gmail.com	May'23	Invertis University

Thanks & Regards,

Rahul Rai

University Alliance Manager | Global Talent Track | Mob: +91 9827164366,7263024311

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