

**K. S. SCHOOL OF ENGINEERING AND MANAGEMENT**

**MASTER OF BUSINESS ADMINISTRATION**

**MANAGEMENT DEVELOPMENT PROGRAM REPORT**



**K S School of Engineering and Management  
Department of Management Studies**

**Management Development  
Program (MDP)**

**for II Sem MBA**

**27th July 2022 to 29th July 2022**



*Highlights:*

- Team Building Activities*
- Professional Etiquettes*
- Leadership skills*
- Ms Office Applications*
- Corporate Communication*
- Creativity Collage*

**PROF.ROOPA BALAVENU  
COORDINATOR**

**DR.SHEKAR H. S.  
HOD-MBA**

**DR. K. RAMA NARASIMHA  
PRINCIPAL/ DIRECTOR**

## **MANAGEMENT DEVELOPMENT PROGRAM AGENDA FOR THE STUDENTS OF 2ND SEMESTER:**

**DAY 1 - 27th July 2022 - Team building, Etiquettes and Goal settings**

**DAY 2 - 28th July 2022 - Leadership and Creativity collage**

**DAY 3 - 29th July 2022 - MS-Office, Creativity collage, Communication, Presentation and  
Leadership skills**

### **TRAINING PROGRAMME BY THE TRANSIT- TRP**

The TRANSIT -TRP team provided quality training for the students of the 2nd semester of the MBA Department under the assistance of Training and Placement Department.

Under this training program, students were offered Corporate Training which included Team building, MS- office software usage, communication, leadership and presentation skills (includes Creativity/ Collage), Corporate Etiquettes (like Professional, workspace and table manners) and goal setting along with active learning session.

The training methodology was interactive as the trainers ensured that knowledge was not only disseminated but accurately perceived and understood by the participants. And in order to ensure this, trainers engaged participants in discussions and kept the forum open for feedback, queries, and suggestions. These discussions and interactive sessions were supported through training material such as pre and post-test, PowerPoint presentations and handouts on participatory planning.

#### **Objectives of the Program:**

- ✓ To help students overcome the gap between the academics and industry expectations.
- ✓ To assure the students have practical knowledge on communication, leadership, and presentation skills.
- ✓ To ensure the students learn the difference between what is studied in academics to what is applied in the practical Corporate World through Active Learning.

- ✓ Goal setting as an essential part of life - Both, Short-Term & Long-Term and their utmost importance.
- ✓ To ensure a break from academics, which intern provided students with enjoyment with the help of giving them factual knowledge and moral values.

### **RESOURCE PERSONS OF THE PROGRAM:**

- Mr. Ajay Rao
- Mrs. Zeenath M J
- Ms Tejaswini

### **TRAINEES AND PARTICIPANTS:**

2nd Semester MBA students

### **DAY 1 - 27th July 2022**

**TEAM BUILDING** - Newspaper activity, Bursting Balloons (Team), Relay competition

The session began with an overview of planning and the importance of planning. The session also had group work where participants were divided into eight groups and each group was assigned various elements. The groups presented their ideas on the process of the assigned elements and the session concluded with a detailed discussion on the process and steps of planning.





## **ETIQUETTES & GOAL SETTINGS**

Students were shown inspirational videos by the trainers on Etiquettes, table manners, grooming, professional & workspace behavioral manners.



“People must rise up against dictators and unite in peace”

## **LEARNING OUTCOME**

- Leadership skills
- Analyzing self position in the next 5-10yrs
- Setting up short term & Long-term Goals
- Improving Communication skills

## **DAY 2 - 28th July 2022**

**CREATIVITY / COLLAGE** - Rope activity (blind fold), Paper chain, Team building activity (Cardboard)

The session began with an overview of Listening & Communication skills by performing various activities followed by the sharing of team leads achievement in their respective teams to showcase their reactions between the team members and the lead.



“WHERE THERE IS UNITY THERE IS ALWAYS VICTORY”

### LEARNING OUTCOME

- Importance of listening and communicating
- Importance of coordination and control among the group
- Time management

**DAY 3 - 29th July 2022**

## MS-OFFICE WORKSHOP - Excel, PowerPoint & Word Document

The session began with an overview of the usage of MS Office and its importance for any job role.

Students were taught the usage of Excel sheet, PowerPoint Presentation & word document in detail.

- ✓ SKILLS - Communication, leadership, and presentation
- ✓ The session was taken over by active learning program which included activities like Shielding the egg followed by MAD-ADs (Skits) & a Balloon Activity.



**“ALONE, WE CAN DO SO LITTLE; TOGETHER, WE CAN DO SO MUCH”**

## **LEARNING OUTCOME**

- A Basic understanding of Excel, Use of Canva and Word document.
- Creativity and Innovation



## **TAKEAWAYS FROM THE MANAGEMENT DEVELOPMENT PROGRAM**

1. Participants respect each other's point of view
2. Respect the diversity in the group
3. All participants actively participate in discussion
4. Team Work
5. Be careful about social and gender sensitivity.
6. More interactive sessions and practical exercises were ensured by the trainers, which helped participants underrate the training contents.

At the end of the training, participants were given workshop evaluation forms and trainer’s evaluation forms to share their feedback. In addition, a post-training assessment test was also conducted to help gauge the perceived change in knowledge by the participants at the end of the training.

**COORDINATOR**

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