

Event Summary of British Council TTT (FDP)

On 5th Sep, 2022, 7 teachers from Dr B.C.Roy Group of Institutions participated in a 1 day Train the Trainer program titled, 'Job Readiness – Tips & Tricks' organized by British Council, Kolkata.

The teachers, ranging from new recruits to vastly experienced embarked upon a journey to relearn and reskill according to contemporary Industry Asks.

It is often seen that teachers of English or Soft Skills are mostly Literature students with little or no knowledge of how industry operates or what is the floor level skillset required therein.

Towards that end, British Council, Corporate Coaches for many Indian as well as multinational organizations, was a wonderful vendor to learn the contemporary employment readiness nuances from.

Mr Leslie Francis D'Gama, Learning and Development Consultant at British Council, Kolkata was an impressive Trainer.

Experience

Independent Learning & Development Consultant

LDG - Learn Develop Grow

Apr 2012 - Present 11 years 3 months

Kolkata Area, India

Interested in helping organizations analyze, develop or improve the learning culture for themselves. Develop capacity within the organization to define and design their own training processes and evaluate the impact on growth of the business. Examples of recent projects are given below.

2014-2015 Worked with Keventer Projects Limited (Realty) - all employees across divisions and across various construction sites -- studied the manpower requirements and proposed methods of restructuring,...Show more

Vice President and Head - Trainer Development Group

IL&FS Education & Technology Services Ltd

Apr 2011 - Apr 2012 1 year 1 month

Totally responsibility for developing over 700 trainers and master trainers across various verticals from education to vocational skills, corporate training to good governance. Also developed high class training material for various verticals in the company.

Vice President & Head, Quality Management

IL&FS ETS

Apr 2010 - Mar 2011 1 year

Responsible for ensuring quality of delivery of our several, large-scale training programs as well as for developing quality assurance processes for various products and services.

IL&FS Education and Technology Services Ltd

7 years 7 months

Head - Central Training Division

Mar 2006 - Aug 2010 4 years 6 months

o **Location Head - East**

Feb 2003 - Mar 2006 3 years 2 months

Heading the branch based out of Kolkata. Managing the business and the training.

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Nov 1999 - Feb 2003 3 years 4 months

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B.A. English

1973 - 1976

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PG Diploma

1962 - 1972

Exercises & Certifications

Business Writing

Brainiacs

Issued Oct 2014

Training Delivery and Evaluation

Brainiacs

Issued Oct 2014

Accredited FIRO-B Practitioner

Consulting Professionals Press

Issued Sep 2008

Google Certified Educator Level 1

Google for Education

Issued Jul 2020 Expires Jul 2023

Credential ID 21371657

Dr. B.C. Roy Engineering College, Durgapur
Notice
British Council TTT/FDP

2nd Sep, 2022

Kind Attention: Trainers of SST-BCREC Group of Institutions

The Dept of Humanities, BCREC, has generously consented to support a training program for teachers involved in Soft Skill Training for all Pre Placement students of the cohort.

It is an excellent opportunity for all of us teachers of SST, to be able to upskill and /or, reskill per the needs of Corporate India.

British Council, one of the undoubted global leaders in corporate coaching, will be our trainer. Mr. Leslie, in particular, the most respected and experienced corporate trainer, will be leading the training.

The Train the Trainer (TTT) program will be held in the premises of British Council Kolkata, on 5th Of Sep. 2022, from 10am sharp.

Kindly arrange your teaching responsibilities for the day and prepare to participate in this wonderful initiative.


(SST-Coordinator, BCREC)

Copy to:
HODs of all Depts.

Brochure of Event

Faculty Development Program <i>Campus to Corporate Skill Building</i>	
Proposal for	British Council Library [for B C Roy Engineering College, Durgapur]
Background	The College conducts internal program for their students in which they help the students to learn skills which will be of use in securing jobs and managing corporate life. A need is felt for re-orientation on some of these skill areas for the Professors in charge of the program.
Participants	Professors responsible for assisting students in soft skills and corporate skills through internal training program.
Target Outcomes	Some of the target outcomes expressed are: <ul style="list-style-type: none">• develop corporate attitude• corporate communications• dealing with aptitude tests• Soft skills (Teamwork, Leadership, Corporate etiquette, conflict management, appropriate attire, and similar skills)
Methodology	As this is a Professional Development programme for the Professors, the methods used will rely on existing experience and concepts which will include both Content and Methods of transferring the content to students. Focus will be on techniques of training in the content identified below.
Dates/Duration	September 5, 2022 (11:00 - 17:30) at British Council Library, Kolkata
Facilitator	Mr Leslie Francis D'Gama, Learning and Development Consultant.
Content	Propose to address the following blocks of content with fine tuning as required: <ul style="list-style-type: none">• Discuss and set parameters for the session (expectations)<ul style="list-style-type: none">○ boundaries of the programme, explanation of methodology• Review Soft Skills and classify into Personal - Interpersonal - Operational<ul style="list-style-type: none">○ Listing and classifying the most wanted skills in corporate life. Some of these will be further addressed in the session.• Getting That Job<ul style="list-style-type: none">○ preparing for interview (CV matching, types of PI, classes of questions and how to answer, dressing appropriately)○ broad introduction to Aptitude and Attitude testing.• Advancing the Job<ul style="list-style-type: none">○ Working in Teams (understanding team goals, individual accountability, planning & execution, situational leadership)○ interpersonal behaviour (understanding and managing conflict)○ brief input on documentation - need and methods.

Program Schedule of Study Abroad Seminar



Fenn Ireland, Praveena Rebecca (Education & Society) <PraveenaRebecca.FennIreland@britishcouncil.org>

Fri, Sep 2, 2022,
2:00 PM

to Suneeta, me, Arnisha

Dear Suneeta

I confirm receiving the payment of Rs 38500 towards the day long workshop entitled **Work Readiness Tip and Tricks** on Monday 5 September at British Council, starting from 11 am.

Pease find below the flow of the day:

- 11:00 **Tea/Coffee and Biscuits on arrival**
- 11:20 Session 1: The Problem Statement, The Methodology, Boundaries of the programme.
- 12:00 Session 2: Getting That Job. Aspects of Interviews, current approaches, appropriate dressing, pain points at the corporate level.
- 13:30 **Lunch**
- 14:15 Session 3: Advancing the Job. Working in teams, corporate attitude, corporate culture.
- 16:15 **Tea break with a snack**
- 16:30 Interpersonal Behaviour. Understanding and managing conflict, negotiating.
- 17:30 Common Problems faced by Freshers - a general discussion
- 18:00 End of programme.

Look forward to seeing you all on Monday.

Best regards

Praveena

Praveena Ireland
Sr. Manager - Library
British Council Division| British Deputy High Commission | L&T Chambers First Floor | 16 Camac Street |Kolkata |
700017 | India
M: +91 98308 37667

<https://www.britishcouncil.in/library>

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Acknowledgement of FDP Completion

Acknowledgement of attendance to the Workshop Work Readiness Tip and Tricks on 5 September 2022

External

Inbox



Fenn Ireland, Praveena Rebecca (Education & Society) <PraveenaRebecca.FennIreland@britishcouncil.org>

Mon, Sep 5, 2022,
6:32 PM

to Suneeta, me

Dear Suneeta

Thank you and your team for attending the workshops on **Work Readiness Tip and Tricks** on 5 September at British Council from 11 am to 6 pm.

I would like to confirm the names of the participants so that we can prepare their certificates:

Suneeta De – BCREC

Sarabjeet Lahiri – BCREC

Debadrita Sen – BCREC

Sohini Ghosh – BCREC

Krishna Roy – BCREC

Arjita Banerjee – APC

Aniruddha Lahiri – BCRCP

Grateful if you could confirm the spellings. I will be sending the certificates shortly.

Best regards

Praveena

Praveena Ireland

Sr. Manager - Library

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Certificate Sample



Certificate

This is to certify that

Sohini Ghosh

attended and completed the workshop

Work Handover Tip and Tricks

On 3 September 2022

at the British Council

Signed

A handwritten signature in black ink, appearing to read "Dr. Debajyoti Chakrabarti".

Dr Debajyoti Chakrabarti
Director, East and Northeast India
British Council India

Event Summary of Study Abroad Seminar

On 18th of January, 2023, Dr B.C.Roy Engg College hosted a 'Study Abroad- Nurturing Next Gen' Seminar with Edwise International, Kolkata, as program partners.

In the 22 years of existence of Dr B.C.Roy Engineering College, we have seen tremendously talented students desirous of but not able to connect with their wishlists of career/study opportunities abroad. Once a student completes her/his education here, a natural progression is thought to be a job or exams for the next higher degree, in India. The world remains out of consideration for most of our students because of perceptions of being extremely difficult to access- both economically as well as academically.

It was to break this myth that BCREC- SST & CGC (Soft Skills Training Cell and Career Guidance Cell) conceptualized bringing the proverbial mountain to our prophets.

Representation of 18 countries and one to one counseling regarding course fees, or its absences, visa rules, housing and culture, entry exams (IELTS & TOEFL,) career/internship opportunities were discussed by the Edwise Team.

Along with over 200 students participating enthusiastically, were teachers, HODs and staff members for whom this was an eye-opener in Durgapur. This was the first International Study Career Awareness Program hosted at the city.

There was tremendous student and Staff satisfaction at the end of the day and Edwise ensured that their colorful brochure-bags were in every hand present.

Dr B. C. Roy Engineering College, Durgapur

Notice

Dated: 10th Jan, 2023

Study Abroad Seminar

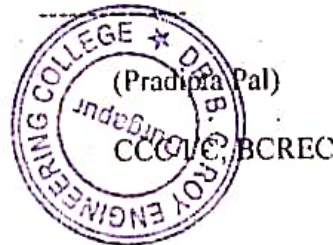
Attention: All B.Tech, MBA, MCA and BCA students of BCREC, Pharmacy and AIIS students of BCRCP, Professional Courses students of APC

Soft skills Training Cell and Career Counselling Cell are pleased to cohost an Interactive Seminar on 18th Jan 2023, at the Dulal Mitra Auditorium from 10 am onwards, offered by **Edwise International**.

This is an excellent opportunity for all students of BCREC Group of Institutions to register and book their participation in order to explore career and academic opportunities of higher studies outside India.

We urge you to take this golden opportunity and register for the event online at the earliest.

https://docs.google.com/forms/d/e/1FAIpQLSdR56DjDSCS4_pN5_KgVhXkEQSxIgBpjVAWf9JwC19mOBBrrw/viewform?usp=sf_link



Copy to:

1. Principals of BCREC Group of Institutions
2. HODs of Dept
3. All College & Hostel Notice Boards

Brochure of Event

Edwise is the one stop solution for all International study needs. We have been India's Leading Overseas Education Consultancy since 1991 and have a command on education opportunities worldwide.

Edwise International is 30 years old and we stand rock solid in the field of overseas consultation-

<https://www.youtube.com/watch?v=CXyG8hltPEM>

Our core activity lies in assisting students to make the right choice with regard to pursuing education in overseas educational institutions. Edwise provides information regarding higher education in various countries such as UK, USA, Canada, Australia, New Zealand, Singapore, Ireland, France, Germany, Dubai, Switzerland, Malaysia and many more. Edwise, a pioneer in the field of 'GLOBAL EDUCATION' has brought the concept of overseas education to the doorstep of every student. Our excellent branch network and association with leading institutions worldwide and impeccable reputation helps us to deliver top quality education services. In addition to professional academic and career counseling, Edwise also offers various students quality services such as aptitude testing, course and university selection, streamlined application process guidance and assistance, admission assistance, visa guidance, accommodation assistance, test prep for IELTS, TOEFL, PTE, GMAT, GRE, SAT and ACT. We also provide bank loan assistance, travel assistance, foreign exchange assistance, medical and travel insurance and comprehensive pre-departure guidance. Edwise has organized over 400 educational fairs and exhibitions across India in the past 29 years. Presently Edwise represents a wide portfolio of reputed international institutions & works closely with several organizations, high commissions & education bodies. Edwise is India's Leading Overseas Education Consultancy and has helped thousands of students achieve their dreams. The team of professionals at Edwise sum up to over 450 individuals across various departments. Despite students/parents knowing what they wish to study and where, they usually avail our professional services to ensure a quality and hassle free application process thus allowing them to focus on their academics and job.

Currently, Edwise have 23 branches across India. All offices are wholly owned and company managed. These are located across India. Our wonderful staff efficiently assists students, parents as well as institutions resulting in happy careers. Also have an associate office in Indore.

Some Salient Features of Edwise:

- Representatives of universities from UK, USA, Canada, Australia, New Zealand, Singapore, Ireland, France, Germany, Dubai, Switzerland, Malaysia and many more.
- Choice of Universities/ Colleges with affordable tuition fees and hassle free admissions.
- IELTS registration center for British Council
- Personalized coaching for IELTS, PTE, TOEFL, GRE, GMAT, SAT and ACT, through preparatory material and CD's by an experienced faculty and a well-equipped library.
- Academic Pathway Planning (Interest, Career and Aptitude testing and counseling)
- A competent team of professional and experienced counselors that personally assist students and parents in the application and visa process to representative university.
- Focus on matching the profile of students with the right institution and destination.
- Hosting direct interviews from university representatives.
- Assisting in understanding the various visa processes.
- Complete assistance on travel, accommodation & foreign exchange.
- Leadership Team with substantial experience and background in the field of education
- Edwise prides itself on its personalized attention to students and parents and consciously seeks to avoid an assembly line approach to counseling students.
- Exhaustive information in the form of library CD's, brochures, academic guides, application forms etc.
- Organizer of the international education fairs in India, namely The World Education Fair.
- Assists students with follow on academic programs to post completion of their primary academic programs.
- Strong understanding of international post study work opportunities, jobs, opening economic and industry trends and permanent residency policies.

Invitation Letter for Faculty Interview Sessions

Dear Professor: We are pleased to invite you to participate in the interview process for the position of [Job Title] at [University Name]. The interview will be held on [Date] at [Time] in the [Location]. We appreciate your interest in joining our faculty and look forward to meeting with you.

[Date] [Year]

[Signature]

[Name]

[Title]

I am delighted to invite you and your spouse to visit [University Name] on [Date] at the [Location] in the [City]. The purpose of this visit is to discuss your application and to meet with members of the search committee. The search committee will be composed of [List of Names]. Please bring the copy of your curriculum vitae to the interview. I look forward to welcoming you to [University Name] on [Date].

[Text]

[Text]

[Text]

[Text]

[Text]

[Text]

[Text]

[Text]

[Text]

Acknowledgement of Invitation:

from: **Raju-Edwise** <raju@edwiseinternational.com>
to: Principal <principal@bereg.ac.in>
cc: suneeta de <suneeta.de@bereg.ac.in>, Rumi-Edwise <rumi@edwiseinternational.com>
date: Dec 20, 2022, 5:29 PM
subject: Re: Fwd: Can we have this event on 18th Jan2023- Informative and interactive seminar on opportunity on abroad education
mailed-by: edwiseinternational.com
signed-by: edwiseinternational.com
security: Standard encryption (TLS) [Learn more](#)
: Important mainly because you often read messages with this label.

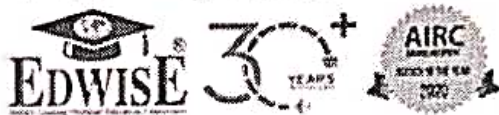
Respected Sir,

Greetings from Edwise.

Thank you for inviting us, we are happy to confirm our visit for seminar on 18th January 2023.

Regards,

Raju Banerjee,
Senior Marketing Executive



Kolkata
Woodburn Central, 5A, Woodburn Park,
Room No-602, 6th Floor, Kolkata-700020.
Tel: +91-33-6612 2333
Direct: +91-33-6612 3366
Mobile: +91 9804324350



India's Leading Overseas Education Consultants

Flex

SEMINAR OFFERED BY

18th January 2023
11am to 3pm

ORGANIZED BY - SST & CCC, BCREC



Nurturing Next Gen - Study Abroad Opportunities

Register Online
<https://forms.gle/dTzD1hBFmqdyiTo27>

Program Schedule of Study Abroad Seminar

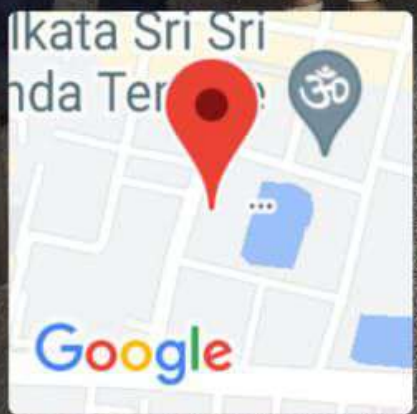
Program Schedule for Study Abroad Seminar "Nurturing NextGen" offered by Edwise International organised by SST CCC, BCREC on 18.01.2023

PROGRAMME SCHEDULE

- 10:00 A.M. Arrival of Edwise International Team
- 10:00 A.M Welcome & seated at T&P Conference Room
- 10:05 A.M. Breakfast & Coffee served with
Prof. Sarabjeet Lahiri and Taniya Chakraborty
- 10:50 A.M. Meet with Principal BCREC in his room.
- 11:00 A.M. Proceed to Dulal Mitra Auditorium
- 11:05 A.M. Invitation to be seated on the chair.
- 11:06 A.M. Lighting of the Ceremonial Lamp.
- 11:07 A.M. to 11:11 A.M.-Felicitation of Edwise International Team with floral bouquets.
- 11:15 A.M. Principal BCREC rendering the welcome address.
- 11:20 A.M. Edwise International starts Counselling session.
- 01:20 to 02:00 P.M.: Lunch Break
- 02:00 to 03:00 P.M-One to one counselling for interested students.

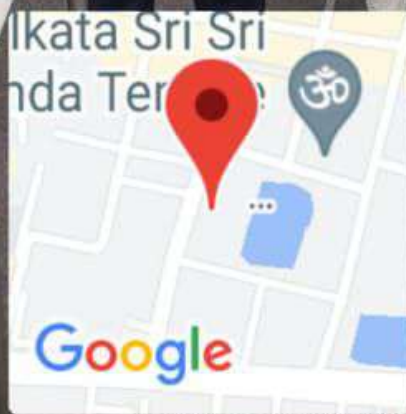


Kolkata, West Bengal, India
 Shop No 11, Ground Floor, Shantiniketan Building, 8th, Camac St, opposite British Council, Elgin, Kolkata, West Bengal 700017, India
 Lat 22.543154°
 Long 88.352323°
 05/09/22 05:55 PM





GPS Map Camera



Kolkata, West Bengal, India

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Dear Suneeta

Thank you and your team for attending the workshops on **Work Readiness Tip and Tricks** on 5 September at British Council from 11 am to 6 pm.

I would like to confirm the names of the participants so that we can prepare their certificates:

Suneeta De – BCREC

Sarabjeet Lahiri – BCREC

Debadrita Sen – BCREC

Sohini Ghosh – BCREC

Krishna Roy – BCREC

Arjita Banerjee – APC

Aniruddha Lahiri – BCRCP

Grateful if you could confirm the spellings. I will be sending the certificates shortly.

Best regards

Praveena

Praveena Ireland

Sr. Manager - Library

British Council Division | British Deputy High Commission | L&T Chambers First Floor | 16 Camac Street | Kolkata | 700017 | India

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<https://www.britishcouncil.in/library>

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Dr. B.C. Roy Engineering College, Durgapur
Notice
British Council TTT/FDP

2nd Sep, 2022

Kind Attention: Trainers of SST-BCREC Group of Institutions

The Dept of Humanities, BCREC, has generously consented to support a training program for teachers involved in Soft Skill Training for all Pre Placement students of the cohort.

It is an excellent opportunity for all of us teachers of SST, to be able to upskill and /or, reskill per the needs of Corporate India.

British Council, one of the undoubted global leaders in corporate coaching, will be our trainer. Mr. Leslie, in particular, the most respected and experienced corporate trainer, will be leading the training.

The Train the Trainer (TTT) program will be held in the premises of British Council Kolkata, on 5th Of Sep, 2022, from 10am sharp.

Kindly arrange your teaching responsibilities for the day and prepare to participate in this wonderful initiative.



(SST-Coordinator, BCREC)

Copy to:

HODs of all Depts.

Certificate Sample



Certificate

This is to certify that

Sohini Ghosh

attended and completed the workshop

Work Flow uses Tip and Tricks

On 3 September 2022

at the British Council

Signed

A handwritten signature in black ink, appearing to read "Debaraj Chakrabarti".

Dr Debaraj Chakrabarti
Director, East and Northeast India
British Council India