



**PERIYAR
MANIAMMAI**
INSTITUTE OF SCIENCE & TECHNOLOGY
(Deemed to be University)
Established Under Sec. 3 of UGC Act, 1956 • NAAC Accredited

think • innovate • transform

PROGRAMME REPORT ON

seminar-Skills needed to be job-ready

Resource Person

Mr.P.Charles

Organized by

AERO- PMIST



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PROGRAM REPORT ON

SKILLS NEEDED TO BE JOB-READY

Resource Person

Mr.Charles P

Director & Founder of Kaarlo Training & HR Solutions Pvt.Ltd,Trichy

Organized by

AEROSPACE - PMIST

Periyar Maniammai Institute of Science and Technology (PMIST)
Department of Aerospace Engineering

Seminar On
Skill needed to be Job-Ready

Date: 22.02.2025

Venue: TB II-Smart Classroom

Timing: 9.30 AM TO 1.00PM

Convenor: Dr. I. Karthic Subramaniyan,
AP(SG) & HoD /Aerospace

Co-Ordinator:Ms. R. Ramani, AP/Aerospace

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Coordinator
Ms. R. Ramani AP/ Aerospace



Head Aerospace
Dr. I. Karthic Subramaniyan

Objective of the Program:

- Personal growth and productivity play a crucial role in achieving long-term success.
- This report outlines key strategies for improving self-discipline, goal setting, time management, and self-esteem.
- By implementing these strategies, individuals can enhance their efficiency, maintain motivation, and develop essential life skills.



Coordinator
Ms. R. Ramani AP/ Aerospace



Head Aerospace
Dr. I. Karthic Subramaniyan

Brochure



DEPARTMENT OF AEROSPACE ENGINEERING

PROUDLY ORGANIZE SEMINAR ON

**SKILLS NEEDED TO BE
JOB-READY**

RESOURCE PERSON

Mr.CHARLES P
DIRECTOR & FOUNDER OF
KAAULO TRAINING & HR
SOLUTIONS PVT. LTD



DATE & TIME:
22 FEBRUARY 2025
9:30 AM TO 1:00 PM

VENUE:
TB-II SMART
CLASSROOM,PMIST

CONVENOR:
Dr.I.KARTHIC
SUBRAMANIYAN
HoD & AP(SG)/AEROSPACE

COORDINATOR:
Ms.R.RAMANI
AP/AEROSPACE

Program Schedule

Venue:TB II-Smart Classroom**Date:** 22.02.2025**Time:**9.30 am -01.00 pm

Welcome Address	: Ms. Gracy Sweety, III year Aerospace
Felicitation Address	: Dr.R.Kathiravan,Dean(FET)
Chief Guest	: Mr.Charles P
Vote of Thanks	: Ms.P.Dharshini, III Year Aerospace



Coordinator
Ms. R. Ramani AP/ Aerospace



Head Aerospace
Dr. I. Karthic Subramaniyan

Guest Comments

Skills needed to be Job-Ready

Date : 22/02/2025

Time : 9.30 am to 01.00 pm

Venue : TB-II Smart Class room

Resource Person : Mr. Charles P

Director & founder of
Kaarlo training & HR
Solutions PVT. LTD

Event Convenor : Dr. J. Karthic Subramaniam
AP(Su) & HOD / Aerospace

Co-ordinator : Ms. R. Ramani, AP/Aerospace

Comments : Thank you for the opportunity to
enlighten young minds.
The students were smart & professional.

[Signature]

Event Convenor:

[Signature]
Dr. J. Karthic Subramaniam, AP(Su) & HOD / Aerospace

Participants Attendance

		Chirra	
		Date:	Page:
NO	Name of Participants	Year	Signature
1.	L. Gracy Sweety	3 rd yr	L. Gracy Sweety
2	P. Dharsini	3 rd yr	P. Dharsini
3	S. Nivetha	3 rd yr	S. Nivetha
4	P. Sanjay Kumar	3 rd yr	P. Sanjay Kumar
5	MONISH RAJ. G	3 rd yr	MONISH RAJ. G
6	Jaya Surya. A.	3 rd yr	Jaya Surya. A.
7	S. Guna Karthikeyan	3 rd yr	S. Guna Karthikeyan
8	S. Vishnu	3 rd yr	S. Vishnu
9	Devanathan. P	3 rd yr	Devanathan. P
10	Akshay. A	3 rd yr	Akshay. A
11	G. Chandrakanth	3 rd year	G. Chandrakanth
12	P. Akashsamy	3 rd yr	P. Akashsamy
13	Salman Farsi	3 rd yr	Salman Farsi
14	Naveenraj	3 rd yr	Naveenraj
15	Khan Artafa	3 rd yr	Khan Artafa
16	N. Kalvin John	2 nd yr	N. Kalvin John
17	D. Hanitharain	2 nd yr	D. Hanitharain
18	Sundaresan. S	2 nd Year	Sundaresan. S
19	E. Santhosh	2 nd year	E. Santhosh
20	B. Raghu	2 nd Year	B. Raghu
21	Devan R.	2 nd Year	Devan R.
22	Soma Dyha. J	"	Soma Dyha. J
23	Mukeshantharam. G	"	Mukeshantharam. G
24	G. Balaji	2 nd year	G. Balaji
25	X.R. Aroky Philip Ashwin	"	X.R. Aroky Philip Ashwin
26	Archana. A	"	Archana. A
27	H. Christy Riyasini Joan	"	H. Christy Riyasini Joan
28	Barnika. M. A	"	Barnika. M. A
29	Pooja. J	"	Pooja. J
30	Ratheshkumar. R	"	Ratheshkumar. R
31	Gayathri Krishna	"	Gayathri Krishna
32	Jayalakshmi. P	"	Jayalakshmi. P
33	Matthamizel Selvi. M	3 rd year	Matthamizel Selvi. M
34	Hajul. Thulha. S	3 rd year	Hajul. Thulha. S
35	S. Rajalakshmi	3 rd year	S. Rajalakshmi

Event Report

The seminar covered essential skills required to enhance employability and prepare students for the job market. The key topics discussed included:

1. Introduction:

Personal growth and productivity play a crucial role in achieving long-term success. This report outlines key strategies for improving self-discipline, goal setting, time management, and self-esteem. By implementing these strategies, individuals can enhance their efficiency, maintain motivation, and develop essential life skills.

2. The 5 AM Club and Daily Exercise:

Inspired by Robin Sharma's 5 AM Club, waking up early boost productivity and mental clarity. 20/20/20 Rule: Spend 20 minutes exercising, 20 minutes reflecting, and 20 minutes learning.

Exercise daily by following habit-building techniques:

Cue: Set workout clothes near the bed.

Routine: Follow a structured exercise plan.

Reward: Experience the benefits of exercise (energy, happiness).

Consistency: Never miss twice in a row to maintain discipline.

3. Time Management and Scheduling:

3.1 Eat That Frog (Based on Brian Tracy's Concept)

Plan the day in advance by writing down tasks.

10/90 Rule: Spending 10% of time planning saves 90% of execution time.

Time Blocking: Allocate time slots for maximum productivity.

Tackle the hardest task first to prevent procrastination.

3.2 Pareto Principle (80/20 Rule)

20% of efforts generate 80% of results.

Focus on high-impact tasks rather than time-consuming but low-impact activities.

4. Goal Setting and Execution:

Use the SMART Goals framework:

S – Specific

M – Measurable

A – Achievable

R – Relevant

T – Time-bound

5. Avoiding Distractions Using Eisenhower Matrix:

Urgent & Important → Do first.

Important but Not Urgent → Schedule.

Urgent but Not Important → Delegate.

Not Urgent & Not Important → Don't do.

6. Habit Installation Protocol:

The 66-day habit formation process:

First 22 days – Determination Phase (challenging and uncomfortable).

Next 22 days – Installation Phase (starting to feel natural).

Last 22 days – Integration Phase (effortlessly becomes a habit).

7. Expanding Knowledge Beyond Textbooks:

Enrolling in online courses to gain additional skills.

Reading books daily to enhance learning and knowledge.

Developing a 30-day reading habit with books such as:

The 7 Habits of Highly Effective People – Stephen R. Covey

Atomic Habits – James Clear

Deep Work – Cal Newport

So Good They Can't Ignore You – Cal Newport

Mindset: The New Psychology of Success – Carol S. Dweck

8. Learning Beyond Your Subject:

Adopting the T-Shaped Skills Model, which emphasizes depth in one area and breadth across multiple disciplines.

Following inspirational figures like Steve Jobs, who applied cross-disciplinary knowledge to create innovations at Apple.

9. Discovering Your Unique Identity:

Avoiding blind imitation and instead embracing personal strengths.

Asking: Do you follow your own interests, or do you often copy what others do?

10. Social Media and Digital Detox:

Reflecting on time spent on social media and whether it leads to addiction. Practicing 24-hour digital detox to regain focus and productivity.

Dopamine Detox: Take a break from distractions for 24 hours to reset focus.

11. Personal Growth and Legacy:

Strive for knowledge and personal development.

Encourage and motivate others, overcoming fear of failure.

12. Continuous Learning and Skill Development:

Enrol in courses related to career growth.

Read daily to build knowledge and develop new perspectives.

Learn beyond academic subjects to gain practical skills.

13. Finding Passion (Ikigai Concept):

Identify what you love, what you're good at, and what pays well.

Examples:

Passion → Painting, Singing, Drawing.

Skills → Writing, Cooking, Teaching.

Helps Society → Planting trees, Managing waste.

14. Building Self-Esteem:

Develop self-awareness and identity.

Gain confidence through experience and social feedback.

Maintain positive self-talk and beliefs.

Take action to build competence.

15. Career Growth Strategies:

Hidden Opportunity Hunt: Identify and seize unnoticed opportunities.

Internships: Gain real-world experience.

Self-Projects: Work on personal projects to improve skills.

Networking Beyond Circle: Connect with professionals for career advancement.

Intrapreneurship Skills: Think like an owner even as an employee.



Coordinator
Ms. R. Ramani AP/ Aerospace



Head Aerospace
Dr. I. Karthic Subramaniyan

Photos



Guest & Student Interaction



Ice Breaking session – Team Bingo



Valediction

dm - dmmj

Coordinator
Ms. R. Ramani AP/ Aerospace

I. Karthic

Head Aerospace
Dr. I. Karthic Subramaniyan

Feedback

S.NO	Submit Date	Name	Department & year	E-Mail ID	Mobile Number	What is the most usable success strategy you gained from this seminar?	How would you rate this seminar out of 5?	Any other comments
1	24-02-2025 14:42:20	Rajalakshmi S	B.Tech (Aerospace) & 3rd year	rajalakshmisenthil0606@gmail.com	9486530611	I got more ways to relief from social media addiction	5	Seminar was really valuable one. They gave more ideas related to study and self grooming . It was really an usable thing.
2	24-02-2025 14:40:55	D.hariharan	B tech aerospace	harihari80688@gmail.com	9342942186	All are good	4	Nothing
3	24-02-2025 14:40:08	G monish raj	BTech aerospace engineering/3	gmonishraj77@gmail.com	8778699882	To stay discipline	3	Nice speech
4	24-02-2025 14:38:50	Guru Karthikeyan	Aerospace III	gkronaldo27@gmail.com	8668024035	START rule	3	This seminar is useful for us to improve our skill for job
5	24-02-2025 14:38:39	SANJAY KUMAR P	Aerospace Engineering (3rd yr)	rpsanjay108@gmail.com	6380432682	I think i keep diciplined afterwadrs	5	An wonderful good speech
6	24-02-2025 14:38:15	POOJA J	Aerospace -II(year)	poojajothi169@gmail.com	8148380594	Continuous progress leads to success	5	Excited to have another seminar like this
7	24-02-2025 14:37:46	Vishnu S	Aerospace -3rd	v6179136@gmail.com	8925453932	About the 5am club	4	Need extra class!!
8	24-02-2025 14:37:36	Akshay	Btech aerospace	akshayakshara956@gmail.com	9360049611	Learn new ideas	4	Nothing
9	24-02-2025 14:37:13	Mohamed ansar	Aerospace & 3rd yr	ansaraja2005@gmail.com	8940496166	Goal setting	5	Very interesting
10	24-02-2025 14:37:02	Akash p	Aerospace 3rd year	akashak8909@gmail.com	7604845799	Learn some new things	5	Nope
11	24-02-2025 14:36:53	Akilan B	Aerospace engineering, III year	akilanaki10501@gmail.com	7904665501	Discipline	5	None
12	24-02-2025 14:36:51	Samsu Lugha, J	Aerospace & 2nd year	samsulugha030609@gmail.com	8682863826	Consistency in small actions leads to success, while waiting for the perfect moment only fuels procrastination. Discipline and action matter more than motivation.	4	Nah..
13	24-02-2025 14:36:32	Devan R	Aerospace engineering	devan.pmist@gmail.com	7090633826	Job	4	Good
14	24-02-2025 14:36:17	E.Santhosh	B.tech(aerospace) &2 year	santhoshrani408@gmail.com	8610798178	Got introduced to new books	5	Good
15	24-02-2025 14:36:01	Akshay	B tech aerospace	akshayakshara956@gmail.com	9360049611	Ctcycucvigfuf	5	Ycycycyc
16	24-02-2025 14:31:50	N. Kelvin John	Aerospace engineering 2nd year	kelvinproject2004@gmail.com	7204839443	Almost everything sir said about success strategy	5	No comments
17	24-02-2025 14:31:14	RaghuLB	Aerospace Engineering & 2nd Year	raghuln1504@gmail.com	6382679604	To read books	5	Alote timings for work to be done
18	24-02-2025 14:30:39	M.Gayatri Krishna geethika	Aerospace engineering 2nd yr	m.gayathrikrishnageethika19@gmail.com	8500102384	Highly motivated	5	Amazing
19	22-02-2025 16:40:23	JAYA SURYA A	AEROSPACE ENGINEERING & 3rd	alagarasansurya@gmail.com	9080216538	The START rule	4	It's really helped me to know about that the plan strategy only could help us to achieve the goal. I want our department to like this seminars.


 Coordinator
 Ms. R. Ramani AP/ Aerospace


 Head Aerospace
 Dr. I. Karthic Subramaniyan

E-Certificate Copy




Coordinator
Ms. R. Ramani AP/ Aerospace


Head Aerospace
Dr. I. Karthic Subramaniyan

Outcome

- The seminar was an insightful session that provided students with valuable knowledge about industry expectations and career readiness.
- Mr. Charles P emphasized the importance of skill development, networking, and having the right attitude to succeed in the professional world.
- The session concluded with an interactive Q&A, where students engaged in discussions about career strategies and industry trends.



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