

SHAMBHUNATH GROUP OF INSTITUTIONS

Jhalwa, Prayagraj.

Proposed Personality Development Program Module for Even Semester (Session 2022-23)

Branch: Pharmacy

PDP Module for 3rd Year:

Total Lectures: 28

S. No	Topic	Objective	Lectures
1	E-mail Writing and Communication Skills Activity: Writing	<ul style="list-style-type: none">• Learn apt tone, structure, etiquettes and sentence framing while sharing resumes to recruiters via email.• AI tools to check grammar, research platforms, and other resources to upskill.	4
2	Cover Letter and Resume Writing	<ul style="list-style-type: none">• Each student will prepare for themselves	4
3	HR Questionnaire (Company Case Study) Activity: Writing	<ul style="list-style-type: none">• Comprehension of HR questions and coming up with creative/informed responses	4
4	Creating and Updating LinkedIn Profile Activity: Hands on Practice	<ul style="list-style-type: none">• Empower students with LinkedIn platform and how it can be used to build personal brand and profile for better job opportunities and networking.	4
5	Activity: Group Discussion	<ul style="list-style-type: none">• To ascertain presentation skills, body language, expressions, thought articulation and fluency.	4
6	Digital Resume Writing Activity: Create Digital Resume	<ul style="list-style-type: none">• AV Based	3
7	Mock Interviews Activity: Written & Verbal	<ul style="list-style-type: none">• Exploring various rounds of selection process• How to introduce yourself	5

NOTE: 3rd Year students of B. Pharm voluntarily seek guidance with English speaking and fluency. The above module is prepared keeping in mind the essential requirements specified by students.