

ADVANCED SKILL DEVELOPMENT COURSES



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Additional Skill Acquisition Programme (ASAP)

The Additional Skill Acquisition Programme (ASAP) is a skilling intervention, jointly implemented by the Department of General Education and the Department of Higher Education, Government of Kerala, targeted towards tackling the issue of low employability among youth in Kerala, by imparting foundation

skills and industry-relevant training to select students of Government and Government-aided schools and undergraduate colleges, which are associated Partner Institutions within the programme. From its inception in 2012, ASAP has been able to make commendable impact within the skilling eco-system in the State, both in terms

of skilling the youth of the State, as well as implementing national qualification framework

and establishing programme-wise quality assurance framework.

Advanced Skill Development Centers (ASDCs)

Realizing the gap between the skill sets required by the industry and the knowledge level of the students in Higher education institutions in the state, ASAP set up its Advanced Skill Development Centres in Engineering Colleges and Polytechnics across Kerala. The ASDCs are envisioned to equip students with futuristic and advanced skill sets required for 4.0 industrial revolution. The

training conducted through ASDCs will be in sync with industry requirements regularly updated to meet emerging market needs and will be transacted through qualified and competent professionals thereby equipping students with the skills, capabilities and competencies required to be globally competitive and tap the emerging potential opportunities.

What we do?

Identifying institutions for setting up ASDCs:

The institutions where the ASDCs are set up and courses are offered are identified considering academic factors such as the results of students, interest of the institution fraternity towards new schemes, infrastructure available at the institutions, etc. A nodal officer is also appointed at each ASDC

for coordinating the activities for the respective institution.

Faculty Development Programmes:

Based in the underlying perception that the upskilling of the pupil begins with the upskilling of the teacher, ASAP conducts

regular “Training of Trainers” programmes to bring to pace the faculty members with the changes in the technologies used by the industry.

Student Mobilization:

ASAP has a strong team of over 200 Programme Managers across the state who are actively involved in student mobilization activities such as campaigning at each institution and orientation to the students across colleges and subject streams to facilitate informed decision-making.

Offer courses based on Industry Skill Requirements

Based on field surveys and analysis of various studies conducted we list down the courses that are currently industry-relevant. The courses and the curriculum is regularly updated to meet the emerging market needs and prepare human resources in future ready skills demanded by 4th generation industry. The courses offered at ASDCs are either developed in-house by the Curriculum division of ASAP or offered by major industries working in the skill development domain. All

the courses offered at ASDCs are NSQF aligned.

Course transaction:

The courses are offered at ASDCs using teaching aids such as videos, presentations and study material, that is available both offline as well as online, to ensure that core ideas and concepts are delivered in the intended manner. The faculty trained through the FDP aid the students in completing the courses on time. Furthermore, innovative strategies such as focus group discussions are conducted among students at different skill levels to understand their aspirations. Feedbacks are collected from students at regular intervals to formulate training methods that suit student needs.

Assessment & Certification:

The assessments for the courses are conducted by the industry partners through separate assessment platforms. The students successfully completing all Modules and assessments of the course, will be jointly certified by ASAP and the respective industry partner who is the course provider for that course

Courses to be offered in Engineering Colleges:

Course Name	Duration	Beneficiary Category	Branch	Industry Partner	Fees	Certification
Artificial Intelligence Developer	756 Hours	S5	Any	ASAP	Rs 35000/-	Exact Amount to be fixed
Life Skill Module	100 Hours	3 rd Semester	Any	ASAP	Rs3000/- Engineering Colleges	Rs 2500/- (BEC Certification)
Google Associate Cloud Engineer	48 Hours	7 th Semester	CS/IT/ECE	Google	NIL	40\$
Robotic process Automation	42 Hours	5 th Semester	Any	UiPath	NIL	150\$
Virtual Reality 201 – beginner Level	60 Hours	5 th Semester	Any	Facebook School of Innovation – sv.co	NIL (for 1st Batch)	NIL (for 1st Batch)
TCS – Industry Honor Certification	4 Semesters (Each Course 90 Hours)	5 th Semester	Any	TCS	Rs 42000/- for 4 electives	IHC will be awarded for students who successfully complete all 4 courses
Salesforce Developer	92 Hours	7 th Semester	Any	Salesforce	NIL	200 \$
Salesforce Administrator/ Business Analyst	48 Hours	3 rd Semester	Any	Salesforce	NIL	200 \$
Generative Design Beginner Level	45 Hours	3 rd Semester	Mechanical/ Civil	AUTODESK		Rs 3000 + GST
AWS Academy Cloud Foundation	20 Hours	5 th Semester	Any	AWS Academy	NIL	50\$ + GST
AWS Academy Cloud Associate	40 Hours	Students completing Cloud Foundation	Any	AWS Academy	NIL	75\$ + GST
SDPK Courses	Details will be communicated later					

Courses to be offered in Polytechnics:

Course Name	Duration	Beneficiary Category	Branch	Industry Partner	Fees	Certification
Life Skill Module	100 Hours	1 st Semester	Any	ASAP	Rs 1500/- for Polytechnic	Rs 2500/- (BEC Certification)
Salesforce Administrator/ Business Analyst	48 Hours	3 rd Semester	Any	Salesforce	NIL	200 \$
Salesforce Developer	92 Hours	5 th Semester	Any	Salesforce	NIL	200 \$
Generative Design Beginner Level	45 Hours	3 rd Semester	Mechanical / Civil	AUTODESK	NIL	Rs 3000 + GST
AWS Academy Cloud Associate	40 Hours	Students completing Cloud Foundation	Any	AWS Academy	NIL	75\$ + GST

ABOUT THIS COURSE: This course intends to help learners overcome their inhibitions in using the English language, to identify their strengths and develop abilities and aptitudes

that are essential for successful social interaction and employability. It introduces students to some of the key aspects of Personal Skills, alternatively known as Life Skills.

Objective

- This course intends to help learners overcome their inhibitions in using the English language, to identify their strengths and develop abilities and aptitudes that are essential for successful social interaction and employability. It introduces students to some of the key aspects of Personal Skills, alternatively known as Life Skills.
- Provide the means for an individual to be resourceful and positive while taking on life's vicissitudes.
- Development of one's personality by being aware of the self, connecting with others, reflecting on the abstract and the concrete, leading and generating change, and staying rooted in time-tested values and principles is being aimed at.
- To enhance the employability and maximize the potential of the students by introducing those to the principles that underlay personal and professional success, and help them acquire the skills needed to apply these principles in their lives and careers

COURSE OUTCOME:

After the completion of the course the student will be able to

CO 1	Define and Identify different life skills required in personal and professional life.
CO 2	Learn the basics of teamwork and leadership
CO 3	Develop an awareness of the self and apply well-defined techniques to cope with emotions and stress.
CO 4	Develop interpersonal skill, problem solving skill, presentation skill, communication skills and Enhance creativity skills.
CO 5	Explain the basic mechanics of effective communication and demonstrate these through presentations
CO 6	Learn to apply appropriate thinking and problem solving techniques to solve new problems.

COURSE DETAILS:

PARTICULARS	LIFE SKILL MODULE- ENGINEERING	LIFE SKILL MODULE- POLYTECHNIC
	COLLEGES	COLLEGES
DURATION	100 Hours	
TRAINER	SKILL DEVELOPMENT EXECUTIVES	
MODE OF DELIVERY	OFFLINE	
BENEFICIARY GROUP	SEMESTER 3rd	1st Year (SEMESTER 1st)
BRANCH	ANY BRANCH	
FEE STRUCTURE	Rs 3000/-	Rs 1500/-
CERTIFICATION FEES	Rs 2500/- (BEC CERTIFICATION)	

SYLLABUS OF THE COURSE

MODULE 1 | TRAVELLING INWARDS

Discovering Self- Introduction to self – Simulation exercises- FIRO-B - The Concept of Self- Dimensions of Self-awareness- Investigating I (Johari Window)- SWOT Analysis – Preparation of TOWS matrix- Cherish Yourself- Self Esteem- Gender- Roles and Stereotypes, Body Image- Conscious and Unconscious bias- Self Reflection – Journaling

MODULE 2 | GO BEYOND THE OBVIOUS

The 4 H Development- Concept of 4 H (Head, Heart, Hand and Health)-Multiple Intelligence, Health awareness- Application of 4 H(MI Test)-Echoes of the other- Understanding Empathy- Dimensions of Empathy- Significance-Communicate to Connect and Articulate-Connecting through Communication- Verbal- Non-verbal- Bodily- Barriers (Barriers in Communication linguistic, psychological, physical, cultural, Emotional, organizational structural, Attitudinal, Perceptual, Socio religious)- Communication Tools(Listening, Probing, Rapport building and paraphrasing)- Impact- Assertiveness (Learning to say NO)-Networking and Relationship Management- Group dynamics- Tools and techniques for Dynamics- Team building - Group Vs Teams- Types of Teams-Team building process- Virtual Teams- Conflict Management-Types of conflict-Conflict Indicators-Conflict resolution strategies-Social Profiling- Importance of Digital Presence- Sensible and effective use of Social Media- Creating and maintaining Individual Social Profiles-Leadership- Introduction to leadership- Leadership – Types , Traits and Styles- Transformational Leadership-21st century leadership- Becoming a VUCA Leader- Leadership Grid-Goal Setting and Time Management- How to set Goals- Importance of Goal Setting-Techniques of Goal Setting-Goal Setting Matrix-Importance of Time Management- Effective use of Time Management- Time wasters- Time management Matrix

MODULE 3 | THINKERING THOUGHTS

Critical Thinking- Importance of Critical Thinking- Tools and Techniques- Application of Critical Thinking using THINK RED-Creative Thinking Vs Lateral Thinking- Importance of Creative Thinking- Imagination, Intuition and Experience- Source of Creativity- Convergent Thinking Vs Divergent Thinking- Creativity

Tools- Application of Creativity using SCAMPER- Lateral thinking- Lateral Thinking Tools – Mind Mapping- Application of Lateral Thinking using 6 Thinking Hats-Problem Solving- Introduction to Problem Solving- Steps in Problem Solving- Strategies in Problem Solving- Solving a problem using Forced Connection as a tool-Decision Making- Importance of Decision Making- Types of Decisions- Tools and Techniques of Decision making- Decision Making process- Application of Decision Making using Decision Tree as a Tool.

MODULE 4 | **THE ART OF COPING**

Managing Stress- Introduction to Stress - Types of Stress- Stressors- Response to Stress- Burnout- Coping-Strategies-Positive and negative(Like Addiction)- Stress busters- (Self-care, Anger management, Lifestyle strategies, Wellness approach)-Emotional Quotient-Understanding EQ and Emotional Maturity- Improving EQ- EQ Levels- Measuring EQ using Psychometry-Change Management and model for change- Communicating Change- Change Models- Change Process- Resistance to Change- Strategies to Implement Change- How to Become a Change Agent

MODULE 5 | **ARCHITECTURING THE LIFE CANVAS**

Evangelization of Entrepreneurship- Introduction to Entrepreneurship-Testing the Entrepreneurship quotient- 3 Entrepreneurship vs Intrapreneurship- Entrepreneur vs Businessman- Group work and Simulation- Success and Failure stories- Evaluation-Entrepreneurship Canvases- Introduction to Canvas Preparation- Empathy Canvas- Ideation Canvas- Design Canvas- Product Development Canvas- Business Development Canvas-Design Phase- Importance of Design and design thinking- Design Cycle- Human Centered Design- Prototyping- Testing and Implementation-Legal and Financial Aspects Of Entrepreneurship- IPR -Copyright, Patents, Trademarks- Incubation of Idea into Startups- Registration of Companies- Introduction to Finance- CAPEX OPEX, BEP,ROI,IRR and NPV- Business plan – Introduction- Components of Business Plan- Business Plan Preparation and Presentation-IDEA Pitching- Presenting ideas in groups- Evaluation of Presentations