



HIDAYATULLAH NATIONAL LAW UNIVERSITY, RAIPUR

IN COLLABORATION WITH

NATIONAL COMMISSION FOR WOMEN

PRESENTS

ONE DAY WORKSHOP
ON
CAPACITY BUILDING &
PERSONALITY DEVELOPMENT

AUGUST 4, 2023



OUR MENTOR



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ABOUT HNLU

Established in 2003 by the Government of Chhattisgarh, Hidayatullah National Law University (HNLU) will be completing a journey of two decades in July 2023. In such a short span of time, HNLU has carved out a niche in the realm of legal education across India and the legacy is soaring towards newer heights day by day. Named after the great legal luminary Justice Mohammed Hidayatullah, the University was established by the Government of Chhattisgarh under the Hidayatullah National University of Law, Chhattisgarh, Act (Act no.10 of 2003). HNLU is the sixth in the series of national law schools across India. HNLU has been included in the list of the universities maintained by the University Grants Commission under section 2 (f) of the UGC Act, 1956 and has been declared fit to receive central assistance in terms of the rules framed under section 12 (b) of the UGC Act, 1956. The University is recognized by the Bar Council of India under section 7 of the Advocates Act 1961.

Motto: Dharma Sansthanartham meaning 'for the sake of establishing the primacy of the laws of eternal values.'



ABOUT NATIONAL COMMISSION FOR WOMEN

The National Commission for Women was set up as a statutory body in January 1992 under the National Commission for Women Act, 1990 with a mandate to advise the government on all policy matters affecting women in addition to reviewing legal and constitutional safeguards for women under section 10 of the National Commission for Women Act, 1990.

The Commission investigates and examines all the matters relating to women under the Constitution and other laws, and presents its report to the Central Government for the proper implementation.

The Commission undertakes promotional and educational research so as to suggest ways of ensuring due representation of women in all spheres and to identify factors responsible for impeding their advancement, such as, lack of access to housing and basic services, inadequate support services and technologies for reducing drudgery and occupational health hazards and for increasing their productivity. NCW is dedicated towards the betterment of the society and ensuring the rights of women through various schemes, drives and programmes.

ABOUT THE EVENT

In a world which is increasingly becoming competitive, it is very important that an individual is competent, skilled, and productive. Also, he/she should be able to communicate with conviction and convincingly which makes us to stand out. Personality Development becomes more crucial in modern days as we navigate through personal and professional relationships as it enables us to be effective in communication and agreeable in approach. The Capacity Building & Personality Development Programme by Hidayatullah National Law University, Raipur, in collaboration with National Commission for Women aims at developing the communication and interpersonal skills of an individual. This programme intends to help the Undergraduate and Postgraduate girl students of Chhattisgarh to learn soft-skills and techniques that are required to gain a competitive edge during placement and job interviews.

This programme focuses on enabling students for entering into job/employment market. It also emphasises on learning and applying the use of intuitive, logical and critical thinking, communication and interpersonal skills, not limited to cognitive/creative skills. These skills and behavior set, when learned, will enhance outcome of employability.



MODULES

Module 1 - Personal Capacity Building (1 Hours 30 Minutes)

A - Communication Skills

Objectives: To Improve Communication skills of the Students to enhance their confidence and effectiveness in personal and professional interaction.

Contents

- Elements of Effective Communication
- Verbal and Non-Verbal Communication
- Listening Skills
- Conflict Resolution Skills
- Assertiveness Training
- Presentation Skills
- Body Language

Delivery Methods: Classroom Training

Materials: Hand outs, Presentations, Classroom Exercise and Role Plays

Evaluation: Pre and Post Test and Feedback Form.

B - Time Management

Objectives: To help students manage their time effectively and prioritize tasks to achieve their goals.

Contents

- Time management principles
- Goal setting
- Prioritizing tasks
- Procrastination and how to avoid it
- Planning and scheduling
- Delegation and outsourcing
- Tips and tools for time management

Delivery Methods: Classroom Training

Materials: Hand outs, Presentations, Exercises and Case Studies

Evaluation: Pre and Post Test and Feedback Form.

C - Stress Management

Objectives: To help students manage their stress levels and build resilience to cope with challenges.

Contents

- Understanding stress and its impact
- Coping Mechanism for Stress
- Relaxation Techniques
- Time management to reduce stress
- Building resilience
- Work-life balance

Delivery Methods: Classroom Training

Materials: Hand outs, Presentations, Exercises and Case Studies

Evaluation: Pre and Post Test and Feedback Form

Module 2 - Professional Career Skills (1 Hours 30 Minutes)

A - Leadership Skills

Objectives: To develop leadership skills of the students and to prepare them for future leadership roles.

Contents

- Leadership styles
- Vision and mission setting
- Decision making
- Team management
- Conflict management
- Effective communication
- Emotional intelligence

Delivery Methods: Classroom Training

Materials: Hand outs, Presentations, Exercises and Case Studies

Evaluation: Pre and Post Test and Feedback Form

B - Career Development

Objectives: To train students to prepare for their careers and build necessary skills.

Contents

- Career planning and exploration
- Resume and cover letter writing
- Interview skills
- Networking skills
- Professional etiquette and good community workplace behaviour
- Personal branding and social media presence

Delivery Methods: Classroom Training

Materials: Hand outs, Presentations, Exercise and Case Studies

Evaluation: Pre and Post Test and Feedback Form

Module 3 - Digital Literacy & Effective Use of Social Media

(1 Hours 30 Minutes)

A - Digital Literacy and Social Media - Use and Misuse

Objectives: The aim of the session is to make students able enough to use technology effectively and to evaluate the existing form of technological information in their life.

Contents

- Defining digital literacy and its importance in today's world
- Understanding the role of social media in communication, information sharing and community building
- Identifying potential risks and challenges of social media use

B - Basic Digital Skills and Tools

Contents

- Basic computer skills and terminology
- Using search engines and web browsers effectively
- Understanding different file formats and storage options
- Introduction to online security and privacy

C - Social Media Platforms and Content-Sharing Strategy

Contents

- Overview of major social media platforms (e.g. Facebook, Twitter, Instagram and LinkedIn)
- Identifying key features and functions of each platform
- Understanding different types of content (e.g. text, images, and videos) and how to create them
- Best practices for creating engaging and effective social media content

Each module would be delivered through a mix of interactive activities, discussions, and hands-on exercises to maximise engagement and learning outcomes. The participants would be provided an opportunity to apply what they've learned from this programme and receive feedbacks and support from trainers and peers.

RESOURCE PERSONS

**Mr. Jeevan Sagar, Assistant Professor,
Hidayatullah National Law University**

**Dr. Ravishankar Panicker, Assistant Professor,
Bhilai Institute Of Technology, Raipur**

**Mr. Pradeep Barman, Assistant Professor,
Hidayatullah National Law University**

**Dr. Atul S. Jaybhaye, Assistant Professor,
Hidayatullah National Law University**

**Mr. V. Suryanarayana Raju, Assistant Professor,
Hidayatullah National Law University**

ADDITIONAL INFORMATION

Registration Link
shorturl.at/jEINY



Registration Fee
Nil

Date and Time of the Event
August 4, 2023 (Friday)
10.00 AM to 5.00 PM

Contact Details:

Dr. Parvesh Kumar Rajput
Organizing Secretary
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Venue

Hidayatullah National Law University, Opposite Jungle Safari, Sector 40,
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