



# KAUSHALAM



DDU KAUSHAL KENDRA-C P Patel & F H Shah Commerce College Anand

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<p>Patron</p> <p><b>Shri B N Patel Sir</b> Managing trustee and Secretary Sardar Patel Education Trust, Anand</p> <p>Mentor Dr. R D Modi Principal</p> <p>Editor in Chief Dr. Rajesh Patel Head of the Department DDU KAUSHAL KENDRA</p> <p>Committee Prof. Chirayu Shastri Prof. Anil Shah Prof. Sharad Panchal Dr. Brijesh Valand Prof. Apurva Rao</p>	<p><b>Sardar Patel Education Trust (ESTD:1969)</b> We are pleased to introduced ourselves as an institute of Sardar Patel Education Trust (SPET Anand Gujarat) run by visionary leader Shri Bhikhubhai N Patel (Managing Trustee and Secretary),Secretary General – Global Sports federation-UNOSDP. Under the guidance of leader like Shri B.N. Patel,with 15 Different Institute trust achieve an all the area whether it is Commerce,Science paramedical, Arts or Skill / Vocational Education.</p> <p><b>C P Patel &amp; F H Shah Commerce College (ESTD:1971)</b> With motive to inculcate value with moral/to produce more entrepreneur and reach need of market with Commerce/Management education,college run under the able mentorship of Dr.R.D.Modi,principal of the College,College achieve all new highsbin curricular and extracurricular activities now college is one of the best commerce college not only in Gujarat but also in india .</p> <p><b>DDU KAUSHAL KENDRA-2014</b> The department Provides ample for the development of the students with practical exposure. Overall personality development through various extracurricular activities like sport,NCC,NSS,scout,Volcano,Debate,Elocution,Athletics,Personality Development Cell, Competitive Examination Cell &amp; Women Empowerment Cell.</p> <p>Vocational Education is based on National Skills Qualification framework (NSQF) organizes qualifications according to a series of knowledge, skills and aptitude. The NSQF is defined from Level 1 is for unskilled worker, Level 2 is for semi-unskilled worker, Level 3 is for semi-skilled worker, Level 4 is for skilled worker, Level 5 is for supervisor, Level 6 is for supervisor's supervisor, Level 7 is for First level Management, Level 8 And 9 Correspond to middle level management and so on. National Occupational Standards (NOS) define the measurable performance outcomes required from an individual engaged in a particular task.</p> <p><b>Features of M.Voc, B.Voc &amp; Community College Courses</b></p> <ol style="list-style-type: none"><li>Professional experts learning method.</li><li>Market based education.</li><li>Need base learning of industry.</li><li>Professionalization of curriculum at each level.</li><li>General educational components covers conventional need.</li><li>Professional Uniform designed for self Development &amp; esteem.</li><li>Skill educational components covers expertise for particular</li></ol>
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	<p>course.</p> <p>viii. MOU's with different industries for practical exposure of the student.</p> <p>ix. Exchange programme of student as well as faculties.</p> <p>x. Project work at each semester for the student</p> <p><b>Objectives of the Vocational Education</b></p> <p>i. To make higher education relevant &amp; integrate to the learner and the community;</p> <p>ii. To provide skill based education to students currently pursuing higher education but actually interested in entering the workforce at the earliest opportunity;</p> <p>iii. To provide employable and certifiable skill based on National Occupational Standards (NOSs) with necessary general education to senior Secondary school pass outs, with general education and/or vocational education background.</p> <p>iv. To provide for up gradation and certification of traditional / acquired skills of the learners irrespective of their age.</p> <p>v. To provide life lens leaving with opportunity for vertical mobility to move to higher education in future.</p> <p>vi. To offer bridge courses to certificate holders general / vocational education, as to bring them at par with appropriate NSQF level.</p> <p>vii. To provide entrepreneurial orientation along with required skill training for self-employment and entrepreneurship development.</p>
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It offers courses from primary to advanced level and also Doctoral Research in various subjects to the aspiring youth of the nation. Its aim is to provide specialized training with experienced staff and excellent infrastructure combined with practical exposure to create excellent citizens.

In the journey, the SPET commemorates the achievements of the visionary leader like Shri. Bikhubhai N. Patel, the Managing Trustee & Secretary, a man with positive inclination and a winning attitude. His tenure for the last five years has brought in drastic changes in the process of development and incredible progress in the Trust. Due to his out-and-out hard work, the student body has increased from 3700 to 10,000, along with the team of Shri Ghanshyambhai Shah, Shri Rameshbhai Patel, Smt. Mrudulaben B. Patel, Shri Pankajbhai Patel and Shri Rakeshbhai Shah, as Joint Secretaries.

#### TRUSTEES' MESSAGE

With India taking the centre stage on the global economic scene, Indian industries and commerce are facing enormous challenges on various fronts. Establishing and maintaining superiority, in terms of technology, quality, delivery and customer support, is top priority for Indian companies. Although they are meeting the challenges strongly and with determination, the first signs of strain have started appearing. Indian corporate is finding it increasingly difficult to recruit and retain the human talent that is required to face the formidable global challenges. Next decade will be decisive for the world economy and in turn for India, as we strive to build our own domestic economic infrastructure.

I believe that right education helps in developing the right understanding, reasoning and thinking skills. It also helps to instill a life-long appreciation for learning and foster a sense of moral and ethical behaviour. We are committed to the philosophy that each student must have

the opportunity to reach his or her full potential that enhances self-esteem and to become a successful part of a demanding and changing world.

The trust aims at producing 'good human beings' and 'ideal citizens' for the society and country. With this in mind along with academics, 'value education' is given due importance and top most priority.

#### ABOUT THE COLLEGE

C. P. Patel & F. H. Shah Commerce College (NAAC Accredited) was established in 1971-1972. Shri Jasbhai C. Patel of Boriavi and Shri Bhikhubhai F. Shah of Sarsa started the college in their father's name i.e. Late Shri Chaturbhai P. Patel and Late Shri Fulchandbhai H. Shah respectively. Other elite and philanthropic people from Anand and the surrounding villages donated generously for meeting the increasing educational demands of the community.

C. P. Patel and F.H. Shah Commerce College is affiliated to Sardar Patel University, Vallabh Vidyanagar. The College is located on Bhalej Road, one of the fastest developing areas of the Milk City Anand. All infrastructural facilities including classrooms, audio-visual room well equipped with modern teaching equipment, computer center, playground, etc. are available on the campus.

The college is led by an experienced and dynamic Principal, Shri Dr. R. D. Modi, Moreover; the faculty members on the staff are dedicated, caring and cooperative. The institution provides ample scope for the development of the students' overall personality through various extracurricular activities and academic opportunities. There are also many courses offered under its banner.

#### ABOUT THE DEPARTMENT

DDU KAUSHAL KENDRA, Department of Vocational studies, C P PATEL & F H SHAH COMMERCE COLLEGE, Anand. A leading institute of national importance serves in the favor of society. Department prepares students for tomorrow. There is an urgent need for taking integrated initiatives towards knowledge acquisition and up gradation of skilled human competences in today's scenario. Department provides purely skill based practical aspect learning for students that will enhance their aptitude skills. We are highly engaged in market skill impartment and working side by side with current market conditions.

#### Our Vision

To become a leading vocational education center in the country to make the students globally competitive by providing them practical knowledge in the field of commerce, management, economics and information technology, thereby developing opportunities so that they become entrepreneurs and provide employment.

#### Our Mission

To prepare workforce for industry within student centric culture through a unique blend of curricular, experiential and practical program.

#### Our Objectives

- To create skilled manpower for industry requirement at various levels
- To make higher education relevant to the learner and the community
- To provide for up-gradation and certification of traditional/acquired skills at the learners end irrespective of their age

- To provide flexibility to the students by means of pre-defined entry and multiple exit points
- To develop an aggregate curriculum content and learning material for skill development in different sectors.

#### Staff Introduction

Sr.No	Name	Qualification	Subjects
1.	Dr. Rajesh Patel	B.S.W., M.S.W., Ph.D.	
2.	Prof.Chirayu Shastri	BBA, MCom, PGDBM MPhil, PhD(Pursuing)	Accounting/ Commerce
3.	Dr.Brijesh Valand	BBA, MCom, MPhil ,PhD	Commerce / Management
4.	Prof. Anil Shah	BCA, MSc(IT)	Information Technology
5.	Prof.Sharad Panchal	B.A,M.A,B.Ed	English
6.	Prof. Apurva Rao	BBA, MBA	Commerce / Management

#### Teaching Methods and their outcomes

Sr. no.	Teaching Methods	Outcomes
1.	Lectures	1. Saves time. 2. Permits flexibility. 3. Requires less rigid space requirement. 4. Permits adaptability. 5. Permits versatility. 6. Permits better centre over contact and sequence.
2.	Group Discussion	1. Increase student's interest. 2. Increase student's acceptance and commitments. 3. Utilizes student knowledge and experience. 4. Results in more permanent learning because of high degree of student participation.
3.	Quiz	1. Quiz identifies gaps in knowledge. 2. Quiz causes students to learn more from the next study episode. 3. Quiz encourages students to study.
4.	Assignment	1. Increase coverage of material. 2. Reduce classroom time. 3. Permits individual attention.
5.	Case study	1. Problem solving. 2. Analytical tools, quantitative and/or qualitative, depending on the case. 3. Decision making in complex situations. 4. Coping with ambiguities.
6.	Presentation	1. Builds confidence. 2. Enable learning evaluation. 3. Provides motivation and report.
7.	Practical's	1. Helps students apply their theoretical knowledge and

		<p>hence retain better.</p> <ol style="list-style-type: none"> <li>2. Teaches them how to use theoretical knowledge to resolve practical problems.</li> <li>3. Enforces good work ethics in the students.</li> <li>4. The experience gained helps the students to know which areas they need to focus on academically.</li> <li>5. Helps them understand the use of theory to build real life applications.</li> </ol>
8.	Field Visit	<ol style="list-style-type: none"> <li>1. Exposing students to an actual and hands-on learning experience.</li> <li>2. Erases the boredom of classroom lectures.</li> <li>3. Learn effectively since their senses are actively interested in what they are doing.</li> </ol>
9.	Role plays	<ol style="list-style-type: none"> <li>1. Good energizers.</li> <li>2. Promotes empathy of trainees for other situation.</li> <li>3. Encourages creativity in learning.</li> </ol>
10.	Project work	<ol style="list-style-type: none"> <li>1. Promotes inquiry among students.</li> <li>2. Promotes self directed learning.</li> <li>3. Enable to learn a range of learning styles.</li> </ol>
11.	Multimedia	<ol style="list-style-type: none"> <li>1. Entertaining way of introducing content and raising issues.</li> <li>2. Internet content easily updated.</li> <li>3. Usually keeps group's attention.</li> <li>4. Cost effective way to obtain and disseminate content.</li> <li>5. May provide opportunities for independent student investigation in a wide range of topics.</li> </ol>
12.	Games	<ol style="list-style-type: none"> <li>1. Students are usually interested in and challenged by games.</li> <li>2. Can provide opportunities for team member building skills.</li> <li>3. Feedback is usually easy to provide and is quick.</li> <li>4. When used in direct relationship to a lesson objective, can provide a stimulating experience for all.</li> </ol>

**List of Infrastructural Facilities for Students Development**

Amenities	Numbers
Library	Fully furnished library available with all facilities for sitting arrangement of students as well all reference books available.
Internet facilities for staff and students	Wifi facility available for students as well as for faculties.
Total number of class rooms	10 class rooms
Class rooms with ICT facility and 'smart' class rooms	03 Well equipped and furnished
Students' laboratories	3 laboratories
Research laboratories	1 laboratory

**Training Counseling and Guidance Cell**

1. How to draft syllabus with skill impartment considering current education scenario.

2. How to organize tour with co-ordination with students and budget drafting with different vendors.
3. How to prepare minor and major research project, statistical tool and approval from the UGC.
4. How to organize seminar/conferences/workshops considering all the factors.
5. How to develop relationship with industries to create a worthy repo which will be useful for students to compete globally.
6. Carrier counseling activity for students and enrichment of their personalities by providing general basic skill.
7. Drafting invitations to various dignitaries for maintaining professionalism in organization and matter of courtesy for higher authority.
8. Various teaching pedagogues that will be helpful for effective teaching to students.
9. How to conduct sector skill council exams and detailed procedure.
10. Creation of workaholic environment by establishing disciplined formal relationship amongst faculty members.
11. How to grow in today's world taking individual and institutional goals for success.
12. Meeting everyday a good working environment and importance of events preparations.
13. How to compile marks while conducting viva projects and providing work for on the job training for students.
14. Preparation of various syllabuses according to norms of University grants commission and University itself.
15. Organization of events that helps student's moral up gradation and motivation for the same and carrier development.
16. Work management training  
Time management training  
Students motivation training.
17. Self-motivation training  
Resources management training.
18. How to count API.
19. How to make syllabus.
20. How to create good question paper.
21. Presentation slides.
22. Training related to symposium.
23. Training of the computer lab creation.
24. How to teach student in a practical way.
25. How to manage different types of events.
26. How make a brochure.
27. How to put a discipline in students.
28. How to assessment of the internal and external papers.
29. How to conduct any event or task.
30. How to set the internal and external papers.
31. How to teach practically way to students.
32. How to make a perfect brochure of events.
33. How to conduct Group Discussion.
34. Life enrichment activity.
35. Management in context with Bhagvad Geeta.
36. Crises Management
37. How to appear in Examination (teacher & student)

38. Publication procedure (research scholar)
39. Importance of education in human life.
40. Preparation for competitive examination and successfully completion
41. Hosting the event by using Hindi language
42. How to do research and its importance in present time
43. How to make preparations for term end examination
44. Work stress management
45. How to live without E?

**Seminar/ Conference/Workshops Organized by DDU KAUSHAL KENDRA**

SR.NO.	DATE	Seminar/ Conference/Workshops Title	LEVEL
1.	20 <sup>th</sup> April 2016	UGC sponsored one day national seminar on “Vocationalization of Commercial education: A step Ahead with different perspect”	National
2.	17 <sup>th</sup> and 18 <sup>th</sup> February 2017	UGC sponsored Two days national seminar on “Conventional education v/s Vocational education problem & prospects”	National
3.	20 <sup>th</sup> March 2017	UGC sponsored one day national seminar on “Vocational studies: Skill, employability, entrepreneurship, labours market.”	National
4.	5 <sup>th</sup> January 2017	“Fearless Life And Self Development” by Mr. Sanjaykumar Raval”	National
5.	1 <sup>st</sup> October 2016	“Marketing pitch & selling intangibles in current industry: Media & client servicing” by Mr. Brahma Raval	National

**University Rank Holders (2018-2019)**

Sr,No	STUDENTS NAME	COURSE	SEM	POSITION
1.	Chamanbhai Govindbhai Suthar	Banking & Financial Services	I	1st
2.	Kaushik Jitendrabhai Halpani Yashkumar Bharatbhai Suthar	Export Import Management	I	1st
3.	Adilhusain Sabdarhusain Shaik	Software Development	I	1st
4.	Kuldipbhai Govindbhai Baraiya	Diploma in banking	I	1st
5.	Nakshi Hiren bhatt	Diploma in Event Management	I	1st
6.	Hiteshbhai Manharbhai Solanki	Banking & Financial Services	III	1st
7.	Ajaykumar Shreenath Mishra	Insurance & Financial Marketing	III	1st
8.	Sanket Dharmendrabhai Patodiya	Export Import Management	III	1st
9.	Mahamadafridi Akrambhai shaikh	Software Development	III	1st

10	Vaishnaviben Vanrajsinh Mahida	Export Import Management	V	1st
11	Hetaben Atulbhai Patel Hetulkumar Sureshbhai Prajapati Bhumeeben Bhaveshbhai Parmar	Banking & Financial Services	V	1st
12	Geetaben Harshadbhai Solanki	Insurance & Financial Marketing	V	1st
13	Mahamad Asif Ismailbhai Kadivar	Supply Chain & Logistics	V	1st
14	Jay Pradipbhai Mangrola	Software Development	V	1 <sup>st</sup>
15	Ayushiben Kanubhai Bhoi Harnishaben Anilkumar Thakkar	Mvoc(Insurance & Financial Marketing	I	1st

#### Activities

<u>Sr No.</u>	<u>Activities</u>	<u>Specific outcome</u>
1.	SWOT analysis of students	Enhance Students skills and capabilities
2.	Students Interaction session	Positive atmosphere for Learning
3.	Orientation Program	Awareness among students about the course and institution
4.	Students centred classroom	Developed ability to discuss
5.	English Enrichment program	Improvement in English
6.	NCC Students Recruitment	-
7.	7 days internship workshop for Event Management students “FACE OF THE YEAR 2018”	Event organisers “RDS Event” and “Your day your way event”
8.	Tactical movie “CHAL MAN JEETVA JAIYE”	Inspiration and Motivation for up grooming within the society
9.	A Case Study on Nirav Modi & the Punjab National Bank Fraud	Analytical study of case and outcome in future
10.	How to be effective in “Personal Interview”	Steps to be followed before going for personal interview
11.		
12.	Gurupurnima Celebartion	Students understood the importance of teacher in students carrier development
13.	Inspirational movie “CHAL MAN JITVA JAYEA”	Motivation for up grooming within the society
14.	“World youth skills Day celebration”	Importance of skills
15.	Group Discussion	Preparing students to how to tackle in GD



16.	Thalassemia Screening test	Health Check up
17.	One day Adventure Tour	Importance of Outward Activities and Management
18.	English Improvement workshop	Improvement of English
19.	Business Quiz	Gained business knowledge
20.	A bird eye view on banking sector	Awareness of functions of Bank
21.	Green Environment day	Environment effectiveness
22.	Debate Competition	Recent issues
23.	Tactical Movie in collaboration with Lions Club International "Shu Thayu?"	-
24.	Orientation Program of "Student start up & Innovation Policy Cell"	-
25.	"KALA KE KADRADAN PHASE VI"	-
26.	"Fresher's Party"	-
27.	"Teacher's Day" Celebration	Improvement in presentation skills
28.	Youth Festival participation	Learning new cultural abilities in students and How to be more competitive in the market.
29.	Thelessemia consultancy	Removal of health problems if any
30.	Essay Competition on "Role of individual in the protection of Environment"	Learnt to write effective essay
31.	Report writing	Informative Report on Project work
32.	Role Playing	In depth study of subject matter
33.	RIDDLE COMPETITION	Use of General Knowledge in daily life
34.	Internship (on the job training)	Interaction with Director and team for internship
35.	Guest Talk through E media	Bisag Sandhan
36.	Innovative marketing practices (product sale)	Improvement in Marketing skills
37.	RDC NCC events in Group Song, Group Song, Bale, National intergration awareness program	-
38.	RDC NCC events in Cultural instruments	-
39.	National Youth Parliament Competition	-
40.	31 <sup>st</sup> Celebration organised by students	-

41.	Expert Talk on Human Rights By Narendra Vasava	Human Rights
42.	Member for Anand Municipality for “Sawach Bharat Abhiyan” Social Awareness	-
43.	Lotus day	
44.	Business Battle	Participation in various competition
45.	Social Program	Awareness in the society
46.	Musical Morning (22 <sup>nd</sup> January 2019)	Removal of stage fever in students
47.	NCC Pre Rdc Selcection	
48.	Academic cum industrial Tour (Mundra Port)	Gaining insights of petroleum products
49.	Blood donation camp (12 <sup>th</sup> February 2018) with collaboration to Red Cross Society	Donated blood for the society
50.	Amul Volcano 2019	Event Management students Participation
51.	Sports Day	Participation in various competition
52.	Quiz Day Celebration	Subjective and General Question
53.	Back to old School Days	School Day Celebration
54.	Black & White	-`
55.	Executive Day	-
56.	Group Day Celebration	-
57.	Injury Day	-
58.	Signature Day Celebration	-
59.	Bisag Sandhan Tv Lecture	-
60.	DDU Annual Day celebration	-

#### Tour/ Picnic

- One day cultural tour had been organised by DDU Kaushal Kendra at Verakhadi.
- Five Days industrial cum adventurous tour has been organised by DDU Kaushal Kendra at Mundra Port.

#### Celebrations

- DDU Kaushal Kendra has celebrated fresher’s party for new batch of students
- DDU Kaushal Kendra has organised Orientation program for the students of bachelor of vocation and Community College.
- DDU Kaushal Kendra has celebrated “Teacher’s Day”.
- DDU Kaushal Kendra has celebrated “Kala Ke Kadardan Phase V”.
- DDU Kaushal Kendra has celebrated 31<sup>st</sup> Party by welcoming New Year, entire program was arranged and managed by the students of Event management.

- DDU Kaushal Kendra has celebrated “DAYS CELEBRATION”.
- DDU Kaushal Kendra has celebrated “Annual Day”

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From:

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