

Training Department
Finishing Touch 24-25
(Hotel Management Department)

Naipunnya
To reach the unreachable

Date of event: 05/09/2024 to 07/09/2024

Faculty In-charge: Ms. Rajani Stanley



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No: NIMIT/NTR/CP-FIN/02/2024-25

Date: 29/08/2024

Circular

The Training Department is organizing a 30 hours' interview skill training, "Finishing Touch," for the final year students of the Hotel Management Department with the objective of enhancing the employability skills of our final year students. The training sessions will be conducted on September 5, 6 and 7 by in-house trainers. Dr. Sabu Varghese, Ms. Teresa Parackal, Ms. Rajani Stanley, Mr. Abin John and Ms. Nayana Paul will be the resource persons for the sessions, focusing on providing practical experience in interviewing and offering valuable feedback for improvement.



Fr. Dr. Paulachan K.J

(Principal)



REPORT

The Training Department conducted 30 hours' interview skills training, "Finishing Touch," for the final year students of the HM Department from September 5, 2024 to September 7, 2024. The in-house trainers Dr. Sabu Varghese, Director IT/HRD Cell; Ms. Teresa Parackal, Vice Principal Academics; Ms. Rajani Stanley, HoD Training Department; Mr. Abin John, Faculty and Ms. Nayana Paul, Faculty HM Dept. took the sessions focusing on providing practical experience in interviewing and offering valuable feedback for improvement. On the final day of the program a mock interview was arranged for the students with four panels of two members each.

HM FINISHING TOUCH TIME TABLE 24-25

DAY 1	I HOUR	II HOUR	III HOUR	IV HOUR	V HOUR	VI HOUR
GROUP 1	Self Intro (Ms.Rajani &Ms.Elsa)	Etiquettes & tips (Mr. Abin)	Resume preparation (Ms. Rajani & Ms. Elsa)	FAQ – HR (Mr. Abin)	SWOT Goal setting (Dr. Sabu)	GD (Ms. Teresa)
GROUP 2	Etiquettes & tips (Mr. Abin)	Self Intro (Ms.Rajani &Ms.Agnes)	GD (Ms. Teresa)	SWOT Goal setting (Dr. Sabu)	FAQ – HR (Mr. Abin)	Resume preparation (Ms.Rajani &Ms.Agnes)
DAY 2	I HOUR	II HOUR	III HOUR	IV HOUR	V HOUR	VI HOUR
GROUP 1	Self Intro & Resume preparation (Ms. Rajani & Ms. Elsa)		FAQ – Subject (HM Faculty)	FAQ – HR (Dr. Sabu)	GD Final (Ms. Teresa & Ms. Agnes)	
GROUP 2	FAQ – Subject (HM Faculty)	FAQ – HR (Dr. Sabu)	GD Final (Ms. Teresa & Ms. Agnes)		Self Intro & Resume preparation (Ms. Rajani & Ms. Elsa)	



Date	Panel 1	Panel 2	Panel 3	Panel 4
07/09/2024	Rev. Fr. Dr. Paulachan K.J (Exe. Director & Principal NIMIT)	Ms. Nayana Paul (Faculty HM Dept.)	Rev. Fr. Tony Manickathan (Asst. Exe. Director)	Ms. Rajani Stanley (HOD, Training Dept.)
	Ms. Misouti Sarkar (Faculty HM Dept.)	Mr. Githin T James (Faculty Commerce Dept.)	Mr. Jithu Doyal (Faculty HM Dept.)	Mr. Anand Thomas (Faculty HM Dept.)

The objective of this session was:

- To provide an opportunity for the students to practice interviewing with professionals and gain experience for acing an interview.
- To provide students with their feedback on their interview and help them to perform better for their next interview.

On gathering the feedback, it was apparent that the trainings were remarkable and indeed beneficial in preparing students to perform well in the forthcoming interviews with readiness and confidence.

Prepared by:

Ms. Elsa Jose

Training Dept.

Verified by:

Ms. Rajani Stanley

HOD, Training Dept.

Approved by:

Rev. Fr. Dr. Paulachan K J

Principal



BROCHURE



FINISHING TOUCH
2024-25

(Interview Skills Training Program for Final Years)

5,6,7 September 2024
For Hotel Management Students
9.00 am - 4.00 pm

Certification by
STED
Council


Organised by

Department of Trainings
In Association with Internal Quality Assurance Cell (IQAC)

**NAIPUNNYA INSTITUTE OF MANAGEMENT
AND INFORMATION TECHNOLOGY (NIMIT)**
(Affiliated to University of Calicut, NAAC Accredited with B++ ISO 9001-2015 Certified)



PHOTOGRAPHS /SCREENSHOTS



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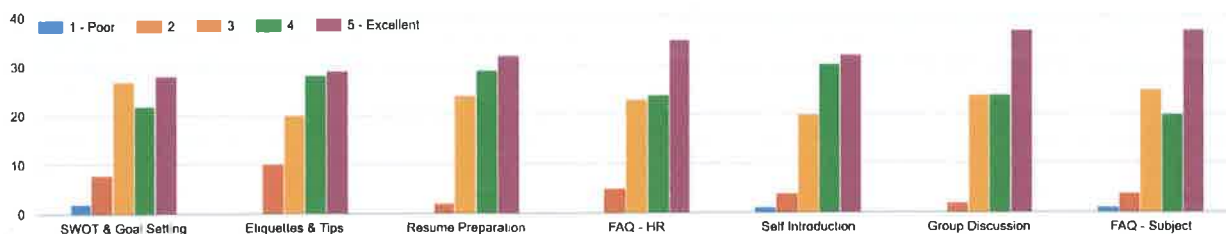
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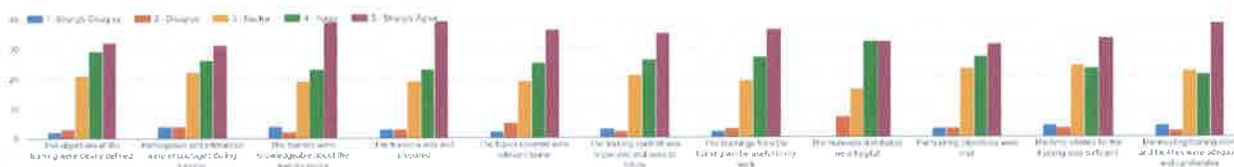


FEEDBACK

How do you rate the sessions listed below



Please indicate your level of agreement with the statements listed below



FINISHING TOUCH ATTENDANCE SHEET 24-25
V SEM HMCS A

SL.No	Name	Day 1		Day 2		Day 3		No. of days attended
		FN	AN	FN	AN	FN	AN	
1	AMEENA P K	FN	AN	FN	AN	FN	AN	3
2	ELISABETH THOMAS	FN	AN	FN	AN	FN	AN	3
3	AARON BENNY	FN	AN	FN	AN	FN	AN	3
4	ABEL ROY	FN	AN	FN	AN	FN	AN	3
5	ABHAY JOY	FN	AN	FN	AN	FN	AN	3
6	ABHISHEK R MENON	FN	AN	FN	AN	FN	AN	3
7	ABIN AUGUSTINE	FN	AN	FN	AN	FN	AN	3
8	ABIN THANKACHAN	FN	AN	FN	AN	FN	AN	3
9	ADHUL V.A	FN	AN	FN	AN	FN	AN	3
10	AGIN JOJI	FN	AN	FN	AN	FN	AN	3
11	AKHIL C J	FN	AN	FN	AN	FN	AN	3
12	AKSHAY BABU	FN	AN	FN	AN	FN	AN	3
13	ALAN K P	FN	AN	FN	AN	FN	AN	3
14	ALAN P M	FN	AN	FN	AN	FN	AN	3
15	ALBIN C B	FN	AN	FN	AN	FN	AN	3
16	ALIN P J	FN	AN	FN	AN	FN	AN	3
17	ALVIN TONY	FN	AN	FN	AN	FN	AN	3
18	ALWIN ANTONY	FN	AN	FN	AN	FN	AN	3
19	AMAL SHAJU	FN	AN	FN	AN	FN	AN	3
20	AMALDEV C K	FN	AN	FN	AN	FN	AN	3

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21	ANANDHAN A S	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
22	ANANDHU V R	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	2
23	ANTONY DAVIS	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
24	ANTONY SKARIA	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
25	ANURAG V G	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
26	ANUSH P J	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
27	AROLD SIMON	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
28	ASHIKH POULOSE	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
29	ATHUL SREENIVASAN	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
30	ATHUL VINCENT	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
31	AZIMPREMI C S	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
32	BECKSON JOY	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
33	BINEESH C WILSON	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	2
34	CHRIS VARGHESE	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
35	DON BABY	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	2
36	DON GEORGE	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3
37	DON JOSE	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	<i>AD</i>	3

Day	Date	Present	Absent
1	05/09/2024	36	1
2	06/09/2024	35	2
3	07/09/2024	37	Nil
Students Completed (100%)		97.29%	
Students Not Completed		2.702%	

Else Jose

FINISHING TOUCH ATTENDANCE SHEET 24-25
V SEM HMCS B

SLNo	Name	Day 1		Day 2		Day 3		No. of days attended
		FN	AN	FN	AN	FN	AN	
1	DON POULOSE							3
2	EBIN ELDHO							3
3	EDWIN BALJU							3
4	ELDROY RAPHAEL SEBASTIAN							3
5	ELVIN VARGHESE	Absent	Absent					2
6	G MANIKANDAN							3
7	GEORGE T S							3
8	GODWIN DAVIS							3
9	JACOB C SHIBU							3
10	JERIN GEORGE							3
11	JOE EMMANUEL V J							3
12	JOSE RYAN R							3
13	JOSSY THOMAS							3
14	JUDESON N S							3
15	LAKSHITH NARAYAN							3
16	M M A Y APPADAS	Left	Left					Left
17	MABAL K M							3
18	MELBIN BIJU							3
19	MITHUN GEORGE							3

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20	MUHAMMED SAIFUDHEEN K S	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
21	NAVANEETH K	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
22	NAVEEN DAVIS	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
23	NAVEEN T S	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
24	NIDHIN M M	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
25	NIHASH RAHIMAN K H	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
26	PRINCE JAISON	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
27	RAMKUMAR S	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
28	SALVIN BABY	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
29	SANJAY STEEPHEN	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
30	SAVIO JOSE	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
31	SENIN VARGHESE	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
32	SHARAN K M	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
33	SHARON SAJU	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
34	SHEERIN MATTHEW	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
35	SYAMIRAJ P R	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
36	VISHAKH BABU	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3

Date	Present	Absent
05/09/2024	30	1
06/09/2024	31	Nil
07/09/2024	31	Nil
Students Completed (100%)	98.92 %	
Students Not Completed	1.07 %	

[Signature]
Elsa Jose

FINISHING TOUCH ATTENDANCE SHEET 24-25
V SEM HMCA

Sl.No	Name	Day 1		Day 2		Day 3		No.of days attended
		FN	AN	FN	AN	FN	AN	
1	MARIYA ANGEL B	Angel	Angel	Angel	Angel	Angel	Angel	3
2	SREDEVI K U	Sece	Sece	Sece	Sece	Sece	Sece	3
3	AARON GEORGE ANTONY	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
4	ABIJITH K R	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
5	ADAM GEOL JOSEPH	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
6	AKHIL SHAJU	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
7	ALAN ROY	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
8	ALBIN PETER	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
9	ALFIN MARTIN	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
10	AL VIN PETER PALLAN	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
11	AMAL OUSEPH	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
12	AMAL TOMY	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
13	AMALDEV C D	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
14	ANAL POULOSE	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
15	ANFO ANAPATT	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
16	ASWATHI H E G	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
17	AATHUL POULOSE	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
18	DIPU KRISHNA	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
19	EBIN PAUL	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3
20	EDWIN K.S	Ar.	Ar.	Ar.	Ar.	Ar.	Ar.	3

21	EDWIN SHAJI							3
22	JESTIN FRANCIS							3
23	JOEL SEBASTIAN							3
24	JOYAL JOHNSON							3
25	KARTHIK H NAIR							3
26	KEN XAVIER JOS							3
27	MANEESH KUMAR							3
28	MUHAMMED SUFIYAN P A							3
29	NEERAJ KRISHNA T M							3
30	ROHAN TOM							3
31	SURYA S							3
32	TONY K.S							3
33	VAISHNAV CV	Absent	Absent	Absent	Absent	Absent	Absent	2
34	VINAL VARGHESE							3

Day	Date	Present	Absent
1	05/09/2024	32	2
2	06/09/2024	33	1
3	07/09/2024	33	1
Students Completed (100%)		96.07 %	
Students Not Completed		4 %	

Kisa Jose



FINISHING TOUCH ATTENDANCE SHEET 24-25
V SEM BHA

Sl.No	Name	Day 1		Day 2		Day 3		No. of days attended
		FN	AN	FN	AN	FN	AN	
1	ANJANA THOMAS							3
2	ADARSH K S							3
3	AJAY BABU							3
4	AJIL THOMAS							3
5	ALBIN FRANCIS							3
6	ALEX SEVI							3
7	ALOYSIUS DENNY							3
8	ARJUN N B							3
9	ATLAS V LAZAR							3
10	BHARATH K S							3
11	BONY CHAKKAPPAN							3
12	BONY ROY							3
13	HARIS JOSEPH							3
14	JISMON BABY							3
15	JOHNYKUTTY JAMES							3
16	JOSEPH ALEN M							3
17	JOYAL JAISON							3
18	JUSTIES THOMAS							3

19	LINTO THOMAS	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	3
20	PRANAV JAYAN POOVATH	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	3
21	PRAYAS PAUL	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	<i>Prav</i>	3
22	SOHIL T S	<i>Sohil</i>	<i>Sohil</i>	<i>Sohil</i>	<i>Sohil</i>	<i>Sohil</i>	<i>Sohil</i>	3
23	THAHA NIAZ V	<i>Thaha</i>	<i>Thaha</i>	<i>Thaha</i>	<i>Thaha</i>	<i>Thaha</i>	<i>Thaha</i>	3

Day	Date	Present	Absent
1	05/09/2024	23	Nil
2	06/09/2024	23	Nil
3	07/09/2024	23	Nil
Students Completed (100%)		100 %	
Students Not Completed			

[Signature]
Elsa Jose



To reach the unreachable

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