

K.R. MANGALAM UNIVERSITY

THE COMPLETE WORLD OF EDUCATION

(Est. Under the Govt. of Haryana private Universities Act No. 2006, under section 2f of the UGC Act, 1956)

Report on
Extension Activity on Management Skill development
(In collaboration with Red Cross Society)

Date: Monday, 31st May 2023

Venue: Aanganwadi, Gram Berka, H.R.

Event Type: Extension Activity

Mode of Activity: Offline

Target Group: Females of Village Berka, H.R.

Coordinators: Ms. Shreya Sharma, Assistant Professor, SOMC

Dr. Monika Yadav, Assistant Professor, SOMC

Organized by: School of Management & Commerce in collaboration with Red Cross Society

Number of Participants: Internal=7, External=9

Introduction:

The extension activity was organized on "Managerial Skills" by School of Management and Commerce (SOMC) in collaboration of Red Cross Society on Monday, 31st May, 2023. The extension activity aims to provide participants with the strong managerial skills in their personal life which can greatly contribute to your overall effectiveness and success, regardless of gender. The session touched on various aspects of life like time management, decision making, communication, leadership, emotional intelligence, financial management and self-care.

Objectives:

The objective of this extension activity was to enhance and develop managerial skills among female residents of the village, empowering them to effectively manage their personal lives, professional fronts, make informed decisions, and contribute to their overall well-being..

Content:

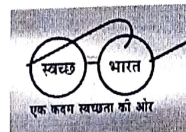
Activities Conducted:

1) Understanding the Time Management:

A briefing on time management was organized to help participants understand the importance of effective time management and develop strategies to prioritize tasks, set goals, and manage their time efficiently. The workshop included interactive sessions, group discussions, and exercises like managing their daily routine.

2) Decision-Making Skills:

Participants were provided with training on decision-making skills. The training focused on techniques for analyzing options, considering different perspectives, and making informed decisions. Practical exercises and case studies were utilized to enhance their decision-making abilities.



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3) Communication and Conflict Resolution Workshop:

A short session on effective communication and conflict resolution was conducted to improve participants' interpersonal skills. The workshop emphasized active listening, assertive communication, and constructive conflict resolution techniques. Group discussions were used to practice these skills.

4) Leadership Development:

A leadership development plan was designed to empower participants to take on leadership roles within their families and the community. The program included sessions on leadership styles, delegation, team building, and motivation. Participants were encouraged to apply these skills in their personal lives and community engagements.

5) Financial Literacy Sessions:

Sessions on financial literacy were conducted to provide participants with essential knowledge and skills related to personal finance management. Topics covered included budgeting, saving, investing, and debt management. Practical tips and resources were shared to help participants achieve financial independence and security.

6) Self-Care and Well-being Briefing:

A short lecture on self-care and well-being was conducted to highlight the importance of taking care of one's physical and mental health. Participants learned strategies for stress management, relaxation techniques, and the importance of work-life balance. The workshop also addressed the significance of pursuing personal interests and hobbies.

Outcome:

The feedback response was collected by student volunteers by recording their response by interpreting the questionnaire via Google forms.

Participants reported feeling more confident in their ability to manage their personal lives and make informed decisions. They responded that they can now they feel better understanding and empathy with others, leading to reduced conflicts and improved communication within their families and the community.

The financial literacy sessions equipped participants with practical knowledge and skills to manage their finances effectively. Many participants reported implementing budgeting techniques and adopting better financial habits, leading to improved financial well-being. The session on self-care and well-being encouraged participants to prioritize their physical and mental health. Participants reported they will adopt self-care practices such as regular exercise, relaxation techniques, and pursuing personal interests, leading to improved overall well-being.

Conclusion

The extension activity on managerial skills among female residents of the village successfully empowered participants to enhance their managerial capabilities and effectively manage their personal lives. The acquired skills in time management, decision-making, communication, leadership, financial literacy, and self-care will contribute to their personal growth, well-being, and positive impact on their families and the community. Continued support and follow-up activities are recommended to sustain and reinforce these skills among the participants.



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Further Scope

The future scope of extension activities can focus on enhancing managerial skills among male and female residents.

- 1) **Scaling Up:** Expand the reach of these extension activities to other villages and communities. Collaborate with local organizations, community centers, and government agencies to extend the program's impact.
- 2) **Continuous Skill Development:** Offer follow-up workshops and training sessions to reinforce and further develop the managerial skills of participants.
- 3) **Community Projects and Initiatives:** Encourage participants to utilize their managerial skills by engaging in community projects or initiatives.

Here are a few glimpses of the events:

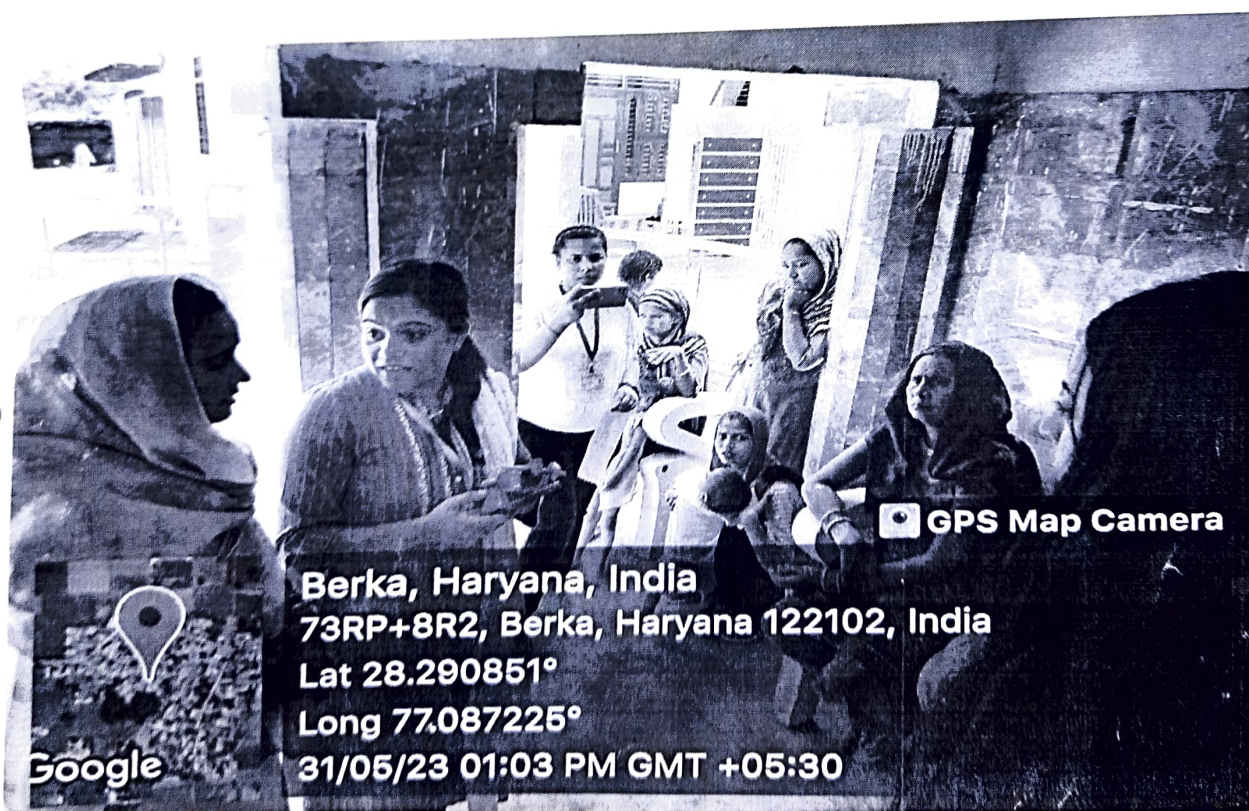


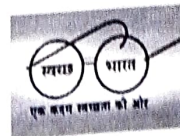
Photo 1: Coordinators talking about various aspects of Managerial Skills of women of Gram Panchayat

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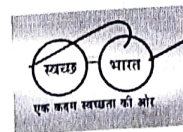
Berka, Haryana, India
73RP+8R2, Berka, Haryana 122102, India
Lat 28.290885°
Long 77.087113°
31/05/23 01:11 PM GMT +05:30

GPS Map Camera

Google

Photo 2: Student Volunteers taking response feedback for the session via Google forms by explaining them.

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Photo 3: Coordinators and student volunteers of K.R. Mangalam University.

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Category	Name	Signature
Report prepared by	Ms. Shreya Sharma	
Report verified by Event Coordinator	Dr. Monika Yadav	
Report verified by Dean	Dr. Pradeep Suri	
Report verified by IQAC	Dr. Shikha Dutt Sharma	

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List of Participants with attendance:

Extension activity on Managerial skill development		
Date	Venue	
31 st May	Anganwadi Centre, Berka village.	
Sr. No.	Participants Name	Signature
1	Shanti	शान्ति
2	Priya	प्रिया
3	Meenakshi	मिनाक्षी
4	Chandravati	चंद्रवती
5	Kala	कला
6	Hanisha	हनीषा
7	Rajesh	राजेश
8		
Verified by: Dr. Monika		
Signature: [Signature]		
Date: 31 st May, 2023.		


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List of Participants with attendance:

Extension activity on Managerial skill development		
Date	Venue	
31st May	Anganwadi centre, Bexka Village	
Sr. No.	Participants Name	Signature
1	Savitri	सावित्री
2	Harwati	हरवती
3	Mundari	मुंडरी
4	Santosh	संतोष
5	Ruchi	RUCHI
6	Jyoti	ज्योती
7	Krishna	कृष्णा
8	Preeti	प्रीती
9	Kavita	काविता
Verified by: Dr. Monika		
Signature: [Signature]		
Date: 31st May, 2023		

[Signature]
Registrar
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