Name of the Faculty: Faculty of Education

Name of the Event/ Programme: Workshop on Grooming Skills

Type of event: Offline Mode
Date:28/08/2021

Time: 10:00AM-01:00 PM

Venue: Faculty of Education

Organizers: Faculty of Education,

Faculty Co-ordinator:-Dr. Manita Devi

Objective of the programme: Introduction to Personal Grooming, Understanding Etiquettes, Privacy and Confidentiality, Language and Communication Etiquette, Dressing Etiquette –, Other Office Etiquettes.

Speaker: Dr. K. Tara Shankar

Audience: Students of B.Ed. M.Ed. Faculty of Education

Brief Report of the Programme:

The Faculty of Education, SGT University conducted a Workshop on 28th August 2021, "Workshop on Grooming Skills". In that workshop we have been informed about the Sound personal grooming and social etiquettes are very important in projecting sound work culture, positive image, and strong branding for both individuals and businesses. Every professional must make great effort to promote poise, confidence, professionalism, sophistication, intelligence, and credibility.

From issues of civility, language usage, decorum, time management to appearance, social skills, and hygiene, professionals, employees or business owners – especially customer-facing staff, relationship officers, and managers – need to be very skilful and knowledgeable in order to establish and sustain relationships with customers (internal and external), clients, other stakeholders, etc., and achieve overall career or corporate objectives. This programme is specially designed to enable participants understand the importance of professional behaviour and social skills at the workplace as well as implement appropriate business etiquette and grooming at work.

It was the most enjoyable and informative seminars I have ever attended. Thanks for organizing and a very special thanks to the great speaker.

Session Delivered By Dr.Tarasankar

Interacting During Session

Dean, FEDU

Prof.(Dr.). Madhavi Sharma

Program Co-Ordinator

Dr.Manita