

Employability Skills

Topicwise Video & Online Mock Test Links

For

I - Year All Engg. & Non Engg. Trades

Sr No.	Name of Module	Youtube Link	Mock Test Link
1	English Literacy	Parts of speech - https://www.youtube.com/watch?v=hQ7AEaECGvo	https://forms.gle/FGWVof5pDCBHaJxk6
		Introduction to punctuation - https://www.youtube.com/watch?v=g0OPv9hZkZU	
		Singular plural - https://www.youtube.com/watch?v=rKALjkfe3sQ	
		Change of tense - https://www.youtube.com/watch?v=cOXHBgxuXXw	
		Construction of simple sentences – https://www.youtube.com/watch?v=xILB8OOLzso	
		Simple writing skills - https://www.youtube.com/watch?v=L95fQCPJjGo	
2	I.T. Literacy	Basics of computer - https://www.youtube.com/watch?v=3v7ILXGyUK4	https://forms.gle/2MbYZecfaDvhqcZN6
		Operating System - https://youtu.be/YwqexcfbucE?list=PLmXKhU9FNesSFvj6gASuWmQd23Ul5omtD	
		MS- word - https://youtu.be/AMpzKl72ULI	
		MS- Excel - https://youtu.be/b0Ahsovnk0E	
		Web browsers and search engines - https://youtu.be/tsbbf0gkZ94	
		Composing and creating Email - https://youtu.be/TMNbeucNmUs	
3	Communication and Behaviour skills	SWOT analysis - https://youtu.be/PziVj_fR5fk	
		Interview skills - https://youtu.be/OFhcXi9KCa0	
		Verbal and non verbal communication - https://youtu.be/T4viV0QbecM	

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3	Communication and Behaviour skills	Etiquette and Manners - https://youtu.be/BQQ1vauWLBE	
		Social etiquette - https://youtu.be/nXyNsBZeLj4	
		Role Model - https://youtu.be/aubYoJG5TtA	
		Smart Work & Time Management - https://youtu.be/HeAcRFIrKFY	
4	Entrepreneurship skills	How Successful Entrepreneurs Think - https://youtu.be/wbkpaA6LH80	https://forms.gle/67B3jmHRvkXo5yNu5
		How to Become An Entrepreneur- https://youtu.be/uQzC3S-2nek-	
		Difference between Businessman and Entrepreneur - https://youtu.be/6nmFJSTRDjo	
5	Productivity	What is productivity - https://youtu.be/J_wuYyknhck	—
6	OSH & Environment Education	Occupational Safety And Health - https://youtu.be/BxYZ59S0qsg	https://forms.gle/Q4QQWbzezVthQ9PR9
		occupational hazards - https://youtu.be/WZN-MHo0lDY	
		5Es accident prevention method - https://youtu.be/c6pDCYyEfoE	
		First aid in company - https://youtu.be/X9AaTk8YlVM	
7	Essential skills for success	Guaranteed Success - https://youtu.be/lyqKXF6rLsc	https://forms.gle/SQxtW9uBz31G1J7y5
		Self Awareness - https://youtu.be/AtmYkNT8lts	
		Self Improvement - https://youtu.be/2rjl9cplF0w	
8	Labour Welfare Legislation	Factories act – https://youtu.be/1EHcVZ11GdA	https://forms.gle/VMteRTH37FbwUxLN7
		Apprenticeship act - https://youtu.be/P3gksi2Spnc	
		ESI - https://youtu.be/PXOXwCAHKug	
		Payment of wages act - https://youtu.be/3Uhq3AGCybo	

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		Employees provident fund act - https://youtu.be/Yohm80843pE	
		Workmen compensation act - https://youtu.be/QXJtxgIAYYk	
		Maternity benefit act - https://youtu.be/4f_BPXVOQEA	
9	Quality Management	What is Quality Management- https://youtu.be/FzCJRxfyoBQ	https://forms.gle/VMteRTH37FbwUxLN7
		7 QC Tools - https://youtu.be/MqnzFtljyyI	
		What is ISO Certification- https://youtu.be/YL42RgOHL6Q	
		Total Quality Management - https://youtu.be/m01pZhkLrjE	
		PDCA Cycle - https://youtu.be/V7okXAKfaUk	
10	Preparation to the world of work	Career Planning - https://youtu.be/bM4ptCzgAUU	https://forms.gle/CWGXVt9Y4f46FdSb7
		What are Soft Skills? - https://youtu.be/rkgDUcHAWms	
		How to search and apply for job - https://youtu.be/vXB7UjVv7gg	
11	Customer interaction and service	Greeting customer forms of greeting - https://youtu.be/aRR3meyLwZY	https://forms.gle/aDrukDMfN2ZFuv9A6
		Positive body language - https://youtu.be/jF_BHE9itu8	
		Grievance Handling - https://youtu.be/PC6XwRqDDas	
		Relation building with customer - https://youtu.be/pNA9t1ef5aE	
		Customer Care - https://youtu.be/EnhRSo1AZ-g	

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