



Rayat Shikshan Sanstha's

Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani Commerce
College, Kopergaon

दि. ०५/०९/२०२०

नोटीस

महाविद्यालयातील मानसशास्त्र विषयाच्या प्रथम, द्वितीय, तृतीय वर्षांच्या विद्यार्थ्यांना कळविण्यात येते की, शैक्षणिक वर्ष २०२०-२०२१ मध्ये विभागाच्या वतीने व्यक्तिमत्त्व विकास व अभ्यास कौशल्ये (personality development of study skills) कोर्स सुरु करण्यात येत आहे. त्याचा कालावधी २ महिने आहे . (१० नोव्हेंबर ते ३१ डिसेंबर) असा असून प्रवेश मर्यादित आहे. तरी या कोर्स साठी प्रवेश घेण्याची इच्छिणाऱ्या विद्यार्थ्यांनी आपली नावे प्रा. बनसोडे एस्. एस्. यांच्याकडे दि. ०९/९/२०२१ पर्यंत दयावीत.



Bansode
विभागप्रमुख
(मानसशास्त्र विभाग)
मानसशास्त्र विभाग
एस्. एस्. जी. एम्. कॉलेज
कोपरगांव, जि. अ. नगर



RayatShikshanSanstha's

**Shri Sadguru Gangageer Maharaj Science, Gautam Arts and Sanjivani Commerce
College, Kopargaon, Dist:-A.Nagar
Department of Psychology
Short term course
2020-21**

Department of Psychology has decided to start to short term course

“Personality Development and Study Skill ” for framing the syllabus of said course. Committee has been constituted has been constituted as follow.

1.Course of name -“Personality Development and Study Skill

2. Students Strengths-10

3.Duration - 03 Months

4.Aims of the Syllabus-

1.To develop skill of personal and social relation and establish it effective interpersonal relationship.

2.To help the student for progressive /successful life.

3.To guide the students by identifying their weaknesses.

4.To make more efficient use of students study time to get more work done in time .

5.To make the students learning easier and help them to retain what's / has learned for longer .

6.To contribute in an individual and national development.

7.An improvement in the students personality which can improve his chances for successes in any undertakings



Course Layout / Syllabus of Personality Development

For online certificate program of personality Development, it includes eight weeks comprises of the given below courses layout:-

1. **Week 1:** Define Personality, Determinants of Personality Development, Perception – Definition, Perceptual Process.
2. **Week 2:** Factors of Association – Relationship, Personality Traits, Developing Effective Habits, Emotional Intelligence.
3. **Week 3:** Motivation, Introspection, Self-Assessment, Self-Appraisal & Self-development, Sigmund Freud Id, Ego & SuperEgo.
4. **Week 4:** Self Esteem and Maslow, Self Esteem & Erik Erikson, Mind Mapping, Competency Mapping & 360 Degree Assessment, Types of Personalities – Introvert, Extrovert & Ambivert person, Effective Communication & Its key aspects.
5. **Week 5:** Assertiveness, Decision-making skills, Conflict: Process & Resolution, Leadership & Qualities of Successful Leader.
6. **Week 6:** Interpersonal Relationship, Personality – Spiritual journey beyond the management of change, Good manners & Etiquities, Effective Speech, Understanding Body language, projective positive body language.
7. **Week 7:** Attitude – Concept -Significance -Factors affecting attitudes – Positive attitude–Advantages –Negative attitude-Disadvantages -Ways to develop a positive attitude, Carl Jung 's contribution to personality development theory.
8. **Week 8:** Stress Management: Introduction, Causes, stress management techniques, Time management: Importance of time management, Techniques of time management, Time management styles.

Subject to Study Personality Development Course

Here the list of subject study in personality development course:

- Presentation Skills
- Communication Skills
- Interpersonal Skills
- Work Place Etiquette
- Meeting / Telephone / Group Etiquette
- Body Language



- Self Confidence
- Positive Attitude
- Conversation English
- Pronunciations
- Story narrations, Verb Patterns
- Speech fluency
- Self Motivation
- Confidence Building
- Role Plays
- Reporting, Speaking habits
- Powerful Presentation Techniques
- Time management
- Voice modulation
- Stress Management
- Building a positive attitude – creative thinking
- Executive Corporate Attire / Formal Dressing



Study skills syllabus

Course objective: - to provide the opportunity for each learner to develop to his / her individual capacity .we also seek to provide support that will meet each student need while leading to high graduations. We work to improve the students' basic skills & we strive to provide appreciate pre-vocational experience for our students .we will also address transitioning to employment &services.

1. **To become accountable:** - you will learn how to take personal responsibility, gaining greater personal control over the outcome & expressions that you create both in life.
2. **To increase self –motivations:** - you will learn to create greater inner motivations by discovering your own personally meaningful goals & aspirations.
3. **To improve personal self:–management:** - you will learn numerous strategies for taking control of your time & energy, allowing you to become more effective & efficient toward the accomplishment of educational & personal goals.
4. **To heighten self –awareness:** - you will learn how to understand & revise your behaviors & emotions to reach your goals.
5. **To strengthen self –advocacy skills:** - you will learn effective strategies to tend to address your individual needs.
6. **To maximize your learning :-** you will learn many effective study skills strategies such as note taking ,memory boosters, goals setting ,test taking strategies & effective decision –making skills etc.
7. **To develop creative & critical thinking skills:** - you will learn how to enhance the thinking skills essential for analyzing & solving daily problem.



objective of the Syllabus-

- 1.the objective of the programmer is to build self confidence ,enhance self esteem &improve overall personality of the participants
- 2.the programs aims grooming the participants through sensitizing them about proper behavior ,socially &professionally in formal & informal cuddy skill are the you need to enable you to study & learn efficiently - they are an important set of transferable life skill.
- 3.you will develop your own personal approach to study & learning in away that meet your own individul need
- 4.studyskill are not subject specific
- 5.you need to practice & develop your study skills



Bansode
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Kopargaon

References book

1. Social psychology – Dr. vasant desle sir
 2. Social psychology –Dr. laxman shitole sir
 3. Social psychology –Dr. narandra Deshmukh sir
 4. Social psychology – prof .Ganesh lokhande
- Industrial & organizational psychology –Dr abhimanyu Dormare
 - 1.Digambar Darekar
 - 2.Dr.pundalik Rasal
 - 3.Prof . Gadekar keshav
 - केली व्यक्तीमत्वाचा बोधनिक सिद्धांत,मरे व्यक्तीमत्वाचा मिलर, मिचेलचा व्यक्तीमत्वाचा सिद्धांत.
 - Foundation of psychology – Anuradha hurkare
 - Introductions to psychology –Dr.B.U pawar , Dr.N.vDeshmukh

Prof .Bansode S.S
Dept. Of psychology
Head
Psychology Department
S.S.G.M.College
Kopargaon





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Department of Psychology
Short term course
2020-21

Personality Development & study skills
syllbus

SR.No	Topic	content	theory	practical
1	Personality Development and Study Skill ”	1.Introduction to personality development	1	-
		2.leadership	1	1
		3.intrrpersonal relation	1	1
		4.communication skill	1	1
		5.stress management	1	1
		6.Group dynamic &team building	1	1
		7.motivation	1	-
		8.performance appraisal	1	1
2	Study skills	1.Introduction to study skills	1	-
		2.time management	1	-
		3. organizing yourself for effecting study	1	-
		4.reading ¬e taking	1	-
		5. preparing for revision	1	1

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Department of psychology

short term course

Personality Development And study skills

2020-21

TIME TABLE

SR.NO	TIME	NAME OF THE EXPERT	NAME OF THE TOPICE	SING
1	12 TO 1	BANSODE .S.S	Introduction to personality	
2	12 TO 1	PROF .BANSODE .S.S	Leadership	
3	12 TO 1	PROF .BANSODE .S.S	Leadership	
4	12TO 1	PROF .BANSODE .S.S	Interpersonal relation	
5	12 TO 1	PROF .BANSODE.S.S	Communication skill	
6	12 TO 1	PROF. BANSODE.S.S	Communication skill	
7	12 TO 1	PROF. BANSODE.S.S	Stress management	
8	12 TO 1	PROF .BANSODE .S.S	Stress management	
9	12 TO1	PROF. BANSODE.S.S	Group dynamic and team building	
10	12 TO 1	PROF .BANSODE.S.S	GROUP Dynamic and team building	
11	12 TO 1	PROF . BANSODE .S.S	Motivation	
12	12 TO 1	PROF. BANSODE S.S	Motivation	
13	12 TO 1	PROF . BANSODE.S S	Performance appraisal	
14	12 TO 1	PROF .BANSODE .S S	Performance appraisal	
16	12TO 1	PROF.BANSODE. S.S	Test no-1	
17	12 TO 1	PROF. BANSODE S.S	Introduction to study skill	
18	12 TO 1	PROF . BANSODE.S S	Time management	
19	12 TO 1	PROF .BANSODE .S S	Time management	
20	12 TO 1	PROF.BANSODE. S.S	Organizing yourself for effecting study	
21	12 TO 1	PROF.BANSODE. S.S	Organizing yourself for effecting stud	
22	12 TO 1	PROF. BANSODE S.S	Reading and techniques	
23	12 TO 1	PROF . BANSODE.S S	Preparing for revision	
24	12 TO 1	PROF .BANSODE .S S	Test -2	
25	12 to 1	PROF.BANSODE. S.S	TEST-3	

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Rayat Shikshan Sanstha's

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Psychology
2020-21

Sr. No.	Student Name	Email-Id	Mobile No.
1	Mokal priti Gitaram	Pritimokal2255@gmail.com	8888432682
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5	Malkar Pravin Dattatray	Malkarpravin192@gmail.com	-
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9	Barhate lexman dattatray	Bharhatelaxman30@gmail.com	7620055424
10	Kakade shraddha dadaravo	Pankakade89@gmail.com	9130903497



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Short term course

2020-21

Personality development & study skills



Sr.no	name of student	10/9/2020-21	11/9/2020-21	12/9/2020-21	14/9/2020-21	Topic	Point
1	Mokal .p	A	P	P	A	Introduction to personality	1
2	Aher.A	P	A	P	P		
3	Chavdheri .A	P	P	P	A	Introduction to personality	2
	Gaikwad .D	P	A	P	A		
5	Malkar .p	P	P	P	A		Topic
6	Ahavad .m	P	P	A	P		
7	Gosavi .p	A	P	A	P		
8	Jatap .A	P	P	P	P		
9	Barhate laxman	A	P	P	A		
	Kakade shraddha	P	P	P	A		





Short term course
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Personality development & study skills

Sr. no	name of student	19/9/2020-21	21/9/2020-21	22/9/2020-21	23/9/2020-21	Topic	Point
1	Mokal .p	P	P	P	A		
2	Aher.A	P	P	A	A	Interpersonal relation	5
3	Chavdheri .A	A	P	P	P		6
	Gaikwad .D	P	P	P	P		7
5	Malkar .p	A	P	P	P		Topic
6	Ahvad .m	A	P	P	P		
7	Gosavi .p	P	P	P	P		
8	Jatap .A	P	P	P	P		
9	Barhate laxman	A	A	P	P		
10	Kakade shraddha	A	P	P	P		





**Short term course
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Personality development & study skills**

Sr.	name of student	24/9/20 20-21	25/9/202 0-21	26/9/20 20-21	27/9/20 20-21	Topic	Point
1	Mokal .p	A	A	P	P	Communications skills	8
2	Aher.A	D	P	P	P		
3	Chavdheri .A	P	P	A	P	Communications skills	9
4	Gaikwad .D	P	P	A	P		
5	Malkar .p	P	P	P	P		Topic
6	Ahvad .m	P	P	P	A		
7	Gosavi .p	A	P	P	P		
8	Jatap .A	P	P	P	P		
9	Barhate laxman	A	P	P	P		
10	Kakade shraddha	P	A	P	P		





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Personality development & study skills

Sr. no	name of student	28/9/20-21	29/9/20-21	30/9/20-21	9/9/20-21	Topic	Point
1	Mokal .p	P	P	P	D	Stress management	10
2	Aher.A	P	A	A	P	Stress management	11
3	Chavdheri .A	A	P	P	A		
4	Gaikwad .D	P	A	P	P		
5	Malkar .p	A	P	P	P		
6	Ahvad .m	P	P	P	A		
7	Gosavi .p	P	P	A	P		
8	Jatap .A	A	P	P	P		
9	Barhate laxman	A	P	P	P		
	Kakade shraddha	P	P	P	A		



Short term course



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Personality development & study skills

Sr. no	name of student	15/11/21	16/11/21	17/11/21	18/11/21	Topic	Point
1	Mokal .p	A	A	P	P	Group dynamic & team building	12
2	Aher.A	A	A	P	P	Group dynamic & team building	13
3	Chavdheri .A	A	P	P	A		
4	Gaikwad .D	P	P	A	P		
5	Malkar .p	P	P	P	P		
6	Ahvad .m	P	A	A	P		
7	Gosavi .p	P	P	P	P		
8	Jatap .A	P	A	P	P		
9	Barhate laxman	A	P	P	P		
10	Kakade shraddha	P	P	P	P		





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Personality development & study skills

Sr. no	name of student	27/11/21	29/11/21	30/11/21	1/12/21	Topic	Point
1	Mokal .p	A	P	P	P	Leadership	14
2	Aher.A	P	P	P	P	Leadership	15
3	Chavdheri .A	P	P	P	P		
4	Gaikwad .D	A	P	P	P		
5	Malkar .p	P	P	P	P		Topic
6	Ahvad .m	A	P	A	P		
7	Gosavi .p	A	P	P	P		
8	Jatap .A	A	P	P	P		
9	Barhate laxman	P	P	A	P		
10	Kakade shraddha	P	A	A	P		





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Personality development & study skills

Sr.no	name of student	21/11/21	24/11/21	25/11/21	26/11/21	Topic	Point
1	Mokal .p	P	P	P	P	Motivation	16
2	Aher.A	P	P	P	P	Motivation	17
3	Chavdheri .A	P	P	P	P		
	Gaikwad .D	P	P	P	P		
5	Malkar .p	A	A	A	P		
6	Ahvad .m	A	A	A	A		
7	Gosavi .p	P	P	A	P		
8	Jatap .A	P	A	P	P		
9	Barhate laxman	A	P	P	A		
	Kakade shraddha	P	A	P	P		





Short term course
2020-21
Personality development & study skills

Sr.no	name of student	2/12/21	3/12/21	4/12/21	6/12/21	Topic	Point
	Mokal .p	A	P	P	P	Performance appraisal	18
2	Aher.A	A	P	P	P	Performance appraisal	19
3	Chavdheri .A	A	P	P	P		
4	Gaikwad .D	A	P	P	P		
5	Malkar .p	P	A	P	A		Topic
6	Ahvad .m	P	A	P	P		
7	Gosavi .p	P	P	P	P		
	Jatap .A	P	P	P	P		
9	Barhate laxman	P	A	P	P		
10	Kakade shraddha	A	P	P	A		





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Personality development & study skills

Sr.no	name of student	7/12/21	8/12/21	9/12/21	10/12/21	Topic	Po int
1	Mokal .p	P	A	P	P	Test -1	20
2	Aher.A	P	P	P	P		
3	Chavdheri .A	P	A	P	P	Introduction to study skills	21
	Gaikwad .D	P	P	P	P		
5	Malkar .p	P	P	P	P		Topic
6	Ahvad .m	A	P	P	P		
7	Gosavi .p	A	P	P	P		
8	Jatap .A	P	P	P	P		
9	Barhate laxman	A	P	P	P		
10	Kakade shraddha	A	P	P	P		



Short term course



Short term course
2020-21

Personality development & study skills

Sr.no	name of student	11/12/21	13/12/21	14/12/21	16/12/21	Topic	Point
1	Mokal .p	A	P	P	P	Time managements	21
2	Aher.A	P	P	A	P	Time managements	22
3	Chavdheri .A	A	P	P	P		
4	Gaikwad .D	P	A	P	P		
5	Malkar .p	P	A	P	P		Topic
6	Ahavad .m	P	P	P	A		
7	Gosavi .p	P	A	P	P		
8	Jatap .A	P	A	P	P		
9	Barhate laxman	P	A	P	P		
10	Kakade shraddha	P	P	P	A		





Short term course
2020-2021
Personality development & study skills

Sr.no	name of student	22/12/21	23/12/21	24/12/21	26/12/21	Topic	Po int
1	Mokal .p	A	P	P	P	Reading & techniques	24
2	Aher.A	A	P	P	P	Reading & techniques	24
3	Chavdheri .A	P	P	P	P		
4	Gaikwad .D	P	P	P	P		
5	Malkar .p	P	P	P	P		Topic
6	Ah vad .m	P	P	P	P		
7	Gosavi .p	P	P	P	P		
8	Jatap .A	A	A	P	P		
9	Barhate laxman	P	A	P	A		
10	Kakade shraddha	P	P	A	P		





Short term course
2020-21
Personality development & study skills

Sr. no	name of student	27/12/21	28/12/21	29/12/21	30/12/21	31/12/21	Topic	Point
1	Mokal .p	P	P	P	P	Preparing for revision	Test -2	25
2	Aher.A	P	P	P	P	Preparing for revision	Test -3	26
3	Chavdheri .A	P	P	P	P	P		
4	Gaikwad .D	P	P	P	P	P		
5	Malkar .p	P	P	P	P	P	Topic	
6	Ahvad .m	P	P	P	P	P		
7	Gosavi .p	P	P	P	P	P		
8	Jatap .A	P	P	P	P	P		
9	Barhate laxman	P	P	P	P	P		
10	Kakade shraddha	P	P	P	P	P		





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Kopargaon

SHORT TERM COURSE

PERSONALITY DEVELOPMENT AND SKILLS

2020-21

TEST-1

प्र.१ . खालील प्रश्नाची उत्तरे लिहा

१.व्यक्तिमत्त्वाचे किती प्रकार आहे

१०

अ)२ ब) ३ क) ४ ख) ६

२.प्रेरणेचे किती प्रकार आहे

अ) ४ ब) ३ क) ४ ख)५

३.ताणाचे किती प्रकार आहे

अ)२ ब) ३ क) ४ ख)७

४. समुहाचे किती लोकांसाठी असतो

अ) २ पेक्षा कमी ब) ३ पेक्षा जास्त क) ४ पेक्षा जास्त ख)५ कमी

५.संभाषनाचे किती प्रकार आहे

अ)२ ब) ३ क) ४ ख)७

२ .व्याख्या लिहा १०

१.वेळेचे नियोजन

२. ताण

३. प्रेरणा

४. नेतृत्व

५. व्यक्तिमत्त्व

६. अंतर वैयक्तिक संबंध

७. संभाषण कौशल्ये

८. तणाव तणाव व्यवस्थापन

प्र . ३ . सविस्तर लिहा

१. वेळेचे नियोजन तुम्ही कसे कराल .३०

२. तणाव रहित जीवन तुम्ही कसे जागल

३. संभाषण कौशल्य कसे असावे

४. समूहात तुम्ही कसे वागल.

५. आनंदी राहण्यासाठी तुम्ही काय कराल





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दि. १२/ ११ /२०२१

अहवाल

महाविद्यालयातील शैक्षणिक वर्ष २०१९-२०२० मध्ये मानसशास्त्र विभागामार्फत चालवण्यात येणा-या Short Term कोर्स यामध्ये विविध अभ्यासक्रमाच्या माध्यमातून विविध गोष्टीचे मार्गदर्शन केले जाते. त्याच बरोबर व्यक्तिमत्व विकास कसा. इतरांशी बोलताना आपले व्यक्तिमत्व कसे असावे. बोलीभाषेवर प्रभुत्व कसे असावे या संदर्भात अभ्यासक्रम शिकवण्यात आले. यासाठी १० विद्यार्थ्यांनी भाग घेतला. या कोर्ससाठी विद्यार्थ्यांनी उत्स्फूर्तपणे सहभागी झाले. त्यामध्ये काही विद्यार्थ्यांनी कोर्स संबधात अभिप्राय दिला. या कोर्सच्या माध्यमातून प्रमाणपत्र विद्यार्थ्यांना देण्यात आले. याचा उपयोग विद्यार्थ्यांना भविष्यकाळामध्ये होईल.



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“Education Through Self - Help is our Motto” - Karmaveer

Rayat Shikshan Sanstha's

**Shri Sadguru Gangageer Maharaj Science,
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Kopargaon, Dist. Ahmednagar (M.S.)



Short Term Course

CERTIFICATE OF COMPLETION

This is to Certify that Shri/Kum. _____

of Class _____ has Completed Short Term Course in _____

_____ conducted by the department of _____

during the academic year 201 /201

Course Co-ordinator

Co-ordinator

Principal