

## **ACADEMY FOR PROFESSIONAL DEVELOPMENT**

Our NGM College with a vision of providing employability is engaged in providing quality education to the rural youth and has been growing consistently spreading its wings far and wide to offer a variety of educational program under one roof for over 60 years. In the cherished history of the educational services of NGM College, comes the unique initiative, NGM-APD which comes into existence to enrich and enhance the students' employability and empowerment. Our unique and innovative approach in training will make a student excel as an individual in the industry where he/she wants to shine. Our training begins right from the grass root level which will help molding students in perfect shape and enable them to present and market themselves successfully.

## **SIGNIFICANCE OF ACADEMY FOR PROFESSIONAL DEVELOPMENT [APD]**

Soft skills constitute an immutable need to every company's operations. There are certain soft skills all employees of a company are expected to have regardless of level or position, in order for the company to prosper. Our Department of Academy for Professional Development is a training department to develop the soft skills .Unlike hard skills, which can be proven and measured, soft skills are intangible and difficult to quantify. Some examples of soft skills include analytical thinking, verbal and written communication, and leadership.

Research from the Society for Human Resource Management found that employers actually care more about soft skills than they do technical abilities like reading comprehension and mathematics. One reason soft skills are so revered is that they help facilitate human connections.

## **VISION:**

- Nobody learns from any limitations, it is only our ignorance.
- Gain knowledge of yourself & get over the complex.
- Make the right choice and put the right effort at right time.

## **MISSION:**

- To ensure the students get practical knowledge to fit into business and industry needs.
- It also focuses on the awareness of oneself and live consciously.

## **METHODS USED IN THE PROGRAM**

Practical, relevant and experiential learning methodologies focus on “hand on”, ready to apply tools and techniques to augment training takeaways and long term results. Some or all of the following tools and methodologies will be used in the execution of the program and can and will vary depending on the various factors such as the nature, duration and topics of the program.

The tools used in this program are activities /Conceptual games, audio and video presentation, live demonstration, Q and A/Brain storming sessions, Case studies and questionnaires. The methodologies including the various activities deployed in the program would be customized as best possible to maximize relevance to the students' required learning objectives and desired outcomes. The ultimate objective is to make each class Exciting, Empowering, Energizing, Entertaining and enlightening.

## **ACTIVITIES OF OUR DEPARTMENT**

### **EXTENSION PROGRAM**

1. Half a day Extension Program “Artificial Limb Donation” was organized by Lions clubs of Pollachi associated with Aravind Hospital Coimbatore dated on 26.01.18. Students from our college coordinated and participated in order to enrich their social skill.
2. A Two day Extension Program “RYLA-Rotary Youth Leadership Awards” was organized by Rotary Club of Pollachi on 27<sup>th</sup> and 28<sup>th</sup> of January 2018 in Cots Villa, Sethumadai. Students from our college participated in the event in order to develop their Leadership and Intrapersonal qualities.
3. One day extension program activity “Mentoring the Mentor” was conducted by SIIMS College on 23<sup>rd</sup> February 2018. Mr.Ganesh.P. Arumugam and Mr.Prabakaran from APD department attended the workshop.

4. Mr.Ganesh.P.Arumugam had been invited as a guest speaker for “Vanavil Neram” program, conducted by All India Radio, Coimbatore on 12<sup>th</sup> March 2018. The content of the speech/interview was all about the fundamental skill requirement to the students and youth for their professional development.
5. One day Training program was organized by K.M.G College of Education on title “Teaching Skill development” to their students at the institution campus. The training was given by Mr.Ganesh.P.Arumugam dated on 10<sup>th</sup> April 2018. The main objective of the program was to enhance the overall personality and teaching skills.
6. A half day program titled “Skill Oriented Program” was organized by Sree Ramu College of Arts and Science, Pollachi on 19/06/2018. Our department staff Mr.Ganesh P.Arumugam was invited as a guest speaker. About 300 students participated in this event. The main objective of this program is for the skill development of the students.
7. Half a day Extension Program organized on “Team work and Mind mapping” was given by NGM APD to the students of Government Higher secondary school, Ramachandarapuram, Pollachi on 21/06/2018.The objective of program is for seeding the importance of skill among school students.
8. Half a day Extension Program organized on “Critical Thinking Skills and Time Management” was given by NGM APD to the

students of Oxford Matriculation Higher secondary school Anaimalai, Pollachi on 21/06/2018. The objective of program is for the life skill improvement which synthesis and strengthens the students' life.

9. Half a day Extension Program organized on “Life Orientation Skill Programme” was given by APD to the students of Govt. Higher Secondary School, Komangalam on 19/07/2018. The objective of program is to the life skill improvement.
10. Six half a day Extension Program organized on “Work Culture” was given by NGM APD – Mr.Ganesh P.Arumugam, to the employees of Pinky Life style on 04/08/2018, 12/08/2018, 19/08/2018, 09/09/18, 20/09/18, 02/10/2018 .The objective of program is for the betterment of the work culture among the employees.
11. Half a day Extension Program organized on “Creative Thinking Skills and Time Management” was given by NGM to the children of Gandhi Ashram, Anaimalai on 05/08/2018.The objective of program is for the life skill improvement which synthesis and strengthen the children life.
12. Three days Extension Program “Lion’s club Ortho camp” was organized by Lions club of Pollachi associated with Aavit Institute of Medical Science, where APD coordinated our students to participate in the event from 6.12.2018 to 8.12.2018. The objective of this participation was to develop the social concern and to take part of it.

13. Half a day Extension Program organized on “a skill training program on Value education” was given by NGM APD – Mr. Ganesh.P.Arumugam to the students of Maharishi International School, Pollachi on 31/01/2019.The objective of program is for seeding the importance of skill among school students.
14. Half a day Extension Program organized on “Orientation on core skill for the life enrichment” was given by NGM APD to the family of municipal employees, Pollachi on 2/02/2019.
15. One day extension program activity “Chess Tournament” was organized by APD in association with Lions clubs of Pollachi and Ugam trust to visually challenged people dated on 14.9.19.
16. One day extension program activity “Chess Tournament” was organized by APD in association with Lions clubs of Pollachi and Ugam trust to school students dated on 15.9.19.
17. One day extension program “skill training program on self management and people skills” was organized by APD to Vanavarayar institute of agriculture students dated on 24.9.19.
18. One day extension program “Employability skills towards Best career” was organized by APD to Subash College of arts and science students dated on 30.9.19.
19. One day extension program “one touch of nature” was organized by APD to NGM College students dated on 1.10.19.
20. One day extension program “life skills- adaptability &self management” was organized by APD to Maharishi International School students dated on 11.10.19.

21. Half a day extension program “Self development in Professional Life” was organized by APD to Forest College and Research Institute students, Mettupalayam dated on 26.11.19.
22. One day extension program was organized by APD in association with Sevalayam (NGO) to the students of TNAU, CBE dated on 26.2.22.
23. One of the APD Staffs Mr. Ganesh P. Arumugam has been invited as a Program Judge for “75th Independence Day celebration” conducted by Lions Club of Udumalpet on 14.08.22.
24. Half a day extension program “Soft skill for Life” was organized by APD to MHS School Students dated on 29.12.22.
25. One of the APD Staffs Mr. Ganesh P. Arumugam has been invited as a Chief Guest for the “Product Launch - Hero Zoom 110CC” on 14.02.2023 Organized by RP Moto, Pollachi.
26. One of the APD Staffs Mr. Ganesh P. Arumugam has conducted a training program on title “Smart Start for A Powerful Change - Beyond the Edu: Fit2gether” to the students of Pollachi College of Arts & Science on 21.07.23.
27. One of the APD Staffs Mr. Ganesh P. Arumugam has been invited as a Program Judge for “76th Independence Day celebration” conducted by Lions Club of Udumalpet on 13.08.23.

## **WORKSHOP AND GUEST LECTURES**

1. RYLA – A One day workshop was organized by Mr.Ganesh P.Arumugam, APD in association with Rotary club of Pollachi on 24<sup>th</sup> February 2018. Mr.Ramji Ragavan, Trainer and Moderator of Rotary club, presented a lecture on Empowering the youth. Students from various departments were participated in the event. The main objective of the program is to enhance their intrapersonal skills.
2. Half a day training was organized by Mr.Ganesh P.Arumugam APD department on the topic “Various Methods to overcome barriers in psychology for mind enrichment” on 22<sup>nd</sup> of March 2018. The main objective of the program was to inculcate the knowledge to the students about Psychological Counseling.
3. A Three Days Summer camp-Dexterity 2018 was conducted by Mr.Ganesh P.Arumugam - APD department from 23<sup>rd</sup> to 25<sup>th</sup> April 2018 for the school children to enhance their social and Life skills.
4. A three day voluntary counseling service was rendered by APD department from 21/5/2018 to 23/5/2018 in Mano-Shanthi family counseling centre, Coimbatore. The main objective of this program was to develop Counseling skills.
5. One of the APD Staffs Mr.Ganesan P.Arumugam delivered a lecture on “Induction on Soft Skills” to all First year students in



“Bridge Course” dated 25.06.2018. It was contained the role and significance of skills which is required in life.

6. Half a day Extension Program organized on “Preventing of Smoking and Alcohol Addiction” was given by NGM APD – Mr.Ganesh P.Arumugam, to the students of Government Higher secondary school Vakkampalayam, Pollachi on 11/07/2018 for 60 students. The objective of program is for seeding the awareness among the students about the ill effects of smoking and alcohol.
7. One day Faculty Development Program on “Empowering others and taking ownership- Mentoring the Mentors Program” was organized by Mr.Ganesh P.Arumugam & R.Prabakaran - APD to the newly recruited Faculty members on 21/07/2018. It had gone through the factors which are highly focused on professional approach in the educational system to get higher space.
8. Half a Day guest lecture on “Women Empowerment and Rights” was rendered by Ms.Ponmalar, HR of Integra Automation Pvt.Ltd on 16/8/18 in Abdulkalam Arangam .The Program was organized by APD department. The main objective of the program is to educate the girl students about the rights prevailing in industrial sector.
9. Half a Day guest lecture on “Carrier Opportunities and Importance of Aptitude” was rendered by Mr.Parthiban, on 18/8/18 in Alkondan hall to 100 students. The Program was

organized by APD department. The main objective of the program is to know the strategies to be deployed while attending the Aptitude test.

10. Half a Day quiz program titled “Cognitio” was conducted by the quiz master Mr.Rajmohan, Assistant Professor, SIIMS on 21.08.18. The Program was organized by APD Department. Students from various departments participated in the event. The objective of the program is to evaluate the students’ ability towards business skills.
11. One day Faculty Development Program on “Creating a Perception on Operating Governance at workplace” was organized by APD in association with the Department of human excellence and Placement cell to the newly recruited Faculty members on 24/08/2018. It had gone through the factors which are highly focused on professional approach in the educational system to get higher space.
12. One day training program titled “Enhancing qualities of leadership and team building” was conducted by placement cell and APD department dated on 15/03/2019. 100 Placement student co-coordinators from NGM College were the participants. The main objective of this program is to enhance the leadership skills.
13. One day training program titled ‘Life Skills’ was conducted by Mr.Ganesh.P.Arumugam dated on 22/03/19. Students of Forest College and Research Institute, TNAU, Mettupalayam have

attended the program. The main objective of this program is to enhance the life skills.

14. Two day Chess tournament was conducted by Lions Club of Pollachi in association with Ugam trust, Karur for Visually challenged people which was coordinated by APD Department on 8/9/18 and 9/9/18 in Arutchelvar Arangam. This Program was conducted in order to enable the disabled.
15. Half a Day guest lecture on “Entrepreneurial Development” was rendered by Mr.Srinivasan, Director of Fortune Corporates on 18/9/18 in Alkondan Hall. The Program was organized by APD department. Final year students from various department participated in the event (B.Com, BPS, Finance, B&I). The main objective of the program is to educate and to empower student community about business start-ups and entrepreneurship.
16. One day workshop was organized by Bharathiar University on “Career Orientation and Leadership skills” dated on 26/09/18. Mr.Ganesh.P.Arumugam has participated in the event. The main objective of this program is to enhance the soft skills and to guide through the career opportunities.
17. A Two hours training program titled “World Lions Service Program” was conducted by Lions club of Pollachi dated on 5/10/2018. Mr.Ganesh.P.Arumugam has given an insight regarding soft skills. 30 engineering students from various stream has attended the program. The main objective of this program is to enhance the soft skills.

18. A Half day program titled “Career opportunities in IT and finance sector” was conducted by APD in association with NIIT Limited dated on 12/10/18. Mr.Bharath Sekar, senior executive in NIIT Ltd has given an insight regarding the prospectives of the industries and potential job outlook. 100 students from various stream has attended the program.
19. A Half day program titled “Towards Leadership” was conducted by APD Department in association Lions Club of Pollachi dated on 24/10/18. Mr.K.P.Nallasivam, Assistant Professor from Tanjore University has given a motivational talk for developing the championship of the students. 300 students from various stream has attended the program.
20. APD Conducted 5 days Training program on “Titan LeAP CSR with Naandi Foundation - Communication & Aptitude” for final year students from 24.2.20 to 28.2.20.
21. APD organized one day workshop on “Investors Awareness-A Skill Develop Program from BSE” for final year students on 21.09.21.
22. APD Conducted 16 days Career Counseling program for all final year students from 1.8.22 to 16.8.22.
23. Students Rejuvenation Meeting for MSW Final Year Students was conducted by APD on 12.8.22.
24. APD conducted 25 days “Resume Writing “Training for all final year students from 1.9.22 to 27.9.22.

25. APD conducted 8 days “Staff Selection Commission Training” for students and public from 2.2.23 to 24.2.23.
26. APD conducted 15 days “Resume Writing “Training for all final year students from 8.8.23 to 22.8.23.

## **OTHER EXTENSION ACTIVITIES**

1. A student from Computer science department has undergone the mini-project on the title ‘A Study on Consumer Awareness and Preference towards Cashless transaction and Mobile wallets’ guided by Ms.M.Sowmiya of APD department. A half a day viva session was conducted by Mr.Ganesh.P.Arumugam and Ms.M.Sowmiya on 18.5.2018.
2. APD signed MoU with Lions Club of Pollachi on 15/07/2018 to avail their support in the areas of Field training, Extension services etc., for the benefit of the students.
3. One day campus drive was organized by NIIT in association with APD in Arutchelvar arangam, NGM College on 16/10/18. All 2017&18 passed out students were invited to attend the drive.

4. A Half day program titled “How to be delighted using skills” was given by NGM APD – Mr.Ganesh P.Arumugam dated on 3/11/18 to the students of Tamil Nadu Agricultural University. The main objective of this program is to enhance the soft skills.
5. A Half day program titled “Life skills” was given by NGM APD – Mr.Ganesh P.Arumugam dated on 14/11/18 to the students of Tamil Nadu Agricultural University. The main objective of this program is to enhance the soft skills.
6. A One day field visit was organized by APD in association with PG chemistry department. PG students from chemistry department were taken on a visit to Avitis Institute of medical science on 6/2/19.
7. A One hour rally program was conducted by Mr.Ganesh.P.Arumugam on behalf of APD department as a tribute to the martyrs of Pulwama attack. First year students from history and Tamil along with NCC are participating in this rally. The rally was conducted on 21/2/19 which was from NGM College to Gandhi statue.
8. Half a day training program titled “Effective techniques to be a successful market leader” was conducted by Mr.Ganesh.P.Arumugam dated on 23/2/2019. 50 students from Bharathiar University have attended the program in SRMHS School. The main objective of this program is to enhance the soft skills.

9. One day field visit was organized by APD in association with BBA department. I year students from BBA department were taken on a visit to Apiculture farm, Periyapothu on 26/2/19. The main objective of the program is to develop the entrepreneurial skills.

## **STRENGTH AND OPPORTUNITY**

1. NGM APD is a unique initiative to enrich and enhance the student's employability and spotlight on corporate expectations. We ensure that students are trained with the right set of values and skills for a professional start.
2. Training will be given as a co curriculum for entire three years in all six semesters' graduation and also for Post Graduation level. Exclusive TCS training module is combined with APD syllabus for final year.
3. Main aim is to train the students to get practical knowledge through experiential learning and bringing awareness to the new changing needs of the rapidly growing educational field.
4. High skills mastery due to pragmatic learning and personalized feedback.
5. As the continuous training program to the students, it identifies a sense of pride and responsibility towards themselves to develop their qualities and managerial skills. It shows the strength of APD by substantial growth of students' placement.

6. Bridges gap between corporate and college. The industry requires “all-rounder” who are good at both academics and soft skills.
7. Urging the students not only to get the job but also to develop the sustainability skill.
8. In the emerging trend, people really require the social and life skills for their personal development in the competitive scenario.

## **INNOVATION AND BEST PRACTICES OF APD**

1. NGM APD is a unique initiative to enrich and enhance the student’s employability. It ensures that students are trained with the right set of values and skills for a professional start.
2. Training will be given as a co curriculum for final years in graduation and also for Post Graduation level.
3. Exclusive Corporate training module combined with APD syllabus will be given to final year students (5<sup>th</sup> and 6<sup>th</sup> semester).
4. Main aim is to train the students to get practical knowledge through experiential learning.
5. APD focuses on interpersonal skills, communication skills and management skills as HR departments rate soft skills as some of the most valuable skills they look for when recruitment and selection.
6. Bringing awareness to the new changing needs of the rapidly growing educational field.



7. Making them have a sense of pride and responsibility towards themselves.
8. High skills mastery due to pragmatic learning and personalized feedback.
9. NGM APD conducts summer camp for school students to nurture talents.
10. APD conducts Guest lectures and Train the Trainers programs for trainers to update themselves as well as students' welfare.
11. APD conducts Mock interviews for final year students so that students get ready for campus interviews.
12. Conducting Interactive sessions on Interview process to all 3<sup>rd</sup> year students and PG students.
13. Bridges gap between corporate and college.
14. Soft skills training for the students to enhance employability during future campus selection.
15. It is very hectic task for all the students to get 100% placement. The industry requires "all-rounder" who are not only good at academics but also have the soft skills required by the corporate world. As these students are the future of our nation, they can be made strong through quality soft skills training as required by the corporate world.
16. Training the students not only to get the job but also to develop the sustainability skill.
17. Training the faculties to improve their personal and professional skills.

18. Taking students to the corporate level while studying in college. For instance – explaining through case studies.
19. Developing students' innovative skills and creativity in all aspects.
20. Making students to come out of fear and shyness after various sessions.
21. Training them by motivation to improve their attitude, creativity.
22. Training by various activities they learn to think and work on their own.
23. Training individuals to be resourceful, ethical and good communicators as per the expectations of the corporate.

## **PROGRAM MODULE**

### **TOPICS**

- ✓ Managerial Communication & Positive Thinking
- ✓ Decision making & Problem solving
- ✓ Goal setting & Mind Mapping
- ✓ Creativity and Innovation
- ✓ Talent & Stress Management
- ✓ Motivation, SWOT & Self Esteem
- ✓ Conflict and Time Management
- ✓ Intra & Inter Personal Skills
- ✓ Etiquette in LSRW, Polite yet Assertive, Empathy & Discourse analysis
- ✓ Leadership, Presentations & Managerial Skills
- ✓ Group Discussion & Emotional Intelligence
- ✓ Impression Management & Team Building

- ✓ Campus to Corporate & Office Hospitality
- ✓ Professional & Entrepreneurial skills
- ✓ Grooming Etiquette & Interview Skills
- ✓ Resume Building & Career Road Map
- ✓ Aptitude

## **MILESTONE OF ACADEMY FOR PROFESSIONAL DEVELOPMENT [APD] – SKILL BASED TRAINING PROGRAM**

- ✓ Students have improved and shown the growth in the areas of Analytical and Verbal ability in terms of core skill.
- ✓ Identified the different students' layer on the basis of skill level and mapping them to the industries which give results in placement with market coverage.
- ✓ Reduced the gap between employer and students.
- ✓ Program has witnessed in the course of life of the students' by showing their Professional approach.
- ✓ It shows the results by increasing the mileage in placement.
- ✓ Our training program is focused on ethics and morals towards the holistic development of students' society which leads to get expertise in problem solving, technical, managerial and transforming skills.
- ✓ Training gives necessary skills to build confidence to face interviews with poise.

## **CONSULTANCY SERVICES**

- ✓ **Employee Training** given by Ganesh P Arumugam to the Customer Service, Retention & Marketing Department of RP Motors - Hero MotoCorp, Pollachi on 10.07.21 titled “iCan Center - Learning Horizon towards Uphill skills in Work Etiquette”.
- ✓ **Business Development Consultancy** given by Ganesh P Arumugam to the Senior Territory Manager & Team of Edelweiss Tokio Life, Coimbatore on 26.07.21 titled “BDI - Business Development Ideas”.
- ✓ **Business Development Consultancy** given by Ganesh P Arumugam to the Operations Manager & Marketing Team of Star Angel General Maintenance & Cleaning, Abu Dhabi, UAE on 07.08.21 titled “Business Operating Governance – CRM”.
- ✓ **Employee Training** given by Ganesh P Arumugam to the Sales & Marketing Team of Green Tech Bio, Corporate HO, Pollachi on 16.08.21 titled “Training for Elite performance in 21st Century”.

D G Prabhu <DG.Prabhu@edelweisstokio.in>  
To: "paganesh123@gmail.com" <paganesh123@gmail.com>  
Cc: Shyampraveen Ravi <Shyampraveen.Ravi@edelweisstokio.in>

Sat, Jul 31, 2021 at 4:55 PM

**BUSINESS DEVELOPMENT IDEAS AS CONSULTANCY SERVICE**

To

The Principal

Nallamuthu Gounder Mahalingam (NGM) College

Pollachi



Respected Sir,

This is the pleasure to appreciate **Mr. Ganesh P Arumugam, Head – Training & Development, Department of Academy for Professional Development from Nallamuthu Gounder Mahalingam (NGM) College, Pollachi** for being the Business Consultant and offering his consultancy service to our company by giving ideas strategically for the development of our business in the market through recruiting financial consultants on title "BDI – Business Development Ideas – A Step up for Booming Business" dated 26.07.2021 (Monday). His experience based input was a real augmentation to our employees towards their business growth. We are thankful for his presence and giving ideas over the service will help our employees for enhancing their business in the competitive environment.

We are appreciating him by giving Rs. 12,000/- (Rupees Twelve Thousand only) as honorarium for providing his consultancy service to our company.

We look forward to his continuous support.

Thanks & Regards,

**Prabhu DG**

Territory Manager | Coimbatore



Internal



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## **GREEN TECH BIO**

A Complete Solution For The Entire Crops

16 08 2021

### SKILL BASED TRAINING PROGRAM AS CONSULTANCY SERVICE

To

The Principal  
Nallamuthu Gounder Mahalingam (NGM) College  
Pollachi

Dear Sir,

We place on record our sincere appreciation to **Mr. Ganesh P Arumugam, Head – Training & Development, Department of Academy for Professional Development from Nallamuthu Gounder Mahalingam (NGM) College, Pollachi** for being the resource person and offering his consultancy service to our organization by giving wonderful training program to our employees on title "Training for Elite Performance in 21<sup>st</sup> century" dated 16 08 2021 (Monday). His enthusiasm coupled with his experience was a real boost to our employees. We are thankful for the rich input that will help our employees to recall and relearn these principles for enhancing their skills in work environment.

We are granting Rs. 5,000/- (Rupees Five Thousand only) as honorarium for providing his consultancy service to our organization.

We look forward to his continuous support and consultancy service.

Thanking you,

With regards,

Company Authorized Signatory

  
Company seal

**GREEN TECH BIO**

AGM Complex, Muthusamy Street,  
Raja Mill Road, Pollachi - 642 001.  
GSTIN : 33ACQP8831G1ZG





# PCAS

## POLLACHI COLLEGE OF ARTS AND SCIENCE

Recognized by UGC with 2(f) & 12 (B) and Affiliated to Bharathiar University *sky is the limit*  
132/5-B Dharapuram Main Road, Poosaripatti, Pollachi, Coimbatore-642 205

Mobile : 95009 06146, 96884 45777

Email : principal@pcas.edu.in; Website : www.pcas.edu.in

A. K. Rathinam  
Chairman

Dr. R. Sivasubramanian Ph.D.  
Managing Trustee

R. Ilango M.Sc.  
Treasurer

Dr. G. Arulmozhi Ph.D.  
Secretary

K. Mahendran M.E., MBA.  
Correspondent

July 21, 2023

### CERTIFICATE

We place on record our sincere appreciation to Mr. Ganesh P Arumugam, Head – Department of Academy for Professional Development (APD) from Nallamuthu Gounder Mahalingam (NGM) College, Pollachi for being the resource person and offering his service to our institution by giving training program to our students on title "Smart Start for A Powerful Change – Beyond the Edu: Fit2gether" dated 21.07.2023 (Friday). His enthusiasm coupled with his experience was a real boost to our students. We are thankful for the rich input that will help our students to recall and relearn these principles for enhancing their skills with regard to the professional life in future. We look forward to his continuous support.

We are giving Rs. 2500/- as honorarium for providing his consultancy service to our institution.



Principal

**PRINCIPAL**

Pollachi College of Arts and Science  
Poosaripatti, Pollachi - 642 205





ستار اينجل الصيانة العامة والتنظيف  
*Star Angel* General Maintenance and Cleaning

To

The principal  
Nallamuthu Gounder Mahalingam (NGM) College  
Pollachi - 2

Dear Sir,

**Sub: - Business Operating Governance (CRM) as Consultancy Service**

We are appreciating **Mr. Ganesh P Arumugam, Head – Training & Development, Department of Academy for Professional Development from Nallamuthu Gounder Mahalingam (NGM) College, Pollachi** for being the Business Consultant and offering his consultancy service to our company by giving process guidelines on business operations related to CRM for client data enrichment of our business. He has wonderfully handled the session on title "Business Operating Governance – Client Relationship Management" dated 07.08.2021 (Saturday). We are thankful for his presence and sharing ideas will help our business for its substantial growth in the market via client orientation.

**We are honoring him by giving 1000 AED (20,000 INR- Rupees Twenty Thousand only) for providing his consultancy service to our company.**

We look forward to his continuous support.

Thanking you,

With warm regards,

VINOTH KUMAR GANESAN

OPERATION MANAGER



PO Box # 12868, Office No. 903/14, Tower 2, Mazyad Mall, MBZ City, Abu Dhabi, UAE

Land Line: 02-5549610 Mobile: 056 3268656 | Email: info@starangelgmc.com





**The RP Motors**

Authorised Dealer

GSTIN : 33AABFT2724K1ZB



10.07.2021

**SKILL BASED TRAINING PROGRAM AS CONSULTANCY SERVICE**

To

The Principal  
Nallamuthu Gounder Mahalingam (NGM) College  
Pollachi

Dear Sir,

We place on record our sincere appreciation to **Mr. Ganesh P Arumugam, Head – Training & Development, Department of Academy for Professional Development from Nallamuthu Gounder Mahalingam (NGM) College, Pollachi** for being the resource person and offering his consultancy service to our organization by giving wonderful training program to our employees on title "iCan Center – Learning Horizon towards uphill skills in Work etiquette" dated 10.07.2021 (Saturday). His enthusiasm coupled with his experience was a real boost to our employees. We are thankful for the rich input that will help our employees to recall and relearn these principles for enhancing their skills in work environment.

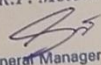
**We are granting Rs. 3,000/- (Rupees Three Thousand only) as honorarium for providing his consultancy service to our organization.**

We look forward to his continuous support and consultancy service.

Thanking you,

With regards,

*For The R.P. Motors*

  
General Manager

# DEPARTMENT OF ACADEMY FOR PROFESSIONAL DEVELOPMENT

## ACTIVITY PICTURES













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