ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource of facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.
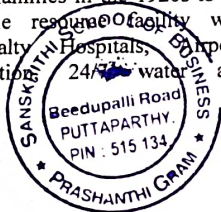
Program highlights:

- **Effective Office Management:** Develop strategies for managing administrative tasks, coordinating schedules, and optimizing resources.
- **Efficient Document Management:** Master document handling, filing systems, and electronic record management to ensure easy retrieval and secure data management.
- **Advanced Technology Skills:** Explore software and tools to enhance productivity, such as project management software, communication platforms, and office productivity suites.
- **Customer Service Excellence:** Learn best practices for providing exceptional customer service, handling inquiries, and resolving issues with professionalism and empathy.
- **Problem-Solving and Decision-Making:** Enhance your ability to analyze situations, make informed decisions, and solve problems effectively to contribute to organizational success.

Venue:

Shanthi Digital Classroom

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

Sanskrithi School of Business

Puttaparthi

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

Enhancing Administrative Skills for Non-Teaching Staff

Date

9th February 2017

CO-ORDINATOR
Dr. Parveen

Department of MBA
Sanskriti School of Business
Puttaparthi

ORGANIZEDBY

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Enhance Efficiency: Develop strategies and techniques to streamline administrative processes, improve workflow, and maximize productivity.
- Master Time Management: Learn effective time management techniques, prioritize tasks, and optimize your schedule for optimal performance.
- Improve Organizational Skills: Acquire methods for efficient record-keeping, file management, and information organization to maintain order and accessibility.
- Communication Excellence: Enhance your written and verbal communication skills, ensuring effective interaction with colleagues, clients, and stakeholders.
- Professionalism and Etiquette: Cultivate a professional demeanor, etiquette, and interpersonal skills to build positive relationships and represent your organization with confidence.

PROGRAM MODULES

- Expert Trainers: Our program is delivered by experienced administrative professionals who have excelled in their respective fields, providing practical insights and guidance.

- Interactive Workshops: Engage in interactive sessions, case studies, role-plays, and group discussions to apply your learning in real-life scenarios.

- Hands-On Practice: Participate in practical exercises and simulations to strengthen your administrative skills and boost your confidence.

- Peer Learning: Connect with fellow non-teaching professionals in similar roles, exchange ideas, and build a supportive professional network.

- Continuous Support: Benefit from post-program support, access to resources, and ongoing mentorship opportunities to reinforce your learning and growth.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

CONTACT US

Sankrithi School of Business
Puttaparthi
Andhra Pradesh-515134,
Ph. No:9100974538
Email: www.sseptp.org

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program Overview:

The English Language Training Program for Non-Teaching Faculty is designed to enhance the English language skills of non-teaching staff members at Sankrithi School of Business. This comprehensive program aims to equip participants with the necessary tools and techniques to

effectively communicate in English, both in professional and personalsettings.

Unlock Your

Communication

Potential!

Venue:

Santhi Digital classroom

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

English Communication Training Program for Non-Teaching Staff

Date

26-11-2021

CO-ORDINATOR
D Nagamani

Department of MBA
Sankrithi School of Business
Puttaparthi

ORGANIZEDBY

Dr. Balakeleswal

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

Department of HAS,
SankrithiEngineerin
g College
,Puttaparthi

PROGRAM BENEFITS
- Improved Communication Skills: Enhance your ability to communicate fluently and confidently in English, enabling you to express your ideas more effectively.
- Increased Professionalism: Develop a polished and professional communication style, improving your interactions with students, colleagues, and other stakeholders.
- Expanded Job Opportunities: Strengthen your language proficiency, opening doors to advancement and career growth within the college.
- Enhanced Confidence: Overcome language barriers and boost your self-assurance when engaging in English conversations, presentations, and meetings.
- Personal Development: Acquire essential language skills for everyday life, enabling you to engage more comfortably in social settings and cultural exchanges.

PROGRAM MODULES
Improved Communication Skills: Enhance your ability to communicate fluently and

confidently in English, enabling you to express your ideas more effectively.

- Increased Professionalism: Develop a polished and professional communication style, improving your interactions with students, colleagues, and other stakeholders.
- Expanded Job Opportunities: Strengthen your language proficiency, opening doors to advancement and career growth within the college.
- Enhanced Confidence: Overcome language barriers and boost your self-assurance when engaging in English conversations, presentations, and meetings.
- Personal Development: Acquire essential language skills for everyday life, enabling you to engage more comfortably in social settings and cultural exchanges.

Who should attend:

This program is designed for non-teaching faculty members who wish to enhance their English language skills and improve their overall communication abilities. It is suitable for individuals at all proficiency levels, from beginners to intermediate learners.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our

program   coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at Sankrithi School of Business

ONTACT US
SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

ABOUT THE COLLEGE
Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba.

Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Introduction to ERP
- ERP Implementation
- ERP Modules and Features
- ERP System Navigation and Usage
- ERP Best Practices

Venue:

Computer Lab

Sanskrithi School of Business

Puttaparthi

Dr Balakrishnan

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

ERP Training Program for Non-Teaching Staff

Date

15-08-2018

CO-ORDINATOR
Dr. Parveen

Department of MBA
Sankrithi School of Business
Puttaparthi

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Increased proficiency in navigating and using the ERP system.
- Enhanced understanding of ERP functionalities and modules
- Improved productivity and efficiency in performing daily tasks.
- Streamlined business processes for better resource utilization.
- Reduced errors and enhanced data accuracy
- Confidence in adapting to system changes and updates.

PROGRAM MODULES

- . Financial Management (e.g., accounting, budgeting, financial reporting)
- Supply Chain Management (e.g., procurement, inventory management, logistics)
- Human Resource Management (e.g., payroll, performance management, employee self-service)
- Customer Relationship Management (e.g., sales, marketing, customer service)

Who should attend:

This program is designed for non-teaching faculty members who wish to enhance ERP techniques and improve their overall abilities on ERP. It is suitable for individuals at all proficiency levels, from beginners to intermediate learners.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at SANKRITHI SCHOOL OF BUSINESS!

CONTACT US
SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

PRINCIPAL

Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
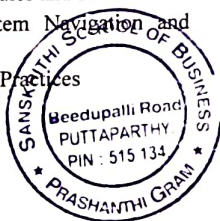PUTTAPARTHI - 515134,
Ananthapuramu (Dt).A.P.

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI

DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Introduction to ERP
- ERP Implementation
- ERP Modules and Features
- ERP System Navigation and Usage
- ERP Best Practices

Venue:

Computer Lab

Sanskrithi School of Business

Puttaparthi

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

ERP Training Program for Non-Teaching Staff

Date

19-08-2020

CO-ORDINATOR
Dr. Parveen
Department of MBA
Sankrithi School of Business

Dr. Balakotenon

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

Puttaparthi
ORGANIZEDBY
Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Increased proficiency in navigating and using the ERP system.
- Enhanced understanding of ERP functionalities and modules
- Improved productivity and efficiency in performing daily tasks.
- Streamlined business processes for better resource utilization.
- Reduced errors and enhanced data accuracy
- Confidence in adapting to system changes and updates.

PROGRAM MODULES

- . Financial Management (e.g., accounting, budgeting, financial reporting)
- Supply Chain Management (e.g., procurement, inventory management, logistics)
- Human Resource Management (e.g., payroll, performance management, employee self-service)
- Customer Relationship Management (e.g., sales, marketing, customer service)

Who should attend:

This program is designed for non-teaching faculty members who wish to enhance ERP

techniques and improve their overall abilities on ERP. It is suitable for individuals at all proficiency levels, from beginners to intermediate learners.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at SANKRITHI SCHOOL OF BUSINESS!

CONTACT US
SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Introduction to ERP
- ERP Implementation
- ERP Modules and Features
- ERP System Navigation and Usage
- ERP Best Practices

Venue:

Computer Lab

Dr. Balaketeswal

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

Sanskrithi School of Business

Puttaparthi

SSB

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

ERP Training Program for Non-Teaching Staff

Date

19-12-2019

CO-ORDINATOR
Dr. Parveen

Department of MBA
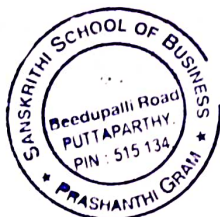Sanskrithi School of Business
Puttaparthi

ORGANIZEDBY

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Increased proficiency in navigating and using the ERP system.
- Enhanced understanding of ERP functionalities and modules
- Improved productivity and efficiency in performing daily tasks.
- Streamlined business processes for better resource utilization.
- Reduced errors and enhanced data accuracy
- Confidence in adapting to system changes and updates.

PROGRAM MODULES

- . Financial Management (e.g., accounting, budgeting, financial reporting)
- Supply Chain Management (e.g., procurement, inventory management, logistics)
- Human Resource Management (e.g., payroll, performance management, employee self-service)
- Customer Relationship Management (e.g., sales, marketing, customer service)

Who should attend:

This program is designed for non-teaching faculty members who wish to enhance ERP techniques and improve their overall abilities on ERP. It is suitable for individuals at all proficiency levels, from beginners to intermediate learners.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at SANKRITHI SCHOOL OF BUSINESS!

CONTACT US
SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

SSB

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

ERP Finance Training Program for Non-Teaching Staff

Date: 15-09-2020

CO-ORDINATOR
Dr. A Srinivasan

Department of MBA
Sankrithi School of Business
Puttaparthi

ORGANIZEDBY

Department of MBA
Sankrithi School of Business
Puttaparthi

Dr. Balakrishnan

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Introduction to ERP
- ERP Implementation
- ERP Modules and Features
- ERP System Navigation and Usage
- ERP Best Practices

Venue:

Computer Lab

Sanskrithi School of Business

Puttaparthi

PROGRAM BENEFITS

- Increased proficiency in navigating and using the ERP system.
- Enhanced understanding of ERP functionalities and modules
- Improved productivity and efficiency in performing daily tasks.
- Streamlined business processes for better resource utilization.
- Reduced errors and enhanced data accuracy
- Confidence in adapting to system changes and updates.

PROGRAM MODULES

- . Financial Management (e.g., accounting, budgeting, financial reporting)
- Supply Chain Management (e.g., procurement, inventory management, logistics)
- Human Resource Management (e.g., payroll, performance management, employee self-service)
- Customer Relationship Management (e.g., sales, marketing, customer service)

Who should attend?

This program is designed for non-teaching faculty members who wish to enhance ERP techniques and improve their overall abilities on ERP. It is suitable for individuals at all proficiency levels, from beginners to intermediate learners.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sanskrithibschool.com/ or contact our program coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at Sankrithi School of Business!

Dr. Balakdeswan

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A :-

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Introduction to Library ERP Systems
- Library Management Processes and Automation
- Patron Services and User Experience
- Analytics and Reporting for Data-Driven Decisions
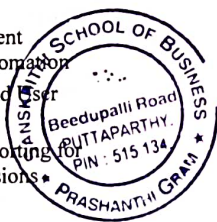
Venue:

Computer Lab

Sanskrithi School of Business

Puttaparthi

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

ERP Library Management Training Program for Non-Teaching Staff

Date

15-07-2019

Dr. Balakoteswari

PRINCIPAL

CO-ORDINATOR
Dr. Parveen

Sanskrithi School of Business,
Beedupalli Road, Prasanthigram
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

Department of MBA
Sanskrithi School of Business
Puttaparthi

ORGANIZEDBY

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Acquire the knowledge and skills to implement and manage a library ERP system effectively.
- Enhance library workflows and optimize resource utilization.
- Improve patron services and user experience through technology-driven solutions.
- Stay updated with the latest trends and best practices in library management.
- Network with fellow library professionals and experts in the field.

PROGRAM MODULES

- Understanding the significance of ERP in library management
- Exploring the key features and functionalities of library ERP systems
- Benefits and advantages of adopting an ERP solution in your library.
- Analyzing and optimizing library workflows
- Automation of cataloging, acquisitions, circulation, and inventory management
- Implementing efficient book reservation and interlibrary loan systems

- Leveraging data analytics to gain insights into library operations.
- Generating reports for resource utilization, circulation patterns, and more
- Utilizing data to optimize collection development and strategic planning.

Who should attend:

- Librarians and information professionals
- Library administrators and managers
- Library support staff
- IT professionals working in library environments.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Excel Fundamentals
- Data Entry and Manipulation
- Data Analysis and Visualization
- Advanced Excel Techniques

Venue:

Computer Lab

Sanskrithi School of Business

Puttaparthi

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

Excel Training Program for Non-Teaching Staff

Date

15-03-2019

CO-ORDINATOR
Ms. D Nagamani

Department of MBA
Sankrithi School of Business
Puttaparthi

Dr. Balakoteroan

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

ORGANIZEDBY

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Gain a solid understanding of Excel's core functionalities and features.
- Learn practical techniques to streamline data entry and manipulation.
- Master essential formulas and functions for data analysis.
- Create dynamic charts and visual representations of data.
- Improve efficiency through automation and time-saving shortcuts.

PROGRAM MODULES

- Navigating the Excel interface and understanding workbook structure
- Working with cells, rows, columns, and ranges
- Formatting data for clarity and visual appeal
- Efficient data entry techniques and shortcuts
- Sorting, filtering, and advanced data manipulation, Validating data and using data forms

Who should attend:

- Professionals seeking to enhance their Excel skills for better job performance.
- Students and graduates looking to strengthen their employability.
- Business owners and entrepreneurs
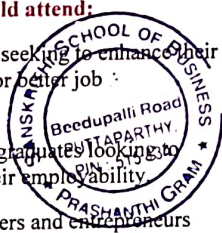
seeking to analyze and visualize data.

- Anyone interested in harnessing the power of Microsoft Excel.

REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

CONTACT US
SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

ABOUT THE COLLEGE
Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of

development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human life and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program highlights:

- Leadership Development: Discover and cultivate your leadership potential, learn effective communication and interpersonal skills, and develop strategies for managing teams.
- Project Management: Gain essential project management skills, learn to plan, execute, and monitor projects effectively, and improve your ability to meet deadlines and deliver successful outcomes.
- Communication and Presentation Skills: Enhance your communication skills, both written and verbal, and improve your ability to deliver impactful presentations that captivate your audience.
- Time Management and Productivity: Learn techniques for prioritizing tasks, managing your time efficiently, and maximizing your productivity to achieve optimal results.

Venue:

Shanthi Digital Class Room

Sanskrithi School of Business

Puttaparthi

SANKRITHI SCHOOL OF BUSINESS
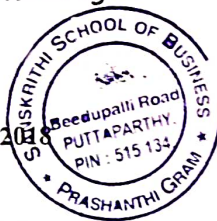
PUTTAPARTHI

ONEDAY

Training Program on Skill Enhancement and Capacity Building for Non-teaching staff

Date

9th&10th April 2018

CO-ORDINATOR
Ms. D Nagamani

Department of MBA
Sankrithi School of Business
Puttaparthi

ORGANIZEDBY

Department of MBA,
Sanskriti School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Diversify Your Skill Set: Acquire a wide range of transferable skills that will strengthen your professional profile and open new opportunities.
- Stay Relevant: Keep pace with the changing demands of the workplace and stay up to date with the latest trends and technologies.
- Boost Your Confidence: Develop the confidence and competence needed to take on new responsibilities and tackle challenges with ease.
- Expand Your Network: Connect with like-minded professionals, mentors, and experts to broaden your professional network and gain valuable insights.
- Career Advancement: Position yourself for career advancement within your organization or explore new avenues for growth and progression.
- .

PROGRAM MODULES

- Diversify Your Skill Set: Acquire a wide range of transferable skills that will strengthen your professional profile and open up new opportunities.
- Stay Relevant: Keep pace with the changing demands of the workplace and stay up-to-date with the latest trends and technologies.
- Boost Your Confidence: Develop the confidence and competence needed to take on new responsibilities and tackle challenges with ease.
- Expand Your Network: Connect with like-minded professionals, mentors, and experts to broaden your professional network and gain valuable insights.
- Career Advancement: Position yourself for career advancement within your organization or explore new avenues for growth and progression.

- **REGISTRATION DETAILS:**

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https:PUTTAPARTHI-515 134. our program coordinator Ananthapuramu (Dt.) A.P.

Dr. Balakrishnan
PRINCIPAL
Sanskrithi School of Business
Beedupalli Road, Prashanthigram
PUTTAPARTHI-515 134

ABOUT THE COLLEGE

Sanskrithi School of Business is in Puttaparthi, the center of the newly formed SATHYA SAI DISTRICT. Before this new development, Puttaparthi has always been one of the most well-known Global spiritual villages over the century with the blessings of Bhagawan Sri Sathya Sai Baba.

Prashanthi Nilayam or "The Abode of Peace", draws millions of devotees from all corners of the world. The edifice of development – spiritual, social, and economic – was a well thought out splendor-built brick by brick, through unconditional Love, special attention, and sacrifice of Bhagawan Sri Sathya Sai Baba. Some of the model institutional structures were developed in education, health and water supply being the necessities of human civil and progress. Puttaparthi has grown from a humble village of 20 families in the 1920s to the most amicable resource facility with Super Specialty Hospitals, Airport, Railway Station, 24/7 water and electricity.

Program Overview:

- Effective Communication Skills
- Interpersonal Skills
- Customer Service Excellence
-

Venue:

Santhi Digital classroom

SANKRITHI SCHOOL OF BUSINESS

PUTTAPARTHI

ONEDAY

Soft Skills for Professional Effectiveness Training for Non-Teaching Staff

Date

27-01-2018

CO-ORDINATOR
D Nagamani

Department of MBA
Sanskrithi School of Business
Puttaparthi

ORGANIZEDBY
Department of MBA,
Sanskrithi School of Business
College, Puttaparthi

PROGRAM BENEFITS

- Improved Communication Skills: Enhance your ability to communicate fluently and confidently in English, enabling you to express your ideas more effectively.
- Increased Professionalism: Develop a polished and professional communication style, improving your interactions with students, colleagues, and other stakeholders.
- Expanded Job Opportunities: Strengthen your language proficiency, opening doors to advancement and career growth within the college.
- Enhanced Confidence: Overcome language barriers and boost your self-assurance when engaging in English conversations, presentations, and meetings.
- Personal Development: Acquire essential language skills for everyday life, enabling you to engage more comfortably in social settings and cultural exchanges.

Dr. Balakrishnan

PRINCIPAL
Sanskrithi School of Business
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.

PROGRAM MODULES

- Improved Communication Skills: Enhance your ability to communicate fluently and confidently in English, enabling you to express your ideas more effectively.
- Increased Professionalism: Develop a polished and professional communication style, improving your interactions with students, colleagues, and other stakeholders.
- Expanded Job Opportunities: Strengthen your language proficiency, opening doors to advancement and career growth within the college.
- Enhanced Confidence: Overcome language barriers and boost your self-assurance when engaging in English conversations, presentations, and meetings.
- Personal Development: Acquire essential language skills for everyday life, enabling you to engage more comfortably in social settings and cultural exchanges.

Who should attend

This program is designed for non-teaching faculty members who wish to enhance their English language skills and improve their overall communication abilities. suitable for individuals at all proficiency levels, from beginners to intermediate learners.
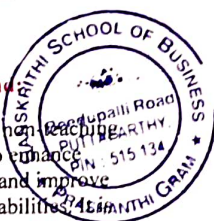
REGISTRATION DETAILS:

To secure your place in the English Language Training Program for Non-Teaching Faculty, please visit our website at https://www.sseptp.org/ or contact our program coordinator.

DECLARATION

Invest in your professional development and unleash your communication potential with our English Language Training Program for Non-Teaching Faculty at SANKRITHI SCHOOL OF BUSINESS!

CONTACT US

SANKRITHI SCHOOL OF BUSINESS
Puttaparthi
Andhra Pradesh-515134
Ph. No:9100974538
Email: www.sseptp.org

Dr. Bala Ketesoar

PRINCIPAL
Sanskrithi School of Business,
Beedupalli Road, Prasanthigram,
PUTTAPARTHI - 515134,
Ananthapuramu (Dt.) A.P.