

**UNIVERSITY OF AGRICULTURAL SCIENCES, BANGALORE**  
College of Agriculture, GKVK, Bangalore -65

No. Dean (Agri.)/ELP/HoT/FSP/Sem. II/ 2022-23/ *122*

30.03.2023

**OFFICE ORDER**

**Sub:** Organizing the Finishing School Program (FSP) for all IV B.Sc. (Hons.) Agriculture, B.Sc. (Hons.) Agmaco. and B. Tech (Agri. Engg.) students of College of Agriculture, GKVK, Bengaluru during VIII Semester of 2022-23 – reg.

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The FSP for moulding the personality of individual students by imparting the domain general and domain specific skill training to ensure an individual student to attain correct balance between the practical work experience and theoretical studies. FSP also elevates the students confidence level, nurtures the art of decision making and makes an effort to inculcate a smarter attitude which is very much essential to accomplish a higher professional growth to lead a corporate world in future. FSP for final year UG students for 5+1 days duration to fine tune their soft skills and build their self confidence and self awareness focussing towards employability. The details of guidelines and topics of training program to be covered during FSP, 2022-23 are given below.

**1. Guidelines for conducting FSP by CoA, GKVK, Bengaluru during VIII Semester of 2022-23**

- a. FSP is of 5 days training program on different topics and 1 day examination shall be conducted and grading shall be done as Satisfactory/Non -Satisfactory.
- b. Attendance is compulsory.
- c. Participants with shortage of attendance will not be given “no dues” at the time of completion of degree.

**2. Details of the topics to be covered during 5 days FSP from 24.4.2023 to 29.4.2023**

Day	Date	Morning Session		Afternoon Session	
		Time	Topic	Time	Topic
1	24.4.23	9.00 am	Introduction of soft skills	1.00 pm	Communication and leadership skills
2	25.4.23	9.00 am	Preparation for interviews	1.00 pm	Personal presentation skills and group discussion
3	26.4.23	9.00 am	Time and stress management	1.00 pm	Planning, decision making and prioritization
4	27.4.23	9.00 am	Basics of professional writing skills	1.00 pm	Reports and research articles writing skills
5	28.4.23	9.00 am	Entrepreneurship development – Concepts of entrepreneur and entrepreneurship	1.00 pm	Entrepreneurship development – Importance of planning, budgeting, monitoring, evaluation and follow up in running an enterprise
6	29.4.23	9.30 am	FSP Exam (MCQ for 100 marks)		

The respective EL/HoT course teachers have to inform all the students to participate and take attendance before start of each session everyday during the period of FSP.

*[Signature]*  
**Dean (Agri.)**

**Cs to:** Director of Education, UASB, GKVK, Bengaluru for kind information.

**Cc to:**

1. Special Officer, College of Agricultural Engineering, GKVK, Bengaluru for information.
2. Head, Institute of Agri Business Management, GKVK, Bengaluru for information.

**Copy to:**

1. Dr. C. Seenappa, Professor and Coordinator, ELP/HoT, CoA, GKVK, Bengaluru for needful action.
3. All respective HoD's and HoT course teachers for necessary action.
4. Assistant Comptroller, CoA, GKVK, Bengaluru for needful action.
5. Assistant Registrar, CoA, GKVK, Bengaluru for needful.
6. File

**Dean (Agri.)**  
College of Agriculture  
UAS, GKVK, Bangalore-560 065