

**Guidance for competitive examinations for  
Academic Year  
2019-20**

# **Reasoning for Competitive Examinations 2019-20**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

## Syllabus for 30 Day Syllabus for the course "Reasoning for Competitive Examinations" for the Academic Year 2019-20

### Course Objectives

1. To develop essential logical reasoning skills for competitive examinations.
2. To improve problem-solving speed and accuracy in both verbal and non-verbal reasoning.
3. To help students approach reasoning questions systematically and confidently.

### Course Outcomes

1. Solve verbal and non-verbal reasoning problems with greater accuracy and speed.
2. Apply logical reasoning techniques to various competitive exam questions.
3. Build confidence in handling reasoning sections effectively.

### Unit 1: Verbal Reasoning


1. **Syllogisms** - Basic concepts and Venn diagrams for conclusions.
2. **Coding-Decoding** - Number and letter coding techniques.
3. **Blood Relations** - Family relationships and understanding puzzles.
4. **Seating Arrangements** - Linear and circular seating arrangements.
5. **Direction Sense** - Solving direction-based movement problems.


### Unit 2: Non-Verbal Reasoning

1. **Series Completion** - Identifying patterns in number and image series.
2. **Mirror and Water Images** - Recognizing reflected images.
3. **Analogy and Classification** - Solving visual analogies and classification problems.

**Embedded Figures** - Identifying hidden figures in larger images.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📠 : +91 75690 34175

## Report on the 30-Day Course: "Reasoning for Competitive Examinations" for the Academic Year 2019-2020

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Dates	: 08-09-2019 – 08-10-2019
Students Participated	: 173

The "Reasoning for Competitive Examinations" course was conducted over a 30-day period as part of the institution's ongoing efforts to enhance students' logical reasoning and problem-solving abilities. The course was designed to provide students with the essential skills required for performing well in competitive examinations, where reasoning plays a critical role. Organized by the **Competitive Examinations and Career Counselling Cell** in collaboration with the **Department of Mathematics**, the course offered a focused and structured approach to mastering both **verbal** and **non-verbal reasoning** techniques.

A total of **173 students** enrolled in the course, and the sessions were highly interactive. The course methodology included lectures, group discussions, practical problem-solving exercises, and weekly quizzes to assess student progress. The students demonstrated enthusiasm and active participation throughout, solving problems individually and in groups. The interactive nature of the course contributed to a highly engaging learning experience.

Student feedback at the end of the course was overwhelmingly positive. Many students expressed that they found the course extremely helpful in breaking down complex reasoning problems into manageable steps. One student mentioned, "The course made complex reasoning problems seem simple, especially the syllogism and blood relation topics." Others praised the practical approach and the balance between verbal and non-verbal reasoning, which helped them develop a more rounded approach to reasoning questions. Some students requested more advanced practice problems and additional mock tests to simulate real exam conditions. A few others suggested including a review session prior to the final mock test to address any remaining doubts.

Based on the feedback and the overall success of the course, it is recommended that future courses include advanced problem sets, additional mock tests, and review sessions to further improve students' readiness for competitive exams. Incorporating video tutorials or supplementary resources for self-paced learning could also add value to the program. The course has proven to be an effective preparation tool, and expanding such programs in future academic years would be beneficial for students.

"Reasoning for Competitive Examinations" course successfully achieved its goal of enhancing students' logical reasoning skills, enabling them to approach reasoning questions confidently and efficiently. The practical and engaging teaching methods helped students sharpen their problem-solving abilities, which will prove valuable in both academic and competitive exam settings.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Athematic Ability for Competitive Examinations 2019-20**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Syllabus for "Basic Course in Arithmetic Ability"

for the Academic Year 2019-20

Course Duration: 30 Days

#### Course Objectives

- To develop foundational arithmetic skills for solving real-world and competitive examination problems.
- To improve accuracy and speed in mathematical calculations.
- To enable learners to approach quantitative problems logically and confidently.
- To lay the groundwork for advanced mathematical and analytical studies.

#### Course Outcomes

- Apply arithmetic concepts to solve practical problems effectively.
- Demonstrate improved calculation speed and accuracy.
- Develop logical reasoning and problem-solving strategies.
- Build confidence in handling quantitative aptitude tests and everyday math challenges.

#### Unit 1: Fundamental Arithmetic Concepts

- **Number Systems** - Natural, Whole, Integers, Rational, and Irrational Numbers, Place value and face value, Divisibility rules
- **Operations on Numbers** - Addition, Subtraction, Multiplication, and Division, Order of Operations (BODMAS)
- **Fractions and Decimals** - Conversion between fractions and decimals, Operations on fractions and decimals
- **Percentages**- Concept of percentage, Calculations involving increase, decrease, and comparison
- **Ratios and Proportions**- Understanding and solving ratio problems, Proportionality and cross-multiplication
- **Averages**- Concept and formula, Weighted averages

#### Unit 2: Applied Arithmetic and Problem Solving

- **Simple and Compound Interest** - Basics of interest calculation, Differences between simple and compound interest, Applications in real-world scenarios
- **Time and Work**- Work efficiency and combined work problems, Concept of man-hours
- **Time, Speed, and Distance**- Relationship between time, speed, and distance, Problems involving relative speed and average speed
- **Profit and Loss** -Cost price, selling price, and profit/loss percentage, Discounts and marked price calculations
- **Problems on Ages**- Formulating and solving age-related problems using equations
- **Data Interpretation**- Reading and interpreting tables, charts, and graphs, Solving basic arithmetic problems based on data



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Report on the course titled "Basic Course in Arithmetic Ability" for 30-day in coordination with Mathematics Department for the Academic Year 2019-20

Duration of the Course	: 30	Dates : 01-07-2019 to 30-07-2019
Number Students Participated	: 198	

The "Basic Course in Arithmetic Ability" was conducted over a duration of 30 days to strengthen students' foundational mathematical skills. The course aimed to equip participants with essential arithmetic abilities required for practical applications, academic pursuits, and competitive examinations. Divided into two comprehensive units, the program emphasized conceptual clarity, practical problem-solving, and logical reasoning, ensuring students could confidently tackle quantitative challenges.

The course structure included Fundamental Arithmetic Concepts, which focused on basic operations, and Problem Solving introduced students to practical applications, including simple and compound interest, time and work, profit and loss, and data interpretation. A total of 198 students actively participated, demonstrating enthusiasm and commitment throughout the program. The methodology combined interactive lectures with daily assignments, weekly assessments, fostering a dynamic learning environment.

Student feedback collected at the conclusion of the course highlighted its effectiveness and relevance. Many participants appreciated the clarity of concepts and practical focus, with comments such as, "The basics were explained so well that I can now solve problems with confidence," and "Learning profit and loss, as well as time and work, was especially useful for competitive exams." The interactive teaching methods and engaging examples were also commended. However, some students suggested incorporating additional mock tests and extending the course duration to cover advanced topics.

The program successfully met its objectives by enhancing students' problem-solving abilities and confidence in handling arithmetic problems. Participants reported noticeable improvements in speed and accuracy, along with a better understanding of real-world applications. This positive outcome underscores the importance of such foundational courses in equipping students for academic and professional success.

To build on this success, it is recommended that follow-up programs focusing on advanced arithmetic and quantitative aptitude be introduced. Including more mock tests and practice sessions will further improve students' readiness for competitive exams. The "Basic Course in Arithmetic Ability" stands as a testament to the institution's commitment to holistic student development, empowering learners with essential skills for their future endeavours.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist. BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

## **Data Interpretation 2019-20**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Syllabus for 30 Day Course on

### "Data Interpretation and Logical Reasoning"

### for the Academic Year 2019-20

#### Course Objectives

1. To develop students' ability to analyze and interpret data from different sources such as charts and tables.
2. To enhance logical reasoning skills for solving problems quickly and accurately.
3. To prepare students for competitive exams with a focus on time management and problem-solving strategies.

**Course Outcomes :** By the end of the course, students will be able to:

1. Interpret and analyze data presented in tables, charts, and graphs.
2. Solve data interpretation and logical reasoning problems efficiently.
3. Improve performance in competitive exams, particularly in data and reasoning sections.


#### Unit 1: Data Interpretation


- **Introduction to Data Interpretation** - Types of data and common sources: Tables, graphs, and charts.
- **Graphs and Charts** - Interpreting bar graphs, pie charts, and line graphs, Identifying trends and drawing conclusions from data.
- **Tables and Data Analysis** - Analyzing and solving problems using data from tables.

#### Unit 2: Logical Reasoning

- **Introduction to Logical Reasoning** : Basic strategies for solving reasoning problems.
- **Number and Alphabet Sequences** : Identifying patterns in number and letter series.
- **Analogies and Relationships** : Solving analogy-based problems.
- **Puzzles and Seating Arrangements** : Solving simple seating arrangement and puzzle problems.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Report on the 30-Day Course - "Data Interpretation and Logical Reasoning" for the Academic Year 2019-20

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Academic Year	: 2019-20
Dates	: 18-09-2019 to 18-10-2019
Number of Students	: 173

The institution organized a **30-day course** titled "**Data Interpretation and Logical Reasoning**" to improve students' analytical and reasoning skills, which are essential for success in competitive examinations. The course, held from **18-09-2019 to 18-10-2019**, was designed to equip students with the necessary tools to analyze data and solve reasoning problems effectively. This initiative was a collaborative effort between the **Competitive Examinations and Career Counselling Cell** and the **Department of Mathematics**, focusing on building foundational skills in data interpretation and logical reasoning.

The course was divided into two primary units: **Data Interpretation** and **Logical Reasoning**. **Data Interpretation**, students were taught how to interpret data from tables, bar graphs, pie charts, and line graphs. The unit emphasized analyzing trends, solving problems based on tabular data, and understanding graphical data representations. **Logical Reasoning** focused on developing students' ability to solve number and alphabet sequences, analogies, and puzzles. The unit aimed to enhance students' critical thinking and logical problem-solving capabilities by providing them with reasoning problems that required them to identify patterns and relationships.

Over the course duration, a total of **173** students participated in the program. The students were actively engaged in daily practice sessions and weekly quizzes that allowed them to apply what they learned in class. The interactive nature of the course encouraged students to actively participate in problem-solving exercises, group discussions, and real-life case studies, which helped to deepen their understanding of the concepts. By incorporating practical exercises, the course kept the students engaged and ensured that they were constantly honing their reasoning skills.

Student feedback was largely positive, with many appreciating the practical approach to learning. Students expressed that the course helped them increase their speed and accuracy in solving both data interpretation and reasoning problems. One student noted, "*The course helped me improve my speed and accuracy in solving data interpretation questions,*" while another remarked, "*I feel more confident handling reasoning sections in competitive exams after this course.*" However, some students suggested the inclusion of more **advanced problem sets** and additional **mock tests** to simulate actual exam conditions. A few also recommended having more time dedicated to reviewing solutions and clearing doubts.

"**Data Interpretation and Logical Reasoning**" course successfully met its objectives by equipping students with essential skills for competitive exams. The students gained valuable skills in analyzing and interpreting data as well as solving reasoning problems efficiently. These skills will prove beneficial to students as they prepare for future exams.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

# **Soft Skills 2019-20**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📞: +91 75690 34175

## Syllabus for 45 Days Soft Skills Course on "Soft Skills for Success" for the Academic Year 2019-20

### Course Objectives:

1. To understand the importance of soft skills in personal and professional contexts.
2. To develop effective communication skills, including verbal, non-verbal, and written communication.
3. To enhance interpersonal skills for building positive relationships in various settings.
4. To cultivate critical thinking and problem-solving abilities.
5. To improve time management and organizational skills.
6. To foster resilience and adaptability in dealing with challenges.
7. To refine leadership and teamwork skills for collaborative success.
8. To instill self-awareness and emotional intelligence for better self-management.

### Course Outcomes: By the end of this course, students will be able to:

1. Demonstrate proficient communication skills in various forms.
2. Establish and maintain positive relationships in personal and professional settings.
3. Employ critical thinking and problem-solving techniques effectively.
4. Manage time efficiently and organize tasks systematically.
5. Adapt to changing environments with resilience and flexibility.
6. Lead teams and contribute effectively to group dynamics and Exhibit self-awareness and emotional intelligence in interpersonal interactions.
7. Apply learned soft skills to enhance personal and professional growth.

### Detailed Syllabus

#### Unit 1: Introduction to Soft Skills (5 days)

- Understanding the importance of soft skills in modern contexts
- Overview of communication, interpersonal skills, and emotional intelligence
- Self-assessment: Identifying personal strengths and areas for improvement
- Introduction to effective communication techniques

#### Unit 2: Communication Skills (10 days)

- Verbal communication: Speaking clearly, listening actively, and presenting confidently
- Non-verbal communication: Body language, gestures, and facial expressions
- Written communication: Crafting professional emails, reports, and documents
- Communication in diverse contexts: Tailoring messages for different audiences

#### Unit 3: Interpersonal Skills and Emotional Intelligence (10 days)

- Building rapport and fostering positive relationships
- Conflict resolution and negotiation techniques
- Understanding emotions and managing interpersonal conflicts
- Empathy and active listening in interpersonal interactions

#### Unit 4: Problem Solving and Critical Thinking (10 days)

- Analytical thinking: Identifying problems and generating solutions
- Decision-making: Evaluating options and making informed choices



*K. Srinivasulu Reddy*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

*K. Srinivasulu Reddy*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

- Creative problem-solving techniques
- Applying critical thinking skills in personal and professional contexts

## Unit 5: Leadership, Teamwork, and Time Management (10 days)

- Leadership styles and qualities of effective leaders
- Team dynamics: Collaboration, motivation, and conflict resolution
- Time management techniques: Setting goals, prioritizing tasks, and managing resources
- Balancing leadership responsibilities, teamwork, and personal productivity



*K. V. S. R.*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



*K. V. S. R.*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)  
Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.  
Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, ☎: +91 75690 34175

## Competitive Examinations and Career Counselling Cell Valedictory Report of "Soft Skills for Success" on 28-10-2019

Soft skills refer to both character and interpersonal skills that will influence how well a person can work or interact with others. The term soft skills cover a wide range of skills as diverse as teamwork, time management, empathy and delegation. The importance of these soft skills is often undervalued, and there is far less training provided for them than hard skills such as coding. Organizations seem to expect people know how to behave on the job and the importance of skills such as taking initiative, communicating effectively and listening, which often is not the case.

The institution identified the importance of soft skills and organised a 45 days programme entitled "Soft Skills for Success" under the Competitive Examinations and Career Counselling Cell in cooperation with Department of English. For this programme 160 students were enrolled.

The Valedictory function of the programme was started at 4:00 Pm on 28-10-2019 by inviting the Principal, Programme Convener and the Head Department of English on to the Dias. The Principal of the College in his inaugural speech congratulated the convener of the Programme and English Department for organising this kind of programme in the college for the benefit of students. In his speech the principal explained the importance of Soft Skills in this 21st century for securing jobs after the graduation.

The Convener of the Programme delivered an inspiring speech about the Importance of Soft Skills. The Head Department of English has assured their cooperation for conducting these kinds of programs for the benefit of the students. The students who enrolled in this programme has expressed their satisfaction towards the programme and requested the principal to organise more number of programmes of these types.

The Valedictory function concluded by distributing the certificates to the students who are enrolled for the course and the programme is concluded by the IQAC Coordinator with Vote of Thanks and followed by National Anthem.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Guidance for competitive examinations for  
Academic Year  
2020-21**

# **Reasoning for Competitive Examinations 2020-21**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📠: +91 75690 34175

## Syllabus for 30 Day Syllabus for the course "Reasoning for Competitive Examinations" for the Academic Year 2020-21

### Course Objectives

1. To develop essential logical reasoning skills for competitive examinations.
2. To improve problem-solving speed and accuracy in both verbal and non-verbal reasoning.
3. To help students approach reasoning questions systematically and confidently.

### Course Outcomes

1. Solve verbal and non-verbal reasoning problems with greater accuracy and speed.
2. Apply logical reasoning techniques to various competitive exam questions.
3. Build confidence in handling reasoning sections effectively.

### Unit 1: Verbal Reasoning

1. **Syllogisms** - Basic concepts and Venn diagrams for conclusions.
2. **Coding-Decoding** - Number and letter coding techniques.
3. **Blood Relations** - Family relationships and understanding puzzles.
4. **Seating Arrangements** - Linear and circular seating arrangements.
5. **Direction Sense** - Solving direction-based movement problems.

### Unit 2: Non-Verbal Reasoning

1. **Series Completion** - Identifying patterns in number and image series.
2. **Mirror and Water Images** - Recognizing reflected images.
3. **Analogy and Classification** - Solving visual analogies and classification problems.
4. **Embedded Figures** - Identifying hidden figures in larger images.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Report on the 30-Day Course: "Reasoning for Competitive Examinations" for the Academic Year 2020-21

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Dates	: 15-02-2021 – 17-03-2021
Students Participated	: 65

To bolster students' logical reasoning and problem-solving skills, the institution conducted a 30-day intensive "Reasoning for Competitive Examinations" course from 15-02-2021 to 17-03-2021. The initiative, jointly organized by the Competitive Examinations and Career Counselling Cell and the Department of Mathematics, aimed to equip students with the essential tools to excel in competitive exams.

A total of 65 students participated in the course, which employed a comprehensive approach: lectures, group discussions, practical problem-solving exercises, and weekly quizzes. The interactive sessions encouraged active student engagement, fostering a stimulating learning environment.

Overwhelmingly positive feedback from participants attested to the course's effectiveness. Students appreciated the practical approach and the balance between verbal and non-verbal reasoning. However, some participants suggested incorporating more advanced practice problems, additional mock tests, and review sessions to further refine their skills.

To enhance future offerings, it's recommended to include advanced problem sets, supplementary video tutorials, and self-paced learning resources. By incorporating these elements, the course can provide even more comprehensive preparation for competitive exams.

The "Reasoning for Competitive Examinations" course successfully achieved its objective. By equipping students with strong logical reasoning and problem-solving skills, it empowered them to tackle reasoning questions with confidence and efficiency. This valuable tool will undoubtedly benefit students in both academic and competitive exam settings.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Arithmetic Ability for Competitive Examinations  
2020-21**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Syllabus for "Basic Course in Arithmetic Ability" for the Academic Year 2020-21 Course Duration: 30 Days

#### Course Objectives

- To develop foundational arithmetic skills for solving real-world and competitive examination problems.
- To improve accuracy and speed in mathematical calculations.
- To enable learners to approach quantitative problems logically and confidently.
- To lay the groundwork for advanced mathematical and analytical studies.

#### Course Outcomes

- Apply arithmetic concepts to solve practical problems effectively.
- Demonstrate improved calculation speed and accuracy.
- Develop logical reasoning and problem-solving strategies.
- Build confidence in handling quantitative aptitude tests and everyday math challenges.

#### Unit 1: Fundamental Arithmetic Concepts

- **Number Systems** - Natural, Whole, Integers, Rational, and Irrational Numbers, Place value and face value, Divisibility rules
- **Operations on Numbers** - Addition, Subtraction, Multiplication, and Division, Order of Operations (BODMAS)
- **Fractions and Decimals** - Conversion between fractions and decimals, Operations on fractions and decimals
- **Percentages**- Concept of percentage, Calculations involving increase, decrease, and comparison
- **Ratios and Proportions**- Understanding and solving ratio problems, Proportionality and cross-multiplication
- **Averages**- Concept and formula, Weighted averages

#### Unit 2: Applied Arithmetic and Problem Solving

- **Simple and Compound Interest** - Basics of interest calculation, Differences between simple and compound interest, Applications in real-world scenarios
- **Time and Work**- Work efficiency and combined work problems, Concept of man-hours
- **Time, Speed, and Distance**- Relationship between time, speed, and distance, Problems involving relative speed and average speed
- **Profit and Loss** - Cost price, selling price, and profit/loss percentage, Discounts and marked price calculations
- **Problems on Ages**- Formulating and solving age-related problems using equations
- **Data Interpretation**- Reading and interpreting tables, charts, and graphs, Solving basic arithmetic problems based on data



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Report on the course titled "Basic Course in Arithmetic Ability" for 30-day in coordination with Mathematics Department for the Academic Year 2020-21

Duration of the Course	: 30	Dates	: 05-03-2021 to 04-04-2021
Number Students Participated	: 64		

The "Basic Course in Arithmetic Ability" was conducted over a duration of 30 days to strengthen students' foundational mathematical skills. The course aimed to equip participants with essential arithmetic abilities required for practical applications, academic pursuits, and competitive examinations. Divided into two comprehensive units, the program emphasized conceptual clarity, practical problem-solving, and logical reasoning, ensuring students could confidently tackle quantitative challenges.

The course structure included Fundamental Arithmetic Concepts, which focused on basic operations, and Problem Solving introduced students to practical applications, including simple and compound interest, time and work, profit and loss, and data interpretation. A total of 64 students actively participated, demonstrating enthusiasm and commitment throughout the program. The methodology combined interactive lectures with daily assignments, weekly assessments, fostering a dynamic learning environment.

Student feedback collected at the conclusion of the course highlighted its effectiveness and relevance. Many participants appreciated the clarity of concepts and practical focus, with comments such as, "The basics were explained so well that I can now solve problems with confidence," and "Learning profit and loss, as well as time and work, was especially useful for competitive exams." The interactive teaching methods and engaging examples were also commended. However, some students suggested incorporating additional mock tests and extending the course duration to cover advanced topics.

To build on this success, it is recommended that follow-up programs focusing on advanced arithmetic and quantitative aptitude be introduced. Including more mock tests and practice sessions will further improve students' readiness for competitive exams. The "Basic Course in Arithmetic Ability" stands as a testament to the institution's commitment to holistic student development, empowering learners with essential skills for their future endeavours.

The program successfully met its objectives by enhancing students' problem-solving abilities and confidence in handling arithmetic problems. Participants reported noticeable improvements in speed and accuracy, along with a better understanding of real-world applications. This positive outcome underscores the importance of such foundational courses in equipping students for academic and professional success.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

# **Data Interpretation 2020-21**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Syllabus for 30 Day Course on

### "Data Interpretation and Logical Reasoning"

for the Academic Year 2020-21

#### Course Objectives

1. To develop students' ability to analyze and interpret data from different sources such as charts and tables.
2. To enhance logical reasoning skills for solving problems quickly and accurately.
3. To prepare students for competitive exams with a focus on time management and problem-solving strategies.

**Course Outcomes :** By the end of the course, students will be able to:

1. Interpret and analyze data presented in tables, charts, and graphs.
2. Solve data interpretation and logical reasoning problems efficiently.
3. Improve performance in competitive exams, particularly in data and reasoning sections.

#### Unit 1: Data Interpretation

- a) **Introduction to Data Interpretation** - Types of data and common sources: Tables, graphs, and charts.
- b) **Graphs and Charts** - Interpreting bar graphs, pie charts, and line graphs, Identifying trends and drawing conclusions from data.
- c) **Tables and Data Analysis** - Analyzing and solving problems using data from tables.

#### Unit 2: Logical Reasoning

- a) **Introduction to Logical Reasoning** : Basic strategies for solving reasoning problems.
- b) **Number and Alphabet Sequences** : Identifying patterns in number and letter series.
- c) **Analogies and Relationships** : Solving analogy-based problems.
- d) **Puzzles and Seating Arrangements** : Solving simple seating arrangement and puzzle problems.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Report on the 30-Day Course - "Data Interpretation and Logical Reasoning" for the Academic Year 2020-21

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Academic Year	: 2020-21
Dates	: 24-04-2021 to 24-05-2021
Number of Students	: 55

The institution organized a **30-day course** titled "**Data Interpretation and Logical Reasoning**" with 55 students to improve students' analytical and reasoning skills, which are essential for success in competitive examinations. The course, held from **24-04-2021 to 24-05-2021**, was designed to equip students with the necessary tools to analyze data and solve reasoning problems effectively. This initiative was a collaborative effort between the **Competitive Examinations and Career Counselling Cell** and the **Department of Mathematics**, focusing on building foundational skills in data interpretation and logical reasoning.

"**Data Interpretation and Logical Reasoning**" course successfully met its objectives by equipping students with essential skills for competitive exams. The students gained valuable skills in analyzing and interpreting data as well as solving reasoning problems efficiently. These skills will prove beneficial to students as they prepare for future exams.

The course was divided into two primary units: **Data Interpretation** and **Logical Reasoning**. **Data Interpretation**, students were taught how to interpret data from tables, bar graphs, pie charts, and line graphs. The unit emphasized analyzing trends, solving problems based on tabular data, and understanding graphical data representations. **Logical Reasoning** focused on developing students' ability to solve number and alphabet sequences, analogies, and puzzles. These topics aimed to enhance students' critical thinking and logical problem-solving capabilities by providing them with reasoning problems that required them to identify patterns and relationships.

Over the course duration, a total of **55** students participated in the program. The students were actively engaged in daily practice sessions and weekly quizzes that allowed them to apply what they learned in class. The interactive nature of the course encouraged students to actively participate in problem-solving exercises, group discussions, and real-life case studies, which helped to deepen their understanding of the concepts. By incorporating practical exercises, the course kept the students engaged and ensured that they were constantly honing their reasoning skills.

Student feedback was largely positive, with many appreciating the practical approach to learning. Students expressed that the course helped them increase their speed and accuracy in solving both data interpretation and reasoning problems. One student noted, "*The course helped me improve my speed and accuracy in solving data interpretation questions,*" while another remarked, "*I feel more confident handling reasoning sections in competitive exams after this course.*" However, some students suggested the inclusion of more **advanced problem sets** and additional **mock tests** to simulate actual exam conditions. A few also recommended having more time dedicated to reviewing solutions and clearing doubts.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Soft Skills**  
**Academic Year 2020-21**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Career Counselling and Competitive Examinations Cell

Date : 18-05-2021

### Circular

All students of this college are here by informed that the Competitive Examinations and Career Counselling Cell is going to organize a 45 days programme on Soft Skills entitled "Soft Skills for Success" for the Academic Year 2020-21 in association with Department of English. All the Interested students are instructed to enrol their names with Head, Department of English and obtain the syllabus on or before 25-05-2021. The Programme will commence from 26-05-2021.





Principal

PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.





PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📞: +91 75690 34175

## Syllabus for 45 Days Soft Skills Course on "Soft Skills for Success" for the Academic Year 2020-21

### Course Objectives:

- To understand the importance of soft skills in personal and professional contexts.
- To develop effective communication skills, including verbal, non-verbal, and written communication.
- To enhance interpersonal skills for building positive relationships in various settings.
- To cultivate critical thinking and problem-solving abilities.
- To improve time management and organizational skills.
- To foster resilience and adaptability in dealing with challenges.
- To refine leadership and teamwork skills for collaborative success.
- To instill self-awareness and emotional intelligence for better self-management.

### Course Outcomes: By the end of this course, students will be able to:

1. Demonstrate proficient communication skills in various forms.
2. Establish and maintain positive relationships in personal and professional settings.
3. Employ critical thinking and problem-solving techniques effectively.
4. Manage time efficiently and organize tasks systematically.
5. Adapt to changing environments with resilience and flexibility.
6. Lead teams and contribute effectively to group dynamics and Exhibit self-awareness and emotional intelligence in interpersonal interactions.
7. Apply learned soft skills to enhance personal and professional growth.

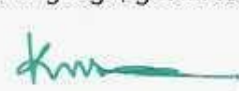
### Detailed Syllabus

#### Unit 1: Introduction to Soft Skills (5 days)

- Understanding the importance of soft skills in modern contexts
- Overview of communication, interpersonal skills, and emotional intelligence
- Self-assessment: Identifying personal strengths and areas for improvement
- Introduction to effective communication techniques

#### Unit 2: Communication Skills (10 days)

- Verbal communication: Speaking clearly, listening actively, and presenting confidently
- Non-verbal communication: Body language, gestures, and facial expressions

  
PRINCIPAL S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.





# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📠: +91 75690 34175

- Written communication: Crafting professional emails, reports, and documents
- Communication in diverse contexts: Tailoring messages for different audiences

## Unit 3: Interpersonal Skills and Emotional Intelligence (10 days)

- Building rapport and fostering positive relationships
- Conflict resolution and negotiation techniques
- Understanding emotions and managing interpersonal conflicts
- Empathy and active listening in interpersonal interactions

## Unit 4: Problem Solving and Critical Thinking (10 days)

- Analytical thinking: Identifying problems and generating solutions
- Decision-making: Evaluating options and making informed choices
- Creative problem-solving techniques
- Applying critical thinking skills in personal and professional contexts

## Unit 5: Leadership, Teamwork, and Time Management (10 days)

- Leadership styles and qualities of effective leaders
- Team dynamics: Collaboration, motivation, and conflict resolution
- Time management techniques: Setting goals, prioritizing tasks, and managing resources
- Balancing leadership responsibilities, teamwork, and personal productivity



*K. V. S. R.*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



*K. V. S. R.*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, ☎: +91 75690 34175

## Competitive Examinations and Career Counselling Cell Valedictory Report of "Soft Skills for Success" on 02-07-2021 for the Academic Year 2020-21

The institution identified the importance of soft skills and organised a 45 days programme entitled "Soft Skills for Success" under the Competitive Examinations and Career Counselling Cell in cooperation with Department of English. For this programme 94 students were enrolled.

Soft skills refer to both character and interpersonal skills that will influence how well a person can work or interact with others. The term soft skills cover a wide range of skills as diverse as teamwork, time management, empathy and delegation. The importance of these soft skills is often undervalued, and there is far less training provided for them than hard skills such as coding. Organizations seem to expect people know how to behave on the job and the importance of skills such as taking initiative, communicating effectively and listening, which often is not the case.

The Valedictory function of the course was started at 3:00 Pm on 02-07-2021 by inviting the Principal, Programme Convener and the Head Department of English on to the Dias. The Principal of the College in his inaugural speech congratulated the convener of the Programme and English Department for organising this kind of programme in the college for the benefit of students. In his speech the principal explained the importance of Soft Skills in this 21st century for securing jobs after the graduation.

The Convener of the Programme delivered an inspiring speech about the Importance of Soft Skills. The Head Department of English has assured their cooperation for conducting these kinds of programs for the benefit of the students. The students who enrolled in this programme has expressed their satisfaction towards the programme and requested the principal to organise more number of programmes of these types.

The Valedictory function concluded by distributing the certificates to the students who are enrolled for the course and the programme is concluded by the IQAC Coordinator with Vote of Thanks and followed by National Anthem.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Guidance for competitive examinations for  
Academic Year  
2021-22**

# **Reasoning for Competitive Examinations 2021-22**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, ☎ : +91 75690 34175

## Syllabus for 30 Day Syllabus for the course "Reasoning for Competitive Examinations" for the Academic Year 2021-22

### Course Objectives

1. To develop essential logical reasoning skills for competitive examinations.
2. To improve problem-solving speed and accuracy in both verbal and non-verbal reasoning.
3. To help students approach reasoning questions systematically and confidently.

### Course Outcomes

1. Solve verbal and non-verbal reasoning problems with greater accuracy and speed.
2. Apply logical reasoning techniques to various competitive exam questions.
3. Build confidence in handling reasoning sections effectively.

### Unit 1: Verbal Reasoning

1. **Sylogisms** - Basic concepts and Venn diagrams for conclusions.
2. **Coding-Decoding** - Number and letter coding techniques.
3. **Blood Relations** - Family relationships and understanding puzzles.
4. **Seating Arrangements** - Linear and circular seating arrangements.
5. **Direction Sense** - Solving direction-based movement problems.

### Unit 2: Non-Verbal Reasoning

1. **Series Completion** - Identifying patterns in number and image series.
2. **Mirror and Water Images** - Recognizing reflected images.
3. **Analogy and Classification** - Solving visual analogies and classification problems.
4. **Embedded Figures** - Identifying hidden figures in larger images.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📠: +91 75690 34175

## Report on the 30-Day Course: "Reasoning for Competitive Examinations" for the Academic Year 2021-22

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Dates	: 18-04-2022 – 18-05-2022
Students Participated	: 137

To bolster students' logical reasoning and problem-solving skills, the institution conducted a 30-day intensive "Reasoning for Competitive Examinations" course from 18-04-2022 to 18-05-2022. The initiative, jointly organized by the Competitive Examinations and Career Counselling Cell and the Department of Mathematics, aimed to equip students with the essential tools to excel in competitive exams.


A total of 137 students participated in the course, which employed a comprehensive approach: lectures, group discussions, practical problem-solving exercises, and weekly quizzes. The interactive sessions encouraged active student engagement, fostering a stimulating learning environment.

Overwhelmingly positive feedback from participants attested to the course's effectiveness. Students appreciated the practical approach and the balance between verbal and non-verbal reasoning. However, some participants suggested incorporating more advanced practice problems, additional mock tests, and review sessions to further refine their skills.

To enhance future offerings, it's recommended to include advanced problem sets, supplementary video tutorials, and self-paced learning resources. By incorporating these elements, the course can provide even more comprehensive preparation for competitive exams.

The "Reasoning for Competitive Examinations" course successfully achieved its objective. By equipping students with strong logical reasoning and problem-solving skills, it empowered them to tackle reasoning questions with confidence and efficiency. This valuable tool will undoubtedly benefit students in both academic and competitive exam settings.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

# **Arithmetic Ability for Competitive Examinations 2021-22**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, ☎: +91 75690 34175

## Competitive Examinations and Career Counselling Cell

Syllabus for "Basic Course in Arithmetic Ability" for the Academic Year 2021-22

Course Duration: 30 Days

### Course Objectives

- To develop foundational arithmetic skills for solving real-world and competitive examination problems.
- To improve accuracy and speed in mathematical calculations.
- To enable learners to approach quantitative problems logically and confidently.
- To lay the groundwork for advanced mathematical and analytical studies.

### Course Outcomes

- Apply arithmetic concepts to solve practical problems effectively.
- Demonstrate improved calculation speed and accuracy.
- Develop logical reasoning and problem-solving strategies.
- Build confidence in handling quantitative aptitude tests and everyday math challenges.

### Unit 1: Fundamental Arithmetic Concepts

- Number Systems - Natural, Whole, Integers, Rational, and Irrational Numbers, Place value and face value, Divisibility rules
- Operations on Numbers - Addition, Subtraction, Multiplication, and Division, Order of Operations (BODMAS)
- Fractions and Decimals - Conversion between fractions and decimals, Operations on fractions and decimals
- Percentages- Concept of percentage, Calculations involving increase, decrease, and comparison
- Ratios and Proportions- Understanding and solving ratio problems, Proportionality and cross-multiplication
- Averages- Concept and formula, Weighted averages

### Unit 2: Applied Arithmetic and Problem Solving

- Simple and Compound Interest - Basics of interest calculation, Differences between simple and compound interest, Applications in real-world scenarios
- Time and Work- Work efficiency and combined work problems, Concept of man-hours
- Time, Speed, and Distance- Relationship between time, speed, and distance, Problems involving relative speed and average speed
- Profit and Loss -Cost price, selling price, and profit/loss percentage, Discounts and marked price calculations
- Problems on Ages- Formulating and solving age-related problems using equations
- Data Interpretation- Reading and interpreting tables, charts, and graphs, Solving basic arithmetic problems based on data



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE

PRINCIPAL BADVEL-516 227, Kadapa Dist.

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, ☎ : +91 75690 34175

## Competitive Examinations and Career Counselling Cell "Basic Course in Arithmetic Ability" for 30-day in coordination with Mathematics Department for the Academic Year 2021-22 – Report

Duration of the Course	: 30	Dates : 01-11-2021 to 30-11-2021
Number Students Participated	: 186	

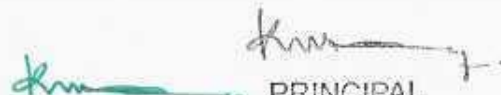
The "Basic Course in Arithmetic Ability" for the Academic Year 2021-22 was conducted over a duration of 30 days to strengthen students' foundational mathematical skills. The course aimed to equip participants with essential arithmetic abilities required for practical applications, academic pursuits, and competitive examinations. Divided into two comprehensive units, the program emphasized conceptual clarity, practical problem-solving, and logical reasoning, ensuring students could confidently tackle quantitative challenges.

The course structure included Fundamental Arithmetic Concepts, which focused on basic operations, and Problem Solving introduced students to practical applications, including simple and compound interest, time and work, profit and loss, and data interpretation. A total of 186 students actively participated, demonstrating enthusiasm and commitment throughout the program. The methodology combined interactive lectures with daily assignments, weekly assessments, fostering a dynamic learning environment.

To build on this success, it is recommended that follow-up programs focusing on advanced arithmetic and quantitative aptitude be introduced. Including more mock tests and practice sessions will further improve students' readiness for competitive exams. The "Basic Course in Arithmetic Ability" stands as a testament to the institution's commitment to holistic student development, empowering learners with essential skills for their future endeavours.

The program successfully met its objectives by enhancing students' problem-solving abilities and confidence in handling arithmetic problems. Participants reported noticeable improvements in speed and accuracy, along with a better understanding of real-world applications. Student feedback collected at the conclusion of the course highlighted its effectiveness and relevance. Many participants appreciated the clarity of concepts and practical focus, with comments such as "The basics were explained so well that I can now solve problems with confidence," and "Learning profit and loss, as well as time and work, was especially useful for competitive exams." The interactive teaching methods and engaging examples were also commended.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
BADVEL-516 227, Kadapa Dist.

# **Data Interpretation 2021-22**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell Syllabus for 30 Day Course on "Data Interpretation and Logical Reasoning" for the Academic Year 2021-22

### Course Objectives

1. To develop students' ability to analyze and interpret data from different sources such as charts and tables.
2. To enhance logical reasoning skills for solving problems quickly and accurately.
3. To prepare students for competitive exams with a focus on time management and problem-solving strategies.

### Course Outcomes

1. Interpret and analyze data presented in tables, charts, and graphs.
2. Solve data interpretation and logical reasoning problems efficiently.
3. Improve performance in competitive exams, particularly in data and reasoning sections.

### Unit 1: Data Interpretation

- **Introduction to Data Interpretation** - Types of data and common sources: Tables, graphs, and charts.
- **Graphs and Charts** - Interpreting bar graphs, pie charts, and line graphs, Identifying trends and drawing conclusions from data.
- **Tables and Data Analysis** - Analyzing and solving problems using data from tables.

### Unit 2: Logical Reasoning

- **Introduction to Logical Reasoning** : Basic strategies for solving reasoning problems.
- **Number and Alphabet Sequences** : Identifying patterns in number and letter series.
- **Analogies and Relationships** : Solving analogy-based problems.
- **Puzzles and Seating Arrangements** : Solving simple seating arrangement and puzzle problems.



*[Signature]*

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

*[Signature]*

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Report on the 30-Day Course - "Data Interpretation and Logical Reasoning" for the Academic Year 2021-22

<b>Organized by</b>	: Competitive Examinations and Career Counselling Cell
<b>In Coordination With</b>	: Department of Mathematics
<b>Duration</b>	: 30 Days
<b>Academic Year</b>	: 2021-22
<b>Dates</b>	: 15-11-2022 to 15-12-2022
<b>Number of Students</b>	: 153

The course was divided into two primary units: Data Interpretation and Logical Reasoning. Data Interpretation, students were taught how to interpret data from tables, bar graphs, pie charts, and line graphs. The unit emphasized analyzing trends, solving problems based on tabular data, and understanding graphical data representations. Logical Reasoning focused on developing students' ability to solve number and alphabet sequences, analogies, and puzzles. These topics aimed to enhance students' critical thinking and logical problem-solving capabilities by providing them with reasoning problems that required them to identify patterns and relationships.

"Data Interpretation and Logical Reasoning" course successfully met its objectives by equipping students with essential skills for competitive exams. The students gained valuable skills in analyzing and interpreting data as well as solving reasoning problems efficiently. These skills will prove beneficial to students as they prepare for future exams. The institution organized a 30-day course titled "Data Interpretation and Logical Reasoning" to improve students' analytical and reasoning skills, which are essential for success in competitive examinations. The course, held from 15-11-2022 to 15-12-2022, was designed to equip students with the necessary tools to analyze data and solve reasoning problems effectively. This initiative was a collaborative effort between the Competitive Examinations and Career Counselling Cell and the Department of Mathematics, focusing on building foundational skills in data interpretation and logical reasoning. Over the course duration, a total of 153 students participated in the program.

Student feedback was largely positive, with many appreciating the practical approach to learning. Students expressed that the course helped them increase their speed and accuracy in solving both data interpretation and reasoning problems. One student noted, "The course helped me improve my speed and accuracy in solving data interpretation questions," while another remarked, "I feel more confident handling reasoning sections in competitive exams after this course." However, some students suggested the inclusion of more advanced problem sets and additional mock tests to simulate actual exam conditions. A few also recommended having more time dedicated to reviewing solutions and clearing doubts.





PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Soft Skills**  
**Academic Year 2021-22**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Career Counselling and Competitive Examinations Cell

Date : 02-01-2022

### Circular

It is informed that the Competitive Examinations and Career Counselling Cell is going to organize a 45 days programme on Soft Skills entitled "Mastering Soft Skills for Success" for the Academic Year 2021-22 in association with Department of English.

All the Interested students are informed to register their names with Head, Department of English and obtain the syllabus on or before 01-01-2022. The Programme will commence from 04-01-2022.



*Km* Principal

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



*Km* Principal

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrc.ac.in e-mail : principal.sbvrc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Syllabus for 45 Days Soft Skills Course on "Mastering Soft Skills for Success" for the Academic Year 2021-22

### Course Objectives:

- To understand the importance of soft skills in personal and professional contexts.
- To develop effective communication skills, including verbal, non-verbal, and written communication.
- To enhance interpersonal skills for building positive relationships in various settings.
- To cultivate critical thinking and problem-solving abilities.
- To improve time management and organizational skills.
- To foster resilience and adaptability in dealing with challenges.
- To refine leadership and teamwork skills for collaborative success.
- To instill self-awareness and emotional intelligence for better self-management.

### Course Outcomes: By the end of this course, students will be able to:

8. Demonstrate proficient communication skills in various forms.
9. Establish and maintain positive relationships in personal and professional settings.
10. Employ critical thinking and problem-solving techniques effectively.
11. Manage time efficiently and organize tasks systematically.
12. Adapt to changing environments with resilience and flexibility.
13. Lead teams and contribute effectively to group dynamics and Exhibit self-awareness and emotional intelligence in interpersonal interactions.
14. Apply learned soft skills to enhance personal and professional growth.

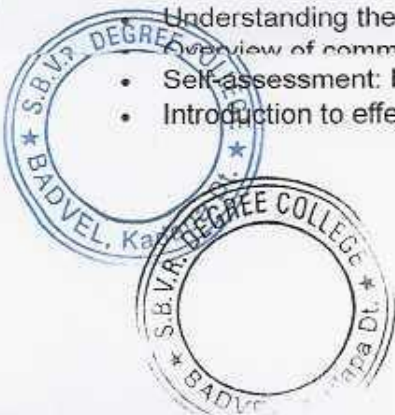
### Detailed Syllabus


#### Unit 1: Introduction to Soft Skills (5 days)


Understanding the importance of soft skills in modern contexts

Overview of communication, interpersonal skills, and emotional intelligence

- Self-assessment: Identifying personal strengths and areas for improvement
- Introduction to effective communication techniques



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

## Unit 2: Communication Skills (10 days)

- Verbal communication: Speaking clearly, listening actively, and presenting confidently
- Non-verbal communication: Body language, gestures, and facial expressions
- Written communication: Crafting professional emails, reports, and documents
- Communication in diverse contexts: Tailoring messages for different audiences

## Unit 3: Interpersonal Skills and Emotional Intelligence (10 days)

- Building rapport and fostering positive relationships
- Conflict resolution and negotiation techniques
- Understanding emotions and managing interpersonal conflicts
- Empathy and active listening in interpersonal interactions

## Unit 4: Problem Solving and Critical Thinking (10 days)

- Analytical thinking: Identifying problems and generating solutions
- Decision-making: Evaluating options and making informed choices
- Creative problem-solving techniques
- Applying critical thinking skills in personal and professional contexts

## Unit 5: Leadership, Teamwork, and Time Management (10 days)

- Leadership styles and qualities of effective leaders
- Team dynamics: Collaboration, motivation, and conflict resolution
- Time management techniques: Setting goals, prioritizing tasks, and managing resources
- Balancing leadership responsibilities, teamwork, and personal productivity



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell Valedictory Report of "Mastering Soft Skills for Success" on 18-02-2022 for the Academic Year 2021-22

Number of Students participated	: 168
Duration of the course	: 45 days
Dates	: 04-01-2022 to 18-02-2022

The Valedictory function of the course began at 3:00 PM on 18-02-2022, with the Principal, Programme Convener, and Head of the Department of English invited to the dais. The principal congratulated the convener and the English Department for organizing the program, highlighting the significance of soft skills in the 21st century for securing jobs after graduation. The Programme Convener delivered an inspiring speech on the importance of soft skills, and the Head of the Department of English pledged continued support for such initiatives.


The institution recognized the importance of soft skills and organized a 45-day program from 04-01-2022 to 18-02-2022 titled "Mastering Soft Skills for Success" under the Competitive Examinations and Career Counselling Cell, in collaboration with the Department of English. A total of 167 students enrolled in the program.


Soft skills encompass both character and interpersonal abilities that affect how well a person can work or interact with others. These skills include teamwork, time management, empathy, and delegation. Despite their importance, soft skills often receive less training compared to hard skills like coding. Many organizations assume employees already possess these skills, such as taking initiative, effective communication, and active listening, which is not always the case.

Students expressed their satisfaction and some students given their testimonials regarding the program and requested more similar opportunities to enhance their abilities.

The function concluded with the distribution of certificates and sweets to the participants, followed by a vote of thanks from the IQAC Coordinator and the National Anthem.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Guidance for competitive examinations for  
Academic Year  
2022-23**

# **Reasoning for Competitive Examinations 2022-23**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

Syllabus for  
**30 Day Syllabus for the course**  
**"Reasoning for Competitive Examinations"**  
for the Academic Year 2022-23

### Course Objectives

1. To develop essential logical reasoning skills for competitive examinations.
2. To improve problem-solving speed and accuracy in both verbal and non-verbal reasoning.
3. To help students approach reasoning questions systematically and confidently.

### Course Outcomes

1. Solve verbal and non-verbal reasoning problems with greater accuracy and speed.
2. Apply logical reasoning techniques to various competitive exam questions.
3. Build confidence in handling reasoning sections effectively.

### Unit 1: Verbal Reasoning

1. **Syllogisms** - Basic concepts and Venn diagrams for conclusions.
2. **Coding-Decoding** - Number and letter coding techniques.
3. **Blood Relations** - Family relationships and understanding puzzles.
4. **Seating Arrangements** - Linear and circular seating arrangements.
5. **Direction Sense** - Solving direction-based movement problems.

### Unit 2: Non-Verbal Reasoning

1. **Series Completion** - Identifying patterns in number and image series.
2. **Mirror and Water Images** - Recognizing reflected images.
3. **Analogy and Classification** - Solving visual analogies and classification problems.
4. **Embedded Figures** - Identifying hidden figures in larger images.



*[Signature]*

PRINCIPAL

S.B.V.R. DEGREE COLLEGE

BADVEL-516 227, Kadapa Dist.

*[Signature]*

PRINCIPAL

S.B.V.R. DEGREE COLLEGE

BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📠: +91 75690 34175

## Report on the 30-Day Course: "Reasoning for Competitive Examinations" for the Academic Year 2022-23

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Dates	: 18-11-2022 – 18-11-2022
Students Participated	: 177

To bolster students' logical reasoning and problem-solving skills, the institution conducted a 30-day intensive "Reasoning for Competitive Examinations" course from 18-04-2022 to 18-05-2022. The initiative, jointly organized by the Competitive Examinations and Career Counselling Cell and the Department of Mathematics, aimed to equip students with the essential tools to excel in competitive exams.

A total of 177 students participated in the course, which employed a comprehensive approach: lectures, group discussions, practical problem-solving exercises, and weekly quizzes. The interactive sessions encouraged active student engagement, fostering a stimulating learning environment.

Overwhelmingly positive feedback from participants attested to the course's effectiveness. Students appreciated the practical approach and the balance between verbal and non-verbal reasoning. However, some participants suggested incorporating more advanced practice problems, additional mock tests, and review sessions to further refine their skills.

To enhance future offerings, it's recommended to include advanced problem sets, supplementary video tutorials, and self-paced learning resources. By incorporating these elements, the course can provide even more comprehensive preparation for competitive exams.

The "Reasoning for Competitive Examinations" course successfully achieved its objective. By equipping students with strong logical reasoning and problem-solving skills, it empowered them to tackle reasoning questions with confidence and efficiency. This valuable tool will undoubtedly benefit students in both academic and competitive exam settings.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

## **Arithmetic Ability for Competitive Examinations 2022-23**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📠 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

Syllabus for "Basic Course in Arithmetic Ability" for the Academic Year  
2022-23

Course Duration: 30 Days

### Course Objectives

- To develop foundational arithmetic skills for solving real-world and competitive examination problems.
- To improve accuracy and speed in mathematical calculations.
- To enable learners to approach quantitative problems logically and confidently.
- To lay the groundwork for advanced mathematical and analytical studies.

### Course Outcomes

- Apply arithmetic concepts to solve practical problems effectively.
- Demonstrate improved calculation speed and accuracy.
- Develop logical reasoning and problem-solving strategies.
- Build confidence in handling quantitative aptitude tests and everyday math challenges.

### Unit 1: Fundamental Arithmetic Concepts

- **Number Systems** - Natural, Whole, Integers, Rational, and Irrational Numbers, Place value and face value, Divisibility rules
- **Operations on Numbers** - Addition, Subtraction, Multiplication, and Division, Order of Operations (BODMAS)
- **Fractions and Decimals** - Conversion between fractions and decimals, Operations on fractions and decimals
- **Percentages** - Concept of percentage, Calculations involving increase, decrease, and comparison
- **Ratios and Proportions** - Understanding and solving ratio problems, Proportionality and cross-multiplication
- **Averages** - Concept and formula, Weighted averages

### Unit 2: Applied Arithmetic and Problem Solving

- **Simple and Compound Interest** - Basics of interest calculation, Differences between simple and compound interest, Applications in real-world scenarios
- **Time and Work** - Work efficiency and combined work problems, Concept of man-hours
- **Time, Speed, and Distance** - Relationship between time, speed, and distance, Problems involving relative speed and average speed
- **Profit and Loss** - Cost price, selling price, and profit/loss percentages, Discounts and marked price calculations
- **Problems on Ages** - Formulating and solving age-related problems using equations
- **Data Interpretation** - Reading and interpreting tables, charts, and graphs, Solving basic arithmetic problems based on data



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
BADVEL 516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## A Report on – Competitive Examinations and Career Counselling Cell “Basic Course in Arithmetic Ability” for 30-day in coordination with Mathematics Department for the Academic Year 2022-23

Duration of the Course	: 30	Dates : 01-01-2023 to 30-01-2023
Number Students Participated	: 159	


The "Basic Course in Arithmetic Ability" for the Academic Year 2021-22 was conducted over a duration of 30 days to strengthen students' foundational mathematical skills. The course aimed to equip participants with essential arithmetic abilities required for practical applications, academic pursuits, and competitive examinations. Divided into two comprehensive units, the program emphasized conceptual clarity, practical problem-solving, and logical reasoning, ensuring students could confidently tackle quantitative challenges.

The course structure included Fundamental Arithmetic Concepts, which focused on basic operations, and Problem Solving introduced students to practical applications, including simple and compound interest, time and work, profit and loss, and data interpretation. A total of 159 students actively participated, demonstrating enthusiasm and commitment throughout the program. The methodology combined interactive lectures with daily assignments, weekly assessments, fostering a dynamic learning environment.

The "Basic Course in Arithmetic Ability" stands as a testament to the institution's commitment to holistic student development, empowering learners with essential skills for their future endeavours. The program successfully met its objectives by enhancing students' problem-solving abilities and confidence in handling arithmetic problems. Participants reported noticeable improvements in speed and accuracy, along with a better understanding of real-world applications. This positive outcome underscores the importance of such foundational courses in equipping students for academic and professional success.

Student feedback collected at the conclusion of the course highlighted its effectiveness and relevance. Many participants appreciated the clarity of concepts and practical focus, with comments such as, "The basics were explained so well that I can now solve problems with confidence," and "Learning profit and loss, as well as time and work, was especially useful for competitive exams." However, some students suggested incorporating additional mock tests and extending the course duration to cover advanced topics.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

## **Data Interpretation 2022-23**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Syllabus for 30 Day Course on

### "Data Interpretation and Logical Reasoning"

for the Academic Year 2022-23

#### Course Objectives

1. To develop students' ability to analyze and interpret data from different sources such as charts and tables.
2. To enhance logical reasoning skills for solving problems quickly and accurately.
3. To prepare students for competitive exams with a focus on time management and problem-solving strategies.

#### Course Outcomes

1. Interpret and analyze data presented in tables, charts, and graphs.
2. Solve data interpretation and logical reasoning problems efficiently.
3. Improve performance in competitive exams, particularly in data and reasoning sections.


#### Unit 1: Data Interpretation

- **Introduction to Data Interpretation** - Types of data and common sources: Tables, graphs, and charts.
- **Graphs and Charts** - Interpreting bar graphs, pie charts, and line graphs, Identifying trends and drawing conclusions from data.
- **Tables and Data Analysis** - Analyzing and solving problems using data from tables.

#### Unit 2: Logical Reasoning

- **Introduction to Logical Reasoning** : Basic strategies for solving reasoning problems.
- **Number and Alphabet Sequences** : Identifying patterns in number and letter series.
- **Analogies and Relationships** : Solving analogy-based problems.
- **Puzzles and Seating Arrangements** : Solving simple seating arrangement and puzzle problems.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Report on the 30-Day Course - "Data Interpretation and Logical Reasoning" for the Academic Year 2022-23

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Academic Year	: 2022-23
Dates	: 01-08-2022 to 30-08-2022
Number of Students	: 147

"Data Interpretation and Logical Reasoning" course successfully met its objectives by equipping students with essential skills for competitive exams. The students gained valuable skills in analyzing and interpreting data as well as solving reasoning problems efficiently. These skills will prove beneficial to students as they prepare for future exams.

The institution organized a **30-day course** titled "**Data Interpretation and Logical Reasoning**" to improve students' analytical and reasoning skills, which are essential for success in competitive examinations. The course, held from 01-08-2022 to 30-08-2022, was designed to equip students with the necessary tools to analyze data and solve reasoning problems effectively. This initiative was a collaborative effort between the **Competitive Examinations and Career Counselling Cell** and the **Department of Mathematics**, focusing on building foundational skills in data interpretation and logical reasoning.

The course was divided into two primary units: **Data Interpretation** and **Logical Reasoning**. **Data Interpretation**, students were taught how to interpret data from tables, bar graphs, pie charts, and line graphs. The topics emphasized analyzing trends, solving problems based on tabular data, and understanding graphical data representations. **Logical Reasoning** focused on developing students' ability to solve number and alphabet sequences, analogies, and puzzles. These topics aimed to enhance students' critical thinking and logical problem-solving capabilities by providing them with reasoning problems that required them to identify patterns and relationships.

Over the course duration, a total of **147** students participated in the program. The students were actively engaged in daily practice sessions and weekly quizzes that allowed them to apply what they learned in class. The interactive nature of the course encouraged students to actively participate in problem-solving exercises, group discussions, and real-life case studies, which helped to deepen their understanding of the concepts. By incorporating practical exercises, the course kept the students engaged and ensured that they were constantly honing their reasoning skills.

Student feedback was largely positive, with many appreciating the practical approach to learning. Students expressed that the course helped them increase their speed and accuracy in solving both data interpretation and reasoning problems. One student noted, "The course helped me improve my speed and accuracy in solving data interpretation questions," while another remarked, "I feel more confident handling reasoning sections in competitive exams after this course." However, some students suggested the inclusion of more **advanced problem sets** and additional **mock tests** to simulate actual exam conditions. A few also recommended having more time dedicated to reviewing solutions and clearing doubts.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Soft Skills**  
**Academic Year 2022-23**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrc.ac.in](http://www.sbvrc.ac.in) e-mail : [principal.sbvrc@sbvr.in](mailto:principal.sbvrc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

## Career Counselling and Competitive Examinations Cell

Date : 09-10-2022

### Circular

It is informed that the Competitive Examinations and Career Counselling Cell is going to organize a 45 days programme on Soft Skills entitled "Mastering Soft Skills for Success" for the Academic Year 2022-23 in association with Department of English.

All the Interested students are informed to register their names with Head, Department of English and obtain the syllabus on or before 15-10-2022. The Programme will commence from 16-10-2022.



*[Handwritten Signature]*  
Principal

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL, Kadapa Dist.



*[Handwritten Signature]*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Syllabus for 45 Days Soft Skills Course on "Mastering Soft Skills for Success" for the Academic Year 2022-23

### Course Objectives:

- To understand the importance of soft skills in personal and professional contexts.
- To develop effective communication skills, including verbal, non-verbal, and written communication.
- To enhance interpersonal skills for building positive relationships in various settings.
- To cultivate critical thinking and problem-solving abilities.
- To improve time management and organizational skills.
- To foster resilience and adaptability in dealing with challenges.
- To refine leadership and teamwork skills for collaborative success.
- To instill self-awareness and emotional intelligence for better self-management.

### Course Outcomes: By the end of this course, students will be able to:

1. Demonstrate proficient communication skills in various forms.
2. Establish and maintain positive relationships in personal and professional settings.
3. Employ critical thinking and problem-solving techniques effectively.
4. Manage time efficiently and organize tasks systematically.
5. Adapt to changing environments with resilience and flexibility.
6. Lead teams and contribute effectively to group dynamics and Exhibit self-awareness and emotional intelligence in interpersonal interactions.
7. Apply learned soft skills to enhance personal and professional growth.

### Detailed Syllabus

#### Unit 1: Introduction to Soft Skills (5 days)

- Understanding the importance of soft skills in modern contexts
- Overview of communication, interpersonal skills, and emotional intelligence
- Self-assessment: Identifying personal strengths and areas for improvement
- Introduction to effective communication techniques

#### Unit 2: Communication Skills (10 days)



*K. Srinivasulu Reddy*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

*K. Srinivasulu Reddy*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

- Verbal communication: Speaking clearly, listening actively, and presenting confidently
- Non-verbal communication: Body language, gestures, and facial expressions
- Written communication: Crafting professional emails, reports, and documents
- Communication in diverse contexts: Tailoring messages for different audiences

## Unit 3: Interpersonal Skills and Emotional Intelligence (10 days)

- Building rapport and fostering positive relationships
- Conflict resolution and negotiation techniques
- Understanding emotions and managing interpersonal conflicts
- Empathy and active listening in interpersonal interactions


## Unit 4: Problem Solving and Critical Thinking (10 days)

- Analytical thinking: Identifying problems and generating solutions
- Decision-making: Evaluating options and making informed choices
- Creative problem-solving techniques
- Applying critical thinking skills in personal and professional contexts

## Unit 5: Leadership, Teamwork, and Time Management (10 days)

- Leadership styles and qualities of effective leaders
- Team dynamics: Collaboration, motivation, and conflict resolution
- Time management techniques: Setting goals, prioritizing tasks, and managing resources
- Balancing leadership responsibilities, teamwork, and personal productivity



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📠 : +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Valedictory Report on "Mastering Soft Skills for Success" on 30-11-2022 for the Academic Year 2022-23

Number of Students participated	: 189
Duration of the course	: 45 days
Dates	: 16-10-2022 to 30-11-2022

Investing in soft skills training can significantly contribute to personal development and organizational success. By improving communication, productivity, customer service, team dynamics, adaptability, job satisfaction, leadership skills, and self-confidence, soft skills training provides a comprehensive approach to enhancing workplace effectiveness. The institution recognized the importance of soft skills and organized a 45-day program from 16-10-2022 to 30-11-2022 titled "Mastering Soft Skills for Success" under the Competitive Examinations and Career Counselling Cell, in collaboration with the Department of English. A total of 189 students enrolled in the program.

The Valedictory function of the course began at 3:00 PM on 30-11-2022, with the Principal, Programme Convener, and Head of the Department of English invited to the dais. The principal congratulated the convener and the English Department for organizing the program, highlighting the significance of soft skills in the 21st century for securing jobs after graduation. The Programme Convener delivered an inspiring speech on the importance of soft skills, and the Head of the Department of English pledged continued support for such initiatives.

Students expressed their satisfaction and some students given their testimonials regarding the program and requested more similar opportunities to enhance their abilities. The function concluded with the distribution of certificates and sweets to the participants, followed by a vote of thanks from the IQAC Coordinator and the National Anthem.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Guidance for competitive examinations for  
Academic Year  
2023-24**

**Reasoning for Competitive Examinations  
2023-24**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Syllabus for 30 Day Syllabus for the course "Reasoning for Competitive Examinations" for the Academic Year 2023-2

### Course Objectives

1. To develop essential logical reasoning skills for competitive examinations.
2. To improve problem-solving speed and accuracy in both verbal and non-verbal reasoning.
3. To help students approach reasoning questions systematically and confidently.

### Course Outcomes

1. Solve verbal and non-verbal reasoning problems with greater accuracy and speed.
2. Apply logical reasoning techniques to various competitive exam questions.
3. Build confidence in handling reasoning sections effectively.


### Unit 1: Verbal Reasoning

1. **Syllogisms** - Basic concepts and Venn diagrams for conclusions.
2. **Coding-Decoding** - Number and letter coding techniques.
3. **Blood Relations** - Family relationships and understanding puzzles.
4. **Seating Arrangements** - Linear and circular seating arrangements.
5. **Direction Sense** - Solving direction-based movement problems.

### Unit 2: Non-Verbal Reasoning

1. **Series Completion** - Identifying patterns in number and image series.
2. **Mirror and Water Images** - Recognizing reflected images.
3. **Analogy and Classification** - Solving visual analogies and classification problems.
4. **Embedded Figures** - Identifying hidden figures in larger images.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎ : 08569-282021, 📞 : +91 75690 34175

## Report on the 30-Day Course: "Reasoning for Competitive Examinations" for the Academic Year 2023-24

**Organized by** : Competitive Examinations and Career Counselling Cell  
**In Coordination With** : Department of Mathematics  
**Duration** : 30 Days  
**Dates** : 18-01-2024 to 17-02-2024  
**Students Participated** : 192

To enhance students' logical reasoning and problem-solving skills, the institution conducted a 30-day intensive course titled "Reasoning for Competitive Examinations" from January 1, 2023, to January 30, 2023. This course was a collaborative effort between the Competitive Examinations and Career Counselling Cell and the Department of Mathematics, designed to provide students with the essential tools they need to excel in competitive exams. The primary goal of the course was to equip students with a solid foundation in reasoning skills that are crucial for tackling competitive exam questions effectively.

A total of 192 students participated in the course, which employed a multifaceted approach to teaching. The course structure included lectures, group discussions, practical problem-solving exercises, and weekly quizzes, all aimed at reinforcing the students' learning. The interactive nature of the sessions encouraged active engagement, fostering a stimulating and collaborative learning environment that helped students develop confidence in their reasoning abilities.

The feedback from participants was overwhelmingly positive, with many students praising the practical approach of the course and the well-balanced coverage of both verbal and non-verbal reasoning topics. However, some students suggested the addition of more advanced practice problems, additional mock tests, and review sessions to refine their skills further. These suggestions reflect the students' desire to deepen their understanding and improve their performance in competitive exams.

To improve future editions of the course, it is recommended to incorporate advanced problem sets, supplementary video tutorials, and self-paced learning resources. By adding these elements, the course can provide even more comprehensive preparation for competitive exams, helping students to further strengthen their skills at their own pace.

Overall, the "Reasoning for Competitive Examinations" course successfully achieved its objective of enhancing students' logical reasoning and problem-solving abilities. The course empowered students to approach reasoning questions with greater confidence and efficiency, which will prove beneficial not only in academic settings but also in competitive examinations. This initiative has proven to be a valuable tool in preparing students for the challenges they will face in their future exams.



*Km*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
*Km*  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Arithmetic Ability for Competitive Examinations**  
**2023-24**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

## Competitive Examinations and Career Counselling Cell Syllabus for "Basic Course in Arithmetic Ability" for the Academic Year 2023-24 Course Duration: 30 Days

### Course Objectives

- To develop foundational arithmetic skills for solving real-world and competitive examination problems.
- To improve accuracy and speed in mathematical calculations.
- To enable learners to approach quantitative problems logically and confidently.
- To lay the groundwork for advanced mathematical and analytical studies.

### Course Outcomes

- Apply arithmetic concepts to solve practical problems effectively.
- Demonstrate improved calculation speed and accuracy.
- Develop logical reasoning and problem-solving strategies.
- Build confidence in handling quantitative aptitude tests and everyday math challenges.

### Unit 1: Fundamental Arithmetic Concepts

- **Number Systems** - Natural, Whole, Integers, Rational, and Irrational Numbers, Place value and face value, Divisibility rules
- **Operations on Numbers** - Addition, Subtraction, Multiplication, and Division, Order of Operations (BODMAS)
- **Fractions and Decimals** - Conversion between fractions and decimals, Operations on fractions and decimals
- **Percentages**- Concept of percentage, Calculations involving increase, decrease, and comparison
- **Ratios and Proportions**- Understanding and solving ratio problems, Proportionality and cross-multiplication
- **Averages**- Concept and formula, Weighted averages

### Unit 2: Applied Arithmetic and Problem Solving

- **Simple and Compound Interest** - Basics of interest calculation, Differences between simple and compound interest, Applications in real-world scenarios
- **Time and Work**- Work efficiency and combined work problems, Concept of man-hours
- **Time, Speed, and Distance**- Relationship between time, speed, and distance, Problems involving relative speed and average speed
- **Profit and Loss** - Cost price, selling price, and profit/loss percentage. Discounts and marked price calculations
- **Problems on Ages**- Formulating and solving age-related problems using equations
- **Data Interpretation**- Reading and interpreting tables, charts, and graphs, Solving basic arithmetic problems based on data



*[Signature]*

*[Signature]*

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL - 516 227, Kadapa Dist.  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📠: +91 75690 34175

## A Report on - Competitive Examinations and Career Counselling Cell "Basic Course in Arithmetic Ability" for 30-day in coordination with Mathematics Department for the Academic Year 2023-24

Duration of the Course	: 30	Dates : 01-02-2023 to 02-02-2023
Number Students Participated	: 187	

The "Basic Course in Arithmetic Ability" for the Academic Year 2021-22 was conducted over a duration of 30 days to strengthen students' foundational mathematical skills. The course aimed to equip participants with essential arithmetic abilities required for practical applications, academic pursuits, and competitive examinations.

The course structure included Fundamental Arithmetic Concepts, which focused on basic operations, and Problem Solving introduced students to practical applications, including simple and compound interest, time and work, profit and loss, and data interpretation. A total of 187 students actively participated, demonstrating enthusiasm and commitment throughout the program. The methodology combined interactive lectures with daily assignments, weekly assessments, fostering a dynamic learning environment.

To build on this success, it is recommended that follow-up programs focusing on advanced arithmetic and quantitative aptitude be introduced. Including more mock tests and practice sessions will further improve students' readiness for competitive exams.

The program successfully met its objectives by enhancing students' problem-solving abilities and confidence in handling arithmetic problems. Participants reported noticeable improvements in speed and accuracy, along with a better understanding of real-world applications. This positive outcome underscores the importance of such foundational courses in equipping students for academic and professional success.

Student feedback collected at the conclusion of the course highlighted its effectiveness and relevance. Many participants appreciated the clarity of concepts and practical focus, with comments such as, "The basics were explained so well that I can now solve problems with confidence," and "Learning profit and loss, as well as time and work, was especially useful for competitive exams." The interactive teaching methods and engaging examples were also commended.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

# **Data Interpretation**

## **2023-24**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📞: +91 75690 34175

Competitive Examinations and Career Counselling Cell

Syllabus for 30 Day Course on

"Data Interpretation and Logical Reasoning"

for the Academic Year 2023-24

## Course Objectives

4. To develop students' ability to analyze and interpret data from different sources such as charts and tables.
5. To enhance logical reasoning skills for solving problems quickly and accurately.
6. To prepare students for competitive exams with a focus on time management and problem-solving strategies.

## Course Outcomes

4. Interpret and analyze data presented in tables, charts, and graphs.
5. Solve data interpretation and logical reasoning problems efficiently.
6. Improve performance in competitive exams, particularly in data and reasoning sections.

## Unit 1: Data Interpretation

- **Introduction to Data Interpretation** - Types of data and common sources: Tables, graphs, and charts.
- **Graphs and Charts** - Interpreting bar graphs, pie charts, and line graphs, Identifying trends and drawing conclusions from data.
- **Tables and Data Analysis** - Analyzing and solving problems using data from tables.

## Unit 2: Logical Reasoning

- **Introduction to Logical Reasoning** : Basic strategies for solving reasoning problems.
- **Number and Alphabet Sequences** : Identifying patterns in number and letter series.
- **Analogies and Relationships** : Solving analogy-based problems.
- **Puzzles and Seating Arrangements** : Solving simple seating arrangement and puzzle problems.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Report on the 30-Day Course - "Data Interpretation and Logical Reasoning" for the Academic Year 2023-24

Organized by	: Competitive Examinations and Career Counselling Cell
In Coordination With	: Department of Mathematics
Duration	: 30 Days
Academic Year	: 2023-24
Dates	: 01-11-2023 to 30-11-2023
Number of Students	: 166

Over the course duration, a total of **166** students participated in the program. The students were actively engaged in daily practice sessions and weekly quizzes that allowed them to apply what they learned in class. The interactive nature of the course encouraged students to actively participate in problem-solving exercises, group discussions, and real-life case studies, which helped to deepen their understanding of the concepts. By incorporating practical exercises, the course kept the students engaged and ensured that they were constantly honing their reasoning skills.

"Data Interpretation and Logical Reasoning" course successfully met its objectives by equipping students with essential skills for competitive exams. The students gained valuable skills in analyzing and interpreting data as well as solving reasoning problems efficiently. These skills will prove beneficial to students as they prepare for future exams.

The institution organized a **30-day course** titled "**Data Interpretation and Logical Reasoning**" to improve students' analytical and reasoning skills, which are essential for success in competitive examinations. The course, held from 01-11-2023 to 30-11-2023, was designed to equip students with the necessary tools to analyze data and solve reasoning problems effectively. This initiative was a collaborative effort between the **Competitive Examinations and Career Counselling Cell** and the **Department of Mathematics**, focusing on building foundational skills in data interpretation and logical reasoning.


The course was divided into two primary units: **Data Interpretation** and **Logical Reasoning**. **Data Interpretation**, students were taught how to interpret data from tables, bar graphs, pie charts, and line graphs. The topics emphasized analyzing trends, solving problems based on tabular data, and understanding graphical data representations. **Logical Reasoning** focused on developing students' ability to solve number and alphabet sequences, analogies, and puzzles. These topics aimed to enhance students' critical thinking and logical problem-solving capabilities by providing them with reasoning problems that required them to identify patterns and relationships.

Student feedback was largely positive, with many appreciating the practical approach to learning. Students expressed that the course helped them increase their speed and accuracy in solving both data interpretation and reasoning problems. One student noted, "The course helped me improve my speed and accuracy in solving data interpretation questions," while another remarked, "I feel more confident handling reasoning sections in competitive exams after this course." However, some students suggested the inclusion of more **advanced problem sets** and additional **mock tests** to simulate actual exam conditions. A few also recommended having more time dedicated to reviewing solutions and clearing doubts.



  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL

S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

**Soft Skills**  
**Academic Year 2023-24**



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbyr.in](mailto:principal.sbvrdc@sbyr.in) ☎: 08569-282021, 📞: +91 75690 34175

## Career Counselling and Competitive Examinations Cell

Date : 15-11-2023

### Circular

It is informed that the Competitive Examinations and Career Counselling Cell is going to organize a 45 days programme on Soft Skills entitled "Mastering Soft Skills for Success" for the Academic Year 2023-24 in association with Department of English. All the Interested students are informed to register their names with Head, Department of English and obtain the syllabus on or before 21-11-2023. The Programme will commence from 21-11-2023.



Principal

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎ : 08569-282021, 📞 : +91 75690 34175

## Syllabus for 45 Days Soft Skills Course on "Mastering Soft Skills for Success" for the Academic Year 2023-24

### Course Objectives:

- To understand the importance of soft skills in personal and professional contexts.
- To develop effective communication skills, including verbal, non-verbal, and written communication.
- To enhance interpersonal skills for building positive relationships in various settings.
- To cultivate critical thinking and problem-solving abilities.
- To improve time management and organizational skills.
- To foster resilience and adaptability in dealing with challenges.
- To refine leadership and teamwork skills for collaborative success.
- To instill self-awareness and emotional intelligence for better self-management.

### Course Outcomes: By the end of this course, students will be able to:

15. Demonstrate proficient communication skills in various forms.
16. Establish and maintain positive relationships in personal and professional settings.
17. Employ critical thinking and problem-solving techniques effectively.
18. Manage time efficiently and organize tasks systematically.
19. Adapt to changing environments with resilience and flexibility.
20. Lead teams and contribute effectively to group dynamics and Exhibit self-awareness and emotional intelligence in interpersonal interactions.
21. Apply learned soft skills to enhance personal and professional growth.

### Detailed Syllabus

#### Unit 1: Introduction to Soft Skills (5 days)

- Understanding the importance of soft skills in modern contexts
- Overview of communication, interpersonal skills, and emotional intelligence
- Self-assessment: Identifying personal strengths and areas for improvement
- Introduction to effective communication techniques

#### Unit 2: Communication Skills (10 days)



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.

  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : [www.sbvrdc.ac.in](http://www.sbvrdc.ac.in) e-mail : [principal.sbvrdc@sbvr.in](mailto:principal.sbvrdc@sbvr.in) ☎: 08569-282021, 📞: +91 75690 34175

- Verbal communication: Speaking clearly, listening actively, and presenting confidently
- Non-verbal communication: Body language, gestures, and facial expressions
- Written communication: Crafting professional emails, reports, and documents
- Communication in diverse contexts: Tailoring messages for different audiences

### Unit 3: Interpersonal Skills and Emotional Intelligence (10 days)

- Building rapport and fostering positive relationships
- Conflict resolution and negotiation techniques
- Understanding emotions and managing interpersonal conflicts
- Empathy and active listening in interpersonal interactions

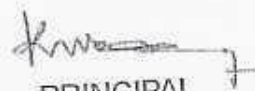
### Unit 4: Problem Solving and Critical Thinking (10 days)

- Analytical thinking: Identifying problems and generating solutions
- Decision-making: Evaluating options and making informed choices
- Creative problem-solving techniques
- Applying critical thinking skills in personal and professional contexts

### Unit 5: Leadership, Teamwork, and Time Management (10 days)

- Leadership styles and qualities of effective leaders
- Team dynamics: Collaboration, motivation, and conflict resolution
- Time management techniques: Setting goals, prioritizing tasks, and managing resources
- Balancing leadership responsibilities, teamwork, and personal productivity



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.



# S.B.V.R. DEGREE COLLEGE

(Recognized by UGC under Section 2(f) & 12(B), Permanently Affiliated to Yogi Vemana University, Kadapa)

Mydukur Road, BADVEL - 516 227, Kadapa Dist. Andhra Pradesh, India.

Website : www.sbvrdc.ac.in e-mail : principal.sbvrdc@sbvr.in ☎: 08569-282021, 📞: +91 75690 34175

## Competitive Examinations and Career Counselling Cell

### Valedictory Report on "Mastering Soft Skills for Success" on 05-01-2024 for the Academic Year 2023-24

Number of Students participated	: 203
Duration of the course	: 45 days
Dates	: 22-11-2023 to 05-01-2024

Investing in soft skills training can significantly contribute to personal development and organizational success. By improving communication, productivity, customer service, team dynamics, adaptability, job satisfaction, leadership skills, and self-confidence, soft skills training provides a comprehensive approach to enhancing workplace effectiveness. The institution recognized the importance of soft skills and organized a 45-day program from 22-11-2023 to 05-01-2023 titled "Mastering Soft Skills for Success" under the Competitive Examinations and Career Counselling Cell, in collaboration with the Department of English. A total of 203 students enrolled in the program.

The Valedictory function of the course began at 3:00 PM on 05-01-2024, with the Principal, Programme Convener, and Head of the Department of English invited to the dais. The principal congratulated the convener and the English Department for organizing the program, highlighting the significance of soft skills in the 21st century for securing jobs after graduation. The Programme Convener delivered an inspiring speech on the importance of soft skills, and the Head of the Department of English pledged continued support for such initiatives.

Students expressed their satisfaction and some students given their testimonials regarding the program and requested more similar opportunities to enhance their abilities. The function concluded with the distribution of certificates and sweets to the participants, followed by a vote of thanks from the IQAC Coordinator and the National Anthem.



  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.  
  
PRINCIPAL  
S.B.V.R. DEGREE COLLEGE  
BADVEL-516 227, Kadapa Dist.