



# IDEAL INSTITUTE OF MANAGEMENT AND TECHNOLOGY



Recognized by  
Govt. of NCT, Delhi



Affiliated to  
GGS IP University



Approved by  
Bar Council of India



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NAAC



An ISO 9001:2015  
Certified Institution



under the aegis of  
**Internal Quality Assurance Cell (IQAC)**



*in collaboration with*  
**SunRise University**  
Alwar, Rajasthan

*Organises*

## **TWO WEEKS ONLINE REFRESHER COURSE ON CAREER COUNSELING AND GUIDANCE**

**22<sup>nd</sup> JUNE - 5<sup>th</sup> JULY 2020 (MONDAY - SUNDAY)**

**TIMINGS : 3:00 PM - 5:00 PM**

**16 X, Karkardooma Institutional Area, Delhi-92**

**Tel. : 011-22372639, 22375961**

**[www.idealinstitute.edu.in](http://www.idealinstitute.edu.in)**

## ABOUT THE INSTITUTE

Ideal Institute of Management and Technology was setup in 1999 under the aegis of New Millennium Education Society, with the sole objective of imparting quality Education and empowering the young generation of the new millennium to face the growing challenges of Education. Since the very beginning the Institute has acquired a commendable position as a Premier Educational Institution imparting education in the fields of Law, Business Administration topped with Computer Aided Management and conducts B.A.LL. B and B.B. A. programmes of Guru Gobind Singh Indraprastha University, Delhi. The institute is working for promoting moot court culture and providing opportunity and platform to the students to shine in the sphere of moot court. The institute strives hard in every way possible for providing best opportunities to the students.

## ABOUT THE REFRESHER COURSE

The **Two Weeks Online Refresher Course** has been designed to meet requirements of the changing role of a teacher as a guide and a career counselor. The course will provide an opportunity to address the challenges of the contemporary education scenario. The interactive sessions during the course will provide an enriching experience to learn more about importance of guidance, career development, career choices, inter-personal relationships and stress management .

# PROGRAMME SCHEDULE

## MGC – I      Need, Meaning, and Scope of Guidance

### DAY 1

Monday, 22nd June

TIMINGS :

3:00 PM - 3:45 PM

### CHIEF GUEST

**Prof. (Dr.) Anup Pradhan**

Hon'ble Vice Chancellor & President,  
SUNRISE UNIVERSITY,  
ALWAR, Rajasthan



Inaugural Address and Blessings

TIMINGS :

3:45 PM - 5:00 PM

**Dr. Deepa Sikand Kauts**

Head, Department of Education,  
Guru Nanak Dev University,  
Amritsar, Punjab



1. Basic assumptions
2. Principles of guidance
3. Counseling Skills
4. Listening
5. Understanding People & Problems

### DAY 2

Tuesday, 23rd June

TIMINGS :

3:00 PM - 5:00 PM

**Dr. Satyanand Panda**

Head, Psychology Department,  
Sikkim University,  
Sikkim



1. Behavioural Problems in Children and its Management
2. Emotional Problems in Children and its Management.

### DAY 3

Wednesday, 24th June

TIMINGS :

3:00 PM - 5:00 PM

**Dr. Amita Puri**

Director, Optimus Center for Well  
Being Citizen Hospital & De addiction  
Center, Gurugram, Haryana.



1. Understanding Relationships
2. Aids in understanding
3. Measurement and application of self – understanding

# PROGRAMME SCHEDULE

## MGC – 2

## Essentials of Guidance & Counseling : Guidance Movement in India

### DAY 4

Thursday, 25th June

TIMINGS :

3:00 PM - 5:00 PM

### Dr. Ajay Kumar Behera

Assistant Regional Director,  
IGNOU Regional Center, Kolkata,  
West Bengal



Achievement and Aptitude tests

### DAY 5

Friday, 26th June

TIMINGS :

3:00 PM - 5:00 PM

### Prof. (Dr.) Saroj Sharma

Professor & Former Dean, USE,  
GGSSIP University, Delhi



Importance of Inter personal  
relationships in Guidance &  
Counseling

### DAY 6

Saturday, 27th June

TIMINGS :

3:00 PM - 5:00 PM

### Dr. Tania Gupta

Principal  
Army Institute of Education  
Greater Noida, Uttar Pradesh  
Affiliated to GGSIP University, New Delhi



Occupational Information:  
Collection, Classification and  
Dissemination

## MGC – 3

## Mental Health & Adjustment

### DAY 7

Sunday, 28th June

TIMINGS :

3:00 PM - 5:00 PM

### Prof. (Dr.) Seema Vinayak

Chairperson, Department of Psychology,  
Panjab University, Chandigarh



1. Characteristics, Need, Importance of Mental Health & Adjustment
2. Status of Mental Health in India, Mental Health Comparison of the students (India vs other Countries)

# PROGRAMME SCHEDULE

## MGC – 4 Career Development

**DAY 8**  
**Monday, 29th June**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Dr. Savneet**  
Head, Department of Psychology,  
Guru Gobind Singh College for Women,  
Chandigarh.



Character Strengths required for a  
Successful Career

**DAY 9**  
**Tuesday, 30th June**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Prof. (Dr.) Amit Kauts**  
Dean, Department of Education  
Programme Coordinator, PMMMNMTT, MHRD  
Guru Nanak Dev University, Amritsar, Punjab.



1. Successful interviewing,
2. Understanding and Assisting Clients and Students

**DAY 10**  
**Wednesday, 1st July**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Dr. Neeti Dutta**  
Maulana Azad national  
Urdu University, Bhopal, Madhya Pradesh.



Understanding theories of Career  
Development and Career Choice

**DAY 11**  
**Thursday, 2nd July**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Dr. (Mrs.) Mandeep K. Kochar**  
Vice – Principal, Bombay Teachers' Training College,  
Colaba, Mumbai, Maharashtra.



1. Applying theories of career development and career choice
2. Selecting and implementing career interventions
3. Role of assessment and appraisal in career interventions

# PROGRAMME SCHEDULE

## MGC – 5 Stress & Conflict Development

**DAY 12**  
**Friday, 3rd July**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Prof.(Dr.) Anil Parkash Sharma**  
Director, IIMT,  
Affiliated to Guru Gobind Singh Indraprastha  
University, Delhi



1. Stress & Stressor
2. Difference between Eustress & Distress
3. Dealing with Difficulties

**DAY 13**  
**Saturday, 4th July**  
**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Dr. Vineeta Sharma**  
(Principal, BBA 1st Shift), IIMT  
Affiliated to Guru Gobind Singh Indraprastha  
University, Delhi



Difference between acute,  
acute episodic & chronic stress

**DAY 14**  
**Sunday, 5th July**

**TIMINGS :**  
**3:00 PM - 5:00 PM**

**Prof.(Dr.) T.P.S Rathore**  
Principal, School of Law, IIMT



Common Stressors & Spiritual  
Development

**Prof.(Dr.) Anil Parkash Sharma**  
Director, IIMT,  
Affiliated to Guru Gobind Singh Indraprastha  
University, Delhi



5 Dimensions of Holistic Health

# REGISTRATION & INSTRUCTIONS

*Registration Fees - Rs. 500/-*

**LAST DATE OF REGISTRATION - 20-06-2020**

## **NEFT DETAILS**

Bank Details for NEFT/Online Transfer:

**Beneficiary Name:**

Ideal Institute of Management & Technology

**Bank Name :** Central Bank of India,

S.D. Sr. Sec. School, Shahdara, Delhi-32

**Account No. :** 1021422987

**IFSC Code :** CBI N0283323

*For registration Click the link below*

<https://forms.gle/qaBmgvniH4JRZMH8>

*For any enquiry, participant may contact at :*

Mr. Mahesh Sharma - 9811862166

Ms. Astha Sharma - 9711302605

Ms. Deepa Jain - 9811134693

*or mail at [gciimt2020@gmail.com](mailto:gciimt2020@gmail.com)*

1. It is mandatory for the participants to join the session using the Webex link mentioned here 10 minutes before the scheduled time. Lateral entries are not permitted.

2. If you're planning to access the Session via phone, please ensure that you've downloaded the app Cisco Webex etc or whichever is applicable to you at the moment .

3. Kindly keep your devices on *mute* while the resource person is speaking.

4. Kindly switch off your *video* from the moment of joining the meet.

5. No one will press "*present screen*" button.

6. A sound, internet connectivity at your end is a preliminary requirement for an enriched learning experience for you.

7. Laptop login does not require any download. Mere clicking on the above link will let you join the meet.

8. E-certificates will be awarded only to the participants who attend the entire session.

9. E- certificates will be mailed to your registered email id by the following weekend.

10. Google Attendance Form will be sent during session for Attendance Confirmation.

11. Participants must attach the copy of payment (or screenshot) with Registration Google Form.

# PILLARS OF IIMT

## CHIEF PATRONS

**Smt. Sudha Aggarwal**  
(Chairperson, IIMT)

**Sh. Vineet Aggarwal**  
(Secretary General, IIMT)

## PATRONS

**Prof.(Dr.) Anil Parkash Sharma**  
(Director, IIMT)

**Prof.(Dr.) T.P.S. Rathore**  
(Principal, School of Law, IIMT)

## ORGANISING COMMITTEE

### Overall Head

**Dr. Vineeta Sharma**

### IT Advisor

**Ms. Seema Nath Jain**

### Convener

**Mr. Mahesh Sharma**

**Ms. Sonal Goel**

**Ms. Jasmandeep Kaur**

### Co-Convener

**Mr. Satpal Arora**

**Ms. Astha Sharma**

### Event Coordinator

**Ms. Deepa Jain**

**Ms. Harsh Kalra**

