

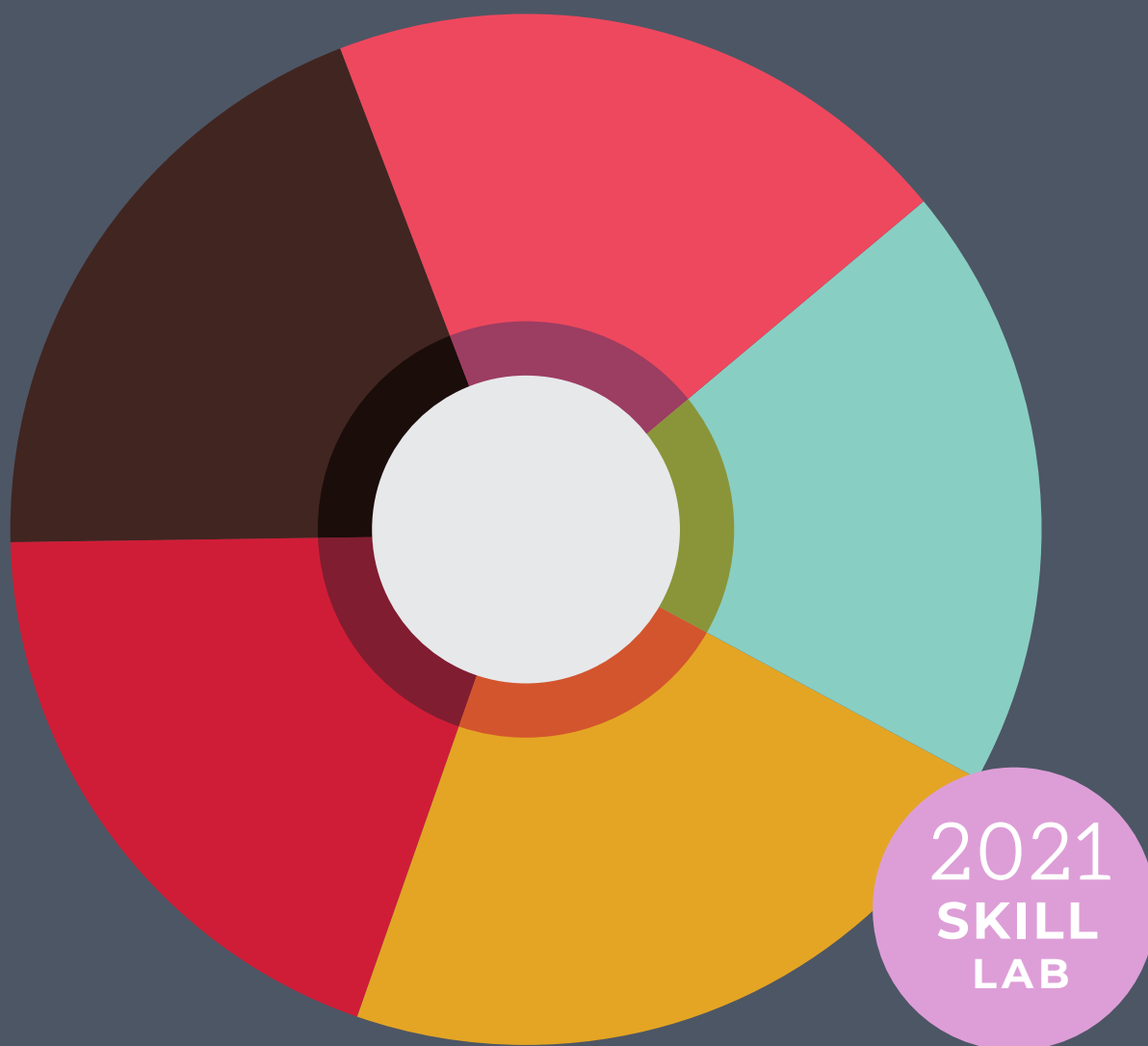


MADRAS SCHOOL OF SOCIAL WORK

An Autonomous Institution affiliated to University of Madras

MASTER OF SOCIAL WORK (AIDED)

ISSUE 1



SOFT SKILLS

2021-
22

**Dr. P. Amuthalakshmi,
Faculty Coordinator**

DATE: 31/08/2021

TIME: 9:30am – 12:30pm

PRESENTER: Mr. AMARENDRAN CHODAVARAM

As a part of the skill Lab program which was scheduled from 81st August 2021 to 1st September 2021, a batch containing 25 social work trainees attended their 1st-day of soft skills training. on 31st August 2021 at 9.30 am. The main focus" of the session was guided by "Understanding self" and was an instructor named Mr. Amarendran Chodavaram. With a short

Introduction, in the beginning, the trainees were asked to fill in their responses on the Ego test and Temperament test sheets through. Microsoft Excel. the questions and answers/options for filling out the activity sheet were presented by the Instructor. On completion of both the tests, lessons were taught on the personal organization of self. Additionally Transaction Analysis of Ar. Eric Berne was introduced, under which. ego states such as parent Ego state [critical Parent and Nurturing Parent], Adult Ego state, and Child Ego state [Adaptive child, Little professor, Natural child] were discussed. Complementary, crossed and complex transactions also formed the core subjects of the presentation.

After having a clear understanding about. every concept, the social work trainees were asked to open the response sheets. As the trainer instructed about the abbreviations and scoring fatter for every response the trainees evaluated understanding of their state of ego and temperament. At last, the session ended with feedback notes from the trainees at 12.30 pm.

DATE: 01/04/2021

TIME: 9.30am-12.30pm

PRESENTER: Mr. AMARENDRAN CHODAVARAM

The second day of the Soft Skills session was scheduled for 1st September 2021 at 9.30 am. The main topic of discussion was "Understanding others through self? Mr. Amarendran chodavaram," trainer, discussed various types of leadership. such as autocratic, democratic, benevolent, Bureaucratic, situational, and parentalistic leaders -ship. Following this, a batch consisting of 25 Social work trainees was divided into 5. groups, each containing 5 members. A worksheet titled "Desert Survival Exercise was provided. by the instructor in advance, using which the trainees prioritized the given elements required for them to survive in the desert. Apart from individual ranking, group discussions were held regarding the same. After completing the activity, the trainer presented how an expert ranks the objects. A deep comparison has been made between preferences made by an individual, group, and expert. It was understood that trainees can generate better ideas in a group to achieve a common objective. With a presentation on team building, the session ended at 12.30 pm.

DATE: 02/09/2021

PRESENTER:- Ms. SUSHMA AMARENDRAN

TIME: 9.30am-12.30pm

The Social work trainees had their 3rd day of soft skills session on 2nd September 2021, at 9.30 am in virtual mode. The theme for the day was "Effective communication". Mrs. Sushma Amarendran, the trainer, started the class with a hands-on activity, where trainees were asked to fold and tear off a sheet of paper as instructed, with their eyes closed. By doing so, it was understood that communication is crucial to implement a task. Subsequently, a presentation was shared that dealt with concepts such as the meaning of communication, its process, and need. To make trainees experience group communication, the batch was divided into 5 groups, and were asked to enact different situations presented on the screen. In addition to this, the trainees were also made responsible to participate in emphasis tests and picture descriptions. The instructor then shared content on speaking and writing skills, along with

the procedure which has to be followed. Before making a formal presentation, after which, each team was given a theme to develop their own presentation. Finally, the student trainees were asked to complete a test and submit a feedback form after the class.

DATE : 03/09/2021

TIME: 1.30 am-12.30 pm

PRESENTER: Mr. AMARENDRAN CHODAVARAM

The final day of the soft skills session for Social work trainers was held on 3rd September 2021 in virtual mode. The main focus of the class was "Goal 10. Being Setting". a trainer, MA. Amarendran chodavaram shared presentation on the meaning of goal and productivity. An activity priority chart dealing with prioritizing individuals' work was an added input to the trainees. At the same time, strategies to set a SMART goal [Specific, Measurable, Achievable, Result oriented /Realistic, Time-bound] code were also discussed in detail. Following, the lecture, 5 groups, were asked to each containing 5 members a particular goal and develop a thorough planning idea for the same. More than half an hour later, each team had come up with goals along with specific details that were contained in the process. At the end of every presentation, the instructor recorded various suggestions and insights. on setting goals. The session ended successfully with a note of thanks. Overall, the session was insightful and equipped the trainees to work. more closely and unitedly group setting.

LEARNING EXPERIENCE: The four-day soft skills training engaged trainees to understand the importance of understanding oneself and performing better in a group setting. Hands-on activities proved to be very helpful as they dealt with communicating with other individuals in bringing out conclusions. The goal-setting session made the trainees realize that an objective must be specific. Overall, the soft skills. was insightful training

OUR OWN COMPLEX STATES OF MIND



FORMING - LEADER DIRECTS

STORMING - LEADERS COACH

NORMING - LEADER FACILITATES AND ENABLES

PERFORMING - LEADER DELEGATES AND OVERSEES

ADJOURNING - LEADER RE-ASSURES AND COMMUNICATE

Process



SMART GOALS

Specific
Measurable
Achievable
Result oriented / Realistic
Time - bound





MADRAS SCHOOL OF SOCIAL WORK

**P.G. AND RESEARCH DEPARTMENT
OF SOCIAL WORK (AIDED)**

DOCUMENTATION OF OUTBOUND TRAINING

24 TO 26 FEB, 2022



VENUE : MOUNT OLIVE OBT INSTITUTE - GUDUVANCHERY

FACULTY ESCORTS:

- **Dr. P. Amuthalakshmi** – Skill lab Coordinator
- **Dr. J. Chandrasekhar** – Day 1 & 2
- **Prof. Inian** – Day 2 & 3

CHIEF TRAINER:

Mr. Jesuraj Santiago, Director, Mount Olive OBT-Leadership Training Institute.

HEAD OF THE DEPARTMENT

Dr. J. S. Gunavathy

SKILL LAB COORDINATOR

Dr. P. Amuthalakshmi



OUT BOUND TRAINING

INTRODUCTION

The skill lab training for the 1st MSW (AIDED) took place from 24-02-2022 to 26-02-2022. The Out Bound Training is a credits skill lab training this semester. The training's coverage was primarily on **TEAMWORK and LEADERSHIP**. Out Bound Training is indispensable for the student trainees as they are striving to become efficient social workers in this society. The very venue for the OBT was indeed very remote and serene for the student trainees to take part in this skill lab.

The training center is located in Othivakkam. The rapport between the Mount Olive OBT and MSSW is very smooth and great. The entire campus is run by Mr. Jesuraj Santiago, who served the nation and now decided to serve the people and enhance them to be great leaders.

The guidelines for the OBT were circulated among the student trainees and the parents' consent was obtained through a letter. The student trainees were asked to assemble at the college premises at 6.45 am sharp and the vehicle left the college by 7.30 am. The student trainees were escorted by the faculty supervisors.

DAY 1

Date: 24-02-2022(Thursday)

Venue: Mount Olive OBT-Leadership Training Institute, Othivakkam Village

Incharge: Mr.jesuraj Santiago (Director of OBT)

Coordinator: Dr.P. Amuthalakshmi

Faculty Escorts: Dr.J.Chandrasekar and Dr.Amudhalakshmi

Program Mode: Residential program

Titles Covered: Orientation, Ice Breaking, Teams division, Games

Learnings:

Introduction:

The student trainees and the faculty escorts had breakfast in the refectory. The places for the accommodation were arranged and provided for the student trainees. The first day began with the orientation on OBT and the trainer made the student trainees feel at home.

Day- 1 (24-02-22)

Mr.Jesuraj Santiago, Chief Trainer welcomed everyone. Trainees were split into 3 groups each consisting of 15 members approximately. Teams were asked to select a leader and group name along with a slogan. The 3 teams were

- Red
- Incredibles
- Alpha Squad

Each team came up with its own slogan. Following this, activities were conducted which are described below.

LONGEST CHAIN ACTIVITY:

Trainees were asked to use all the resources that they possess with them and make the longest line as far as they could. All three teams adopted different techniques to complete the task. Some formed a human chain, while others used handkerchiefs, masks, caps, and so on to make a lengthy chain.

EGG ACTIVITY:

Each team was given 1 egg and they were asked to use all the resources that were available to them in their immediate surrounding so that when they drop it from the 2nd floor of the building it shouldn't break. Again, team members coordinated among themselves within the given period of time and executed their plan. Following this, Teams were again given an egg, but this time they had a constraint of using only natural resources around them to protect the egg. The group whose egg did not break was given 10 points.

CAMOUFLAGE:

In this activity, team members selected one person among them and camouflaged them using leaves, grass, and other resources that were present around them. Finally, 1 member from other teams identified the name of the person. Each group was given half an hour time to cover up the person.

POSTER MAKING: Leaders of each team were given sketch pens and charts. They were instructed to use their creative skill to draw or write what they expect from the 3-day OBT training session. Groups mainly focused on learning skills like communication, leadership, coordination, planning, innovation, and so on. One member from all 3 teams came forward to present their poster orally.

SKIT: A theme on how Social Work has been practiced among tribals before 1000 years was presented to the leaders of all three teams. They dressed up like tribals using natural resources that they could access and presented them before the crowd.

ROPE TASK:

Ropes were tied across 2 opposite poles. It consisted of 8 holes and trainees of each team had to pass between them without touching it. Team members lifted one person at a time and carefully made them pass between the hole.

INTERACTIVE SESSION:

Students were asked about the purpose of attending OBT training. Trainer and teams shared their opinion with each other.

SKIT:

Each group was instructed to perform a skit, which must include a social message and an intervention. Caste discrimination, sexual harassment was some of the concepts that were acted by the trainees.





DAY 2

Date: 25-02-2022(Friday)

Venue: Mount Olive OBT-Leadership Training Institute, Othivakkam Village

Incharge: Mr.jesuraj Santiago (Director of OBT)

Coordinator: Dr.P. Amuthalakshmi

Faculty Escorts: Dr.J.Chandrasekar, Dr. Inian, and Dr.Amudhalakshmi

Program Mode: Residential program

Titles Covered: Trekking, Group discussion, Campfire, and Activities.

Learnings:

Day- 2 (25-02-22)

TREKKING: Trainees assembled at 6 am on the ground floor and were told to walk across the institute quietly for 10 minutes. After this, everyone started climbing a mountain which was situated nearby. During the walk, trainees had to cross certain obstacles like thorn bushes, pits, and so on. Finally, everyone reached a pond (Destination point), situated on another side of the mountain.

PHYSICAL ACTIVITIES:

Teams were reassigned, and different leaders were selected. Each group was given a wooden plank across three differently closed iron pillars of different heights ranging from small to big and jumping from the highest pillar. Teams adopted various techniques to complete the task successfully. Some of the key takeaways of the task include overcoming fear, strengthening the inner self, planning, formulating strategy, motivating each other, team coordination, building trust, understanding the abilities of each member, and so on.

- A starting line was stretched across the breadth of the ground using a rope. One member from each string touched the ground as far as possible without placing their body over the earth. At the same time, the person's leg should not cross the line. Some teams lifted the participant and made them lie on the ground without touching it, while others used plank position and stretching.
- Each team member was given a half-cut PVC of small size, and five marbles were assigned to every group. From starting point, members had to connect those pipes and drop all five marbles in a bowl placed at the ending point. Trainees attached the pipes, made the marble run from one end and continued connecting by joining it continuously.
- The leader has selected the two best communicators from each team. One of them was blindfolded, and both stood in the opposite direction without facing each other. The person who has not been blindfolded met their team members. The task was to make the blindfolded person take a kerchief placed over a distance of fewer than 100 meters by hearing the command of the individual standing opposite to him.
- Other team members should try to help the commander in action alone to make the blindfolded individual jump over an obstacle at the endpoint and take the cloth piece. The team which completed the task with all these limitations was given 10 points.
- At night, a campfire was organized, and teams were asked to perform a song and dance.





DAY 3

Date: 26-02-2022(Saturday)

Venue: Mount Olive OBT-Leadership Training Institute, Othivakkam Village

Incharge: Mr.jesuraj Santiago (Director of OBT)

Coordinator: Dr.P. Amuthalakshmi

Faculty Escorts: Dr. Inian, and Dr.Amudhalakshmi

Program Mode: Residential program

Learnings:

WALK: On 26th February 2022, trainees gathered on the ground floor for 2 hours walk. The chief trainer instructed the direction to be followed in reaching the same institute again.

MOTIVATIONAL SESSION: Mr. Pratap, trainer, introduced himself to everyone and welcomed the gathering. He emphasized that however hard a problem is, one must constantly search for a solution. Statements like, "I AM THE BEST", "WE ARE THE BEST" and "YOU ARE BEST" were told at the same time by everyone. Trainees also moved across the room and wished each other, saying, "YOU ARE THE BEST".

VALUE IDENTIFICATION: Each trainee was given an assessment sheet that contained self-awareness questions. Students identified personal values among the given option. Based on this set of questions, everyone was instructed to add on their own mission using the values which they identified previously.

GROUP ACTIVITY: Each team was asked to think of one shop and every member has to think of one item of the shop. They had to shout out all the items at the same time. Other teams had to find what shop the performing team is trying to convey. The same activity was repeated four times.

SESSION ON SELF-CONFIDENCE: Mr. Pratap, Trainer, lectured on how great personalities evolve and the need to stay goal-oriented.

LOCATION TASK: The trainer sent 15 natural pictures of the location, situated in and around the institute. Members had to identify the actual area of the photograph and take creative pics in front of them. Each team moved across the training center to take pictures.

SHARING POSITIVE TRAIT: Each team member was asked to sit in a chair, and one trainee from each group had to come forward and give positive feedback about the person.

FEEDBACK: Student trainees were given a feedback form to evaluate the effectiveness of the 3-day session on teamwork and leadership

- The trainees left the institute around 5 pm.





PERSONAL LEARNING:

The Social work trainee learned to understand the individuality of each person. One of the critical takeaways of the session is that, no matter how complex a task is, if everyone has the willpower to coordinate, anything is possible. In addition to this, one should always be a solution seeker rather than thinking of problems.

PROFESSIONAL LEARNING:

Following are the significant professional learning of the skill lab program,

- Learning to work efficiently in a group
- Identifying the strength and weaknesses of oneself
- Planning a task
- Formulating appropriate strategy
- Team building
- Time management

CONCLUSION:

The 3-day outdoor learning program on teamwork and leadership proved very helpful. It was different and fun to learn complicated lessons through the outdoor tasks. The experiential or practical learning was perfect and helped the trainees shape their personalities.

GLIMPSES:

Press the following link to view the photos taken during the OBT training - <https://bit.ly/obt2022>