

SCHOOL OF SKILL DEVELOPMENT

BFGI SKILL BULLETIN

MONTHLY NEWSLETTER – MARCH 2026

VISION

To become a leading centre for skill development that empowers students with practical competencies, innovation capabilities, and industry-relevant expertise, enabling them to excel in their careers and contribute meaningfully to society.



MISSION

- To promote hands-on learning and practical skill development among students across disciplines.
- To enhance students' professional capabilities through training, competitions, and experiential learning opportunities.
- To encourage innovation, product development, and problem-solving through interdisciplinary collaboration.
- To bridge the gap between academic learning and industry expectations by fostering a culture of continuous improvement and excellence.



Message from the Chairman



It gives me great pleasure to know that the School of Skill Development, BFGI, is launching its Monthly Newsletter. This initiative reflects the institution's commitment to promoting industry-oriented learning, innovation, and a progressive culture of knowledge sharing within the campus.

Such a platform will serve as an effective medium to showcase achievements, initiatives, and the dynamic activities carried out by the School. It will also encourage students to think creatively, participate actively, and develop the confidence and capabilities required to meet the evolving expectations of the professional world.

I appreciate the efforts of the School of Skill Development in taking this meaningful step and extend my best wishes for the continued success of this initiative. I am confident that this newsletter will grow into a valuable source of inspiration and pride for the entire BFGI community.

Warm Regards

Dr. Gurmeet Singh Dhaliwal

Chairman

Baba Farid Group of Institutions

Message from the Campus Director



It is indeed heartening to see the School of Skill Development taking progressive initiatives to cultivate a dynamic environment of experiential learning, innovation, and creativity. Such initiatives provide students with meaningful opportunities to explore their potential, apply knowledge in practical contexts, and develop confidence through active engagement and participation.

The School's continuous efforts to encourage innovation, collaborative learning, and creative problem-solving are highly commendable. By promoting a culture of curiosity, dedication, and excellence, the School is contributing significantly towards shaping capable and forward-thinking individuals who can make meaningful contributions to society.

These initiatives truly reflect the progressive vision of BFGI in nurturing talent, encouraging innovation, and fostering holistic development among students. I appreciate the dedication and collective efforts of the entire team and extend my best wishes for many more impactful initiatives and achievements in the times ahead.

Best Wishes

Dr. M.P. Poonia

Campus Director

Baba Farid Group of Institutions

Message from the Associate Dean



It gives me great pleasure to present the Monthly Newsletter of the School of Skill Development, highlighting the dynamic initiatives and achievements accomplished during the month. The School continues to work with a clear vision of strengthening practical learning, innovation, and student engagement through its four dedicated centres focused on employability enhancement, skill development, product innovation, and competitive excellence.

Through structured training programs, technology-driven workshops, product development initiatives, and active participation in skill competitions, our students are gaining valuable exposure and hands-on experience beyond the classroom. These efforts are helping them develop confidence, creativity, and the practical competencies required to meet the evolving demands of industry and society.

I sincerely appreciate the dedication of our students, faculty members, trainers, and mentors whose collective efforts are driving the success of these initiatives. I am confident that the School of Skill Development will continue to create meaningful opportunities and achieve many more milestones in the journey ahead.

Best Wishes

Dr. Nimisha Singh

Associate Dean, School of Skill Development

Baba Farid group of Institutions

Centre for Employability Enhancement (CEE)

1. ATS Resume Building and Career Readiness Workshop for Students

An ATS Resume Building Workshop was successfully conducted on 25 March and 26 March 2026 with the objective of preparing students to meet modern recruitment requirements and enhance their employability skills. The workshop was organized for students from the Schools of Business, Computer Applications, Engineering, and Education to help them understand the importance of developing professional resumes aligned with industry standards and digital recruitment systems.

The training focused on the concept of Applicant Tracking Systems (ATS), which are widely used by companies to screen resumes based on keywords, structure, and relevance to job profiles. Students were guided on how to prepare structured, professional, and machine-readable resumes that can effectively pass through digital screening systems used by many national and multinational companies. The workshop highlighted the importance of presenting academic achievements, skills, internships, projects, and certifications in a clear and impactful format that improves visibility during the recruitment process.

During the workshop, students learned how to transform traditional task-based resume descriptions into result-oriented and achievement-focused statements supported by measurable outcomes. The training emphasized the use of action words, relevant technical skills, and industry-specific keywords that improve the effectiveness of resumes in digital recruitment platforms. Students were also introduced to LinkedIn profile optimization techniques and the role of professional networking in career development.

The workshop also provided practical guidance on the use of artificial intelligence-based tools and prompting techniques that help in improving resume quality and formatting according to job requirements. Students developed a better understanding of how to highlight their strengths, academic projects, internships, and technical competencies in a manner that aligns with industry expectations.

The training resulted in 100 percent completion of resume audit and improvement, where all participating students successfully prepared professionally structured resumes suitable for modern recruitment systems. The workshop significantly enhanced students' confidence and awareness regarding career preparation, personal branding, and professional documentation.

Overall, the ATS Resume Building Workshop proved highly beneficial in strengthening students' career readiness and improving their chances of selection in competitive recruitment processes. The initiative reflects the institution's commitment to supporting students in building strong professional profiles and preparing them for global career opportunities through industry-relevant skill development training.



ATS Resume Building Workshop for Career Readiness

2. Confidence and Leadership Development Workshop – From Half-Chair to Full-Chair Confidence

A Confidence and Leadership Development Workshop titled “Half-Chair to Full-Chair Confidence” was conducted on 20 April 2026 by Mr. Ketan Dewan, Founder of Talocity, for students from the Schools of Business Studies, Computer Applications, Humanities, Education, Sciences, Agriculture, and Engineering and Technology. The workshop was designed to enhance students' professional confidence, leadership presence, and personality development required for success in academic, professional, and corporate environments.

The session focused on developing self-confidence, positive body language, communication effectiveness, and professional behaviour essential for performing confidently during interviews, presentations, group discussions, and workplace interactions. The workshop emphasized the importance of personality development as an integral part of career readiness, enabling students to present themselves confidently in competitive professional environments.

During the workshop, students were trained to understand the importance of posture, eye contact, voice modulation, gestures, and overall personality projection in creating a strong professional impression. The concept of transitioning from hesitation to confidence was explained through practical examples and interactive activities that helped students overcome nervousness and self-doubt. The training highlighted how non-verbal communication plays a vital role in building confidence and influencing professional perception.

The session included behavioural activities, demonstrations, and interactive discussions that helped students learn techniques to manage anxiety, improve communication clarity, and build leadership qualities. Students were guided on how to present themselves confidently during interviews, meetings, presentations, and professional interactions. The workshop also focused on improving decision-making ability, self-awareness, and interpersonal communication skills required for leadership roles.

The training proved highly beneficial in helping students develop confidence, professional attitude, and positive mindset necessary for career growth. It enabled students to understand the importance of personality development along with technical knowledge, thereby preparing them to perform effectively in academic and professional settings.

Overall, the workshop contributed significantly towards enhancing students' self-confidence, communication ability, leadership presence, and professional readiness. The session reflects the institution's commitment to providing holistic development opportunities that help students strengthen both technical competence and personal effectiveness, preparing them to become confident professionals and future leaders



Interactive Confidence Building Workshop by Mr. Ketan Dewan

3. Professional Edge Training Program in Collaboration with NIIT

The Professional Edge Training Program was conducted from 23 March to 25 March 2026 in collaboration with NIIT for final-year students of Baba Farid Group of Institutions from the Schools of Business Studies, Engineering and Technology, and Agriculture. The training program was designed to enhance students' professional competence and prepare them to meet the evolving requirements of the corporate sector. The initiative aimed to strengthen employability skills, workplace readiness, and professional behaviour required for successful transition from academic environment to professional careers.

The training served as an important platform for students to develop essential soft skills, professional ethics, communication ability, teamwork, and interpersonal skills required in corporate environments. The program focused on bridging the gap between academic knowledge and industry expectations by providing structured learning modules aligned with professional standards. The training began with an orientation session that helped students understand the expectations of corporate culture, professional conduct, and career growth opportunities.

During the training, students were provided access to the NIIT Learning Management System (LMS) portal, through which they completed structured learning modules and certification assessments. The curriculum emphasized workplace communication skills, presentation techniques, professional etiquette, time management, teamwork, adaptability, leadership qualities, and problem-solving approaches. The program also focused on improving confidence, decision-making ability, and the ability to work effectively in organizational settings.

The sessions included interactive activities, real-life case discussions, professional scenarios, and skill-based exercises that helped students understand the dynamics of professional work culture. Students gained knowledge about organizational behaviour, communication in corporate environments, professional responsibility, and workplace discipline. The training helped students understand how professional attitude, communication clarity, and behavioural competence contribute significantly to career success.

The effectiveness of the training was reflected through its immediate impact on employability opportunities. After successful completion of the certification, 16 students were selected for placement by Tata Motors, highlighting the practical value and industry relevance of the training program. The achievement demonstrates how industry-oriented training enhances students' confidence, professional readiness, and career prospects.

4. The Hiring Arena 1.0 – AI Enabled Recruitment Simulation and Employability Excellence Program

The Hiring Arena 1.0 was designed as a comprehensive recruitment simulation program that replicated the real corporate hiring ecosystem through the integration of Artificial Intelligence tools, digital evaluation techniques, and structured interview methodologies. The initiative aimed to transform traditional training into an immersive, technology-driven employability experience, enabling students to understand how modern organizations assess candidates using intelligent screening systems and competency-based evaluation models.

The program functioned as a multi-stage recruitment simulation platform where each phase was carefully designed to evaluate different dimensions of employability such as technical competency, analytical ability, communication effectiveness, behavioural readiness, and professional confidence. By combining AI-supported assessment tools with structured evaluation rubrics, the program created a realistic corporate hiring environment that helped students gain first-hand experience of industry-standard selection processes.

Phase 1, known as the ATS Gauntlet, involved the digital screening of student resumes using Applicant Tracking System based evaluation logic. Students were guided to structure their resumes according to professional standards by incorporating domain-specific keywords, achievement-based descriptions, and measurable outcomes. The digital screening process analyzed resume structure, formatting consistency, technical alignment, and keyword optimization to simulate how corporate recruitment software filters large volumes of applications. This phase helped students understand how small changes in resume presentation significantly improve shortlisting probability in technology-driven hiring systems.

Phase 2 included the AI-Integrated Written Assessment, which was developed using intelligent evaluation parameters to assess aptitude, domain knowledge, problem-solving ability, logical reasoning, and communication clarity. The AI-supported assessment tool evaluated responses in real-time by applying structured scoring logic based on accuracy, completeness, contextual relevance, and time efficiency. The system was designed to simulate modern recruitment platforms where candidates receive instant feedback regarding their performance. Automated response emails indicating selection or non-selection were generated immediately after submission, helping students understand how real corporate recruitment workflows operate through automated decision systems.

The AI evaluation framework also demonstrated how structured thinking, use of appropriate technical terminology, and clarity of written expression contribute to improved assessment scores. Students were trained to organize responses using logical frameworks, enabling them to communicate solutions in a concise and professional manner. The automated scoring process provided transparency and consistency in evaluation, helping students identify their strengths and areas requiring improvement.

Phase 3, titled the Battle of Words, consisted of structured group discussion rounds where students were evaluated on communication effectiveness, confidence, teamwork, leadership presence, and ability to articulate ideas under time constraints. Students were exposed to real-world discussion themes requiring analytical thinking and collaborative problem solving. The group discussion stage helped students understand the importance of listening skills, respectful communication, persuasive articulation, and professional interaction dynamics required in corporate environments.

Phase 4, referred to as the Final Verdict, involved panel interviews conducted using competency-based evaluation techniques. Students presented their academic achievements, technical skills, project experience, career aspirations, and problem-solving approaches before evaluators. The panel interview process simulated professional recruitment boards where candidates are assessed on behavioural confidence, communication clarity, logical thinking, and alignment with organizational expectations. Students gained practical exposure to answering structured interview questions and learned how to present their strengths effectively.

An important feature of the program was the demonstration of HR response structuring techniques supported by AI-based feedback logic. Students learned how to prepare impactful responses to commonly asked HR interview questions such as self-introduction, strengths and weaknesses, leadership experiences, and career goals. The system illustrated how well-structured responses improve clarity, professionalism, and confidence during interview interactions. The training helped students reduce hesitation and develop confidence in presenting their achievements and competencies effectively.

The integration of AI-enabled evaluation tools provided students with exposure to modern digital recruitment technologies used by leading organizations. The program helped students understand the increasing role of artificial intelligence in candidate screening, performance analysis, and competency evaluation. By experiencing automated shortlisting simulations and structured interview preparation, students gained practical understanding of recruitment expectations and professional standards.

The Hiring Arena 1.0 significantly enhanced students' employability readiness by strengthening their professional communication skills, resume presentation quality, analytical thinking ability, and confidence in interview environments. The initiative also helped students develop awareness about corporate behavioural expectations, workplace communication norms, and professional etiquette required for career success.

Overall, the program functioned as an advanced employability development platform that bridged the gap between academic preparation and corporate readiness. The structured integration of AI-based assessment, communication evaluation, and interview simulation created a high-impact learning experience that prepared students to perform confidently in real placement processes.

The initiative reflects the institution's commitment to adopting innovative and technology-driven approaches for skill development, ensuring that students are well prepared to meet evolving recruitment practices and perform successfully in competitive professional environments.



The Hiring Arena 1.0 – Transforming Students into Industry-Ready Professionals

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