

## **Schedule:**

## Life Skill Course for College Students

Grade College Students

Start Date 1st Sep 2024

End Date 18th Nov 2024

Months 3 Months

Total Classes 24

Total Learning hours 32 Hours

Date	Class No	Day	Topic
01/09/2024	1	Sat	Time Management - 1
02/09/2024	2	Sun	Time Management - 2
08/09/2024	3	Sat	Communication Skills -1
09/09/2024	4	Sun	Communication Skills - 2
15/09/2024	5	Sat	Digital Literacy - 1
16/09/2024	6	Sun	Digital Literacy - 2
22/09/2024	7	Sat	Entrepreneurship - 1
23/09/2024	8	Sun	Entrepreneurship - 2
29/09/2024	9	Sat	Financial Literacy -1
30/09/2024	10	Sun	Financial Literacy - 2
06/10/2024	11	Sat	Financial Literacy - 3
07/10/2024	12	Sun	Basic Excel Skills - 1
13/10/2024	13	Sat	Basic Excel Skills - 2



14/10/2024	14	Sun	Basic Excel Skills - 3
20/10/2024	15	Sat	Selling - 1
21/10/2024	16	Sun	Selling - 2
27/10/2024	17	Sat	Selling - 3
28/10/2024	18	Sun	Negotiation Skills
03/11/2024	19	Sat	Networking
04/11/2024	20	Sun	Work-Life Balance
10/11/2024	21	Sat	Career Awareness & Job Search - 2
11/11/2024	22	Sun	Career Awareness & Job Search - 2
17/11/2024	23	Sat	Daily Routine (Power of Discipline) -1
18/11/2024	24	Sun	How to Be More Confident - 1