# 1. MENTAL HEALTH AWARENESS AND COUNSELLING FOR STUDENTS

**Objectives of the Practice**

This program is run by the college with the objective of sensitizing students and teachers regarding the importance of mental health in meeting life's challenges and for academic performance. This 'best practice' also aims to provide emergency counseling services to students in crisis, suffering from depression, suicidal thoughts, attention deficit disorder and those engaged in self harm. The program also attempts to remove the social stigma associated with seeking help from a mental health professional, by including students, teachers and parents in the discussion on mental health on campus, through online wellnessprograms.

**The Context**

In a competitive atmosphere, amidst the many stresses and pressures that students have to face, while pursuing their studies, mental health often becomes the most neglected factor, even though it is the most important aspect, determining the students' performanceand sense of wellbeing. Hence the college finds it imperative to continue the program begun in times of the Covid 19 pandemic, reaching out to students in distress providing a safe and comfortable process by which they could interact with the counsellor and life coach, Arup Ghosh and find a way to live better lives and contribute to wellbeing around them.

**The Practice**

Many students reached out for help and the college organized multiple one-one online counselling sessions for students suffering from severe anger, depression and self-harm issues with Life Coach and Therapist Arup Ghosh. Since most students of our college come from very financially challenged backgrounds and many are first generation learners, they would have been unable to afford such consultation or convince the need for the same in their homes, as there is still a long way to go for removing the stigma attached to going to a mental health professional in parents' minds. The college effort thus helped to provide comfort and relief where it was most needed at the same time ensuring privacy of students and the problems faced by them as the consultations happened online or offline at the counsellor's chamber, and remained confidential between therapist and student, funded and

supported by the college. With increasing number of students asking for help and benefiting from the consultations, the college continued the program since Covid 19, with the name "Mind Power Training," with annual group discussions, webinars and one-on-one consultations with students since, with Life Coach Arup Ghosh teaching techniques of stressrelief and meditation to the students to cope with problems in everyday life.

NO. OF PARTICIPANTS: 100+

**Evidence of Success**

The program's success was seen in the overwhelming positive feedback received from students, with conversations around mental health becoming the norm in online classes and between students themselves. The way the students contacted teachers for help after the Wellness Workshops, understanding the importance of physical and mental wellbeing, also showed the critical need of this program and events organized around this theme. In addition the one-on-one sessions were successful in alleviating the students' problems to a certain extent.

**Resources arranged for the program included:**

A support group of teachers who would liaison between the students and the counsellor and spread awareness regarding the program.

A therapist who would understand the needs of students and be ready to provide his services with care and compassion and be available for students' problems at all times.

College funds for arranging remuneration for the therapists' services.

Internet connection on part of all participants—teachers, students and the therapist—for facilitating online interactions with the therapist and laptop as well as projector facilities for offline sensitization programs in the auditorium of the college.

A database of all students requiring constant support and care through the program is maintained by the teachers in the Therapy Support Group.

Feedback is collected from all students post therapy, for continually improving the program

## *1.1 Harnessing the Power of the Mind-- Workshop on Mental Health and Wellbeing*

- **SPEAKER: Arup Ghosh, Consultant Life Coach and Hypnotherapist for Vidyasagar Metropolitan College**

- **DATE:** 16/01/23

- **EVENT DETAILS:** Arup Ghosh sir interacted with students from all semesters and streams, sensitizing them on the need for mental health and the importance of seeking help without the fear of stigma usually associated with counselling. He discussed common problems faced by students and encouraged them them reach out to him when in distress, He also taught a specialized relaxation technique and guided the participants through a meditation that helped them feel more stable and focused. Teachers and Mentors also participated in the workshop to learn better ways of helping their mentees and encouraging them to seek counselling when required.

- **NO. OF PARTICIPANTS:** 90+

*1.2 STUDENTS' WEEK SESSION: An Interactive session with students regarding Mental wellbeing and Academic Excellence*, in an effort to create harmony and tolerance towards all diversities. This was conducted on a mixed platform involving students both on online and offline platforms.

**Name of the Speaker- Arup Ghosh, hypnotherapist and life coach for VMCDate- 2/1/2023 Time- 5.30 P.M**

**No of students who attended the seminar- 30 students, both online and offline.**
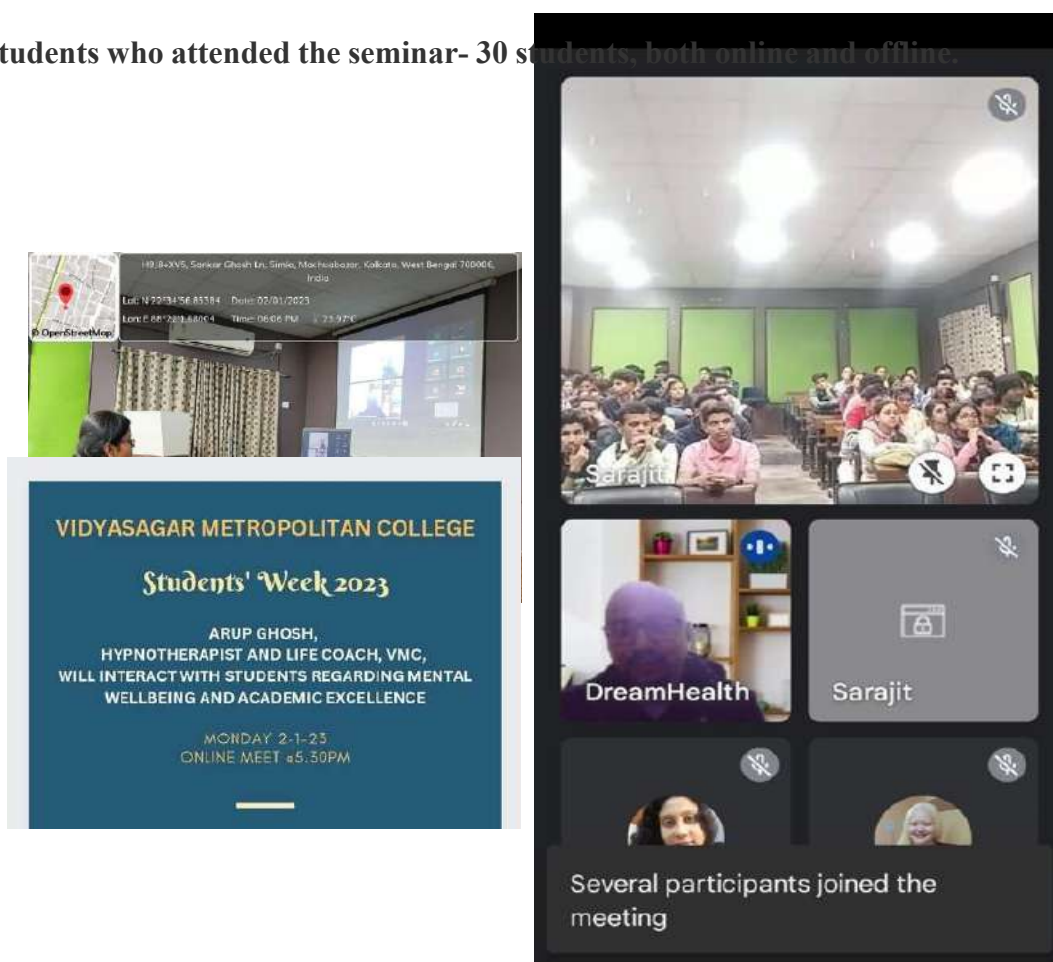
## 1.3 Counselling sessions for students requiring help

• **DATE:** 2022-23

• **DETAILS:** As a follow up to the Mental Health and awareness workshop conducted in the college in January 2023, multiple one-one counselling sessions were organized for students with critical mental health conditions requiring urgent help. Arup Ghosh, Consultant Hypnotherapist and Life Coachof Vidyasagar Metropolitan College worked with the concerned students, helping them develop better coping mechanisms to combat their present circumstances. The concerned students were benefited by the counselling sessions.

• Issues faced by students ranged from depression, panic attacks, relationshipproblems, inability to focus to suicidal tendencies and self-abuse as well as violent behaviour with family members. 1-1 sessions were organized for the students requiring help on the following days:

| DATE | DURATION | NATURE OF SESSION | DETAILS | PARTICIPANTS |
|---|---|---|---|---|
| 01/02/2023 | 3 HOURS | VMC-ONLINE AND OFFLINE-- WORKSHO P ON MENTAL WELLBEING | SENSITIZATION PROGRAM --DISCUSSIONS ON MENTAL WELLBEING AND ACADEMIC EXCELLENCE | 30+ |
| 01/16/2023 | 3 HOURS | VMC-OFFLINE-- WORK SHOP ON MENTAL WELLBEING-- HARNE SSING THE POWER OF THE MIND | SENSITIZATION PROGRAM INVOLVING ACTIVE PARTICIPATION FROM STUDENTS AND PROFESSORS | 90+ |
| | | | STUDENT A1 FACING EXTREME ANXIETY AND | |

| 01/30/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | PANIC DISORDER SOUGHT HELP FROM LIFE COACH ARUP GHOSH | 1 |
|---|---|---|---|---|
| 01/31/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT A1 WENT FOR A SECOND SESSION WITH ARUP GHOSH AND FOUND RELIEF FROM CHRONIC ANXIETY DISORDER | 1 |
| 02/20/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT B1 WITH DEPRESSION STARTED SESSION WITH ARUP | 1 |
| 02/20/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT B1 CONTINUED TO RECEIVE SUPPORT FROM ARUP SIR AND REPORTED FEELING BETTER AFTER MANYYEARS | 1 |
| 02/21/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT B1 WAS GIVEN ANOTHER SESSION OWING TO MULTIPLE CHRONIC ISSUES | 1 |
| | | VMC- ONLINE | STUDENT C1 STARTED COUNSELLING SESSIONS WITH ARUP SIR TO | |

| | | | | |
|---|---|---|---|---|
| 02/21/2023 | 1 HOUR | COUNSELLING | COMBAT RELATIONSHIP RELATED STRESS, PAIN AND DEPRESSION | 1 |
| 02/28/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT C1 CONTINUED SESSIONS WITH ARUP SIR | 1 |
| 03/01/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT D1 WITH ANGER ISSUES STARTED SESSIONS WITH ARUP SIR | 1 |
| 03/01/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT D1 FOUND SOME TOOLS WITH WHICH TO MANAGE ANGER AND PANIC | 1 |
| 03/14/2023 | 1 HOUR | VMC- ONLINE COUNSELLING | STUDENT E1 WAS PROVIDED A SPECIAL SESSION WITH ARUP SIR TO FIND RELIEF FROM STRESS AND INSOMNIA | 1 |

# 2. TCS Training and Employability Programme.

**Objectives**: An Affirmative Action Training Programme especially for the SCs / STs, as a part of Corporate Social Responsibility of TCS. Following the ideals of our founder, the institution believes in creating a system of self-reliance that equips the students for life. Theintention therefore was to create a system of knowledge outside the university syllabi that combined learning with career opportunities. Since a large number of our students came from economically disadvantaged backgrounds, it was the avowed purpose of the institution not only to disseminate knowledge to the students but also to provide them with career opportunities.

**The Context**: Convincing the students, training the students from vernacular backgrounds, getting the students interview ready, making the students ready for acorporate culture and also ensuring that socially disadvantaged class of students formed the majority of the strength were some of the constant challenges.

**The Practice**: Higher education has increasingly become costly in India. The fee structure for technical education has gone beyond the reach of the common man. Privatization of higher education has only problematized the situation. Yet the right to education is a basic and fundamental right. Each individual should have equal access to resources. Guided by the philanthropy of Pandit Ishwar Chandra, the college aspired to provide free technical education to its students apart from the regular curriculum. One of the major problems encountered was that of the students dropping out of the programme mid-way. Despite this being a free course that opened up new vistas of interest and opportunities, most studentsbacked out due to language problems. Inability to comprehend or communicate in English proved to be the greatest stumbling block. Lack of social exposure fueled by low
self-confidence often led to students feeling overwhelmed and intimidated, subsequently leading to drop outs.

**Evidence of success**: The success rate was phenomenal. In 2019-20, 09 out of the 32 students got selected and further appointed by TCS. In 2020, 5 out of 39 students got their appointment letters. In 2021-22, 3 out of 46 got employed by TCS. In 2022-23, 4 out of 24 students were placed. This is a commendable achievement as it indicates the triumph of will and determination on the part of the students to overcome all odds. It is a definite measure of success for the college as well, since it is able to fulfil its vision of preparing its students for life.

**Problems encountered and resources required**: The resources required are basic like internet connection, computer/smart phone and stationary. Last but not the least the biggest resource/strength is

the instructor from TCS. An enthusiast faculty that plans, implements and oversees the program is perhaps the strongest pillar of support.The problem however lies in getting the students to understand and appreciate the merit of this programme. Finding the requisite number of SC/ST students is a challenge every year. In the age of consumerism whatever comes for free is devalued. Since this

programme does not have the gloss and sheen of corporate culture and is more of an outreach programme, the takers are few and evidently sceptical. In 2020-21 the entireexercise being online, it was challenging in a whole new way. A large chunk of our students come from interior areas and are economically challenged. Hence having a sustainable internet connection and affording internet data was a serious challenge for them. However the success rate of our students every year is the note of promise thatkeeps this training going.


## ACTIVITY REPORT: TCS TRAINING AND EMPLOYABILITY PROGRAM

1.   **Name of the Department**   :   **Employability EnhancementCounselling and Placement Cell**

2.   **Title of the activity**   :   **Youth Employment Programme**

3.   **Collaboration**   :   **Tata Consultancy Services**

4.   **Date**   :   **9th February – 23rd February,2023**

5.   **Time**   :   **10 a.m to 4 p.m**

**Speaker's profile**   :   **Mr   Suman   Chatterjee   Empanelled Trainer**

**Tata Consultancy Services**

6.   **Number of Participants**   :   24 students

## 7.     Summary of training                        :

M Gmail                                                    Sarajit Sardar <sarajitsardar99@gmail.com>

### Implementation of TCS YEP training at Vidyasagar College

Bhaskar Purkayastha <bhaskar.purkayastha@hotmail.com>                    13 November 2022 at 20:22
To: "sarajitsardar99@gmail.com" <sarajitsardar99@gmail.com>
Cc: Puthumai N <puthumai.n@tcs.com>, Vishal Sonwalkar <vishal.ss@tcs.com>, BHASKAR PURKAYASTHA
<bhaskar.purkayastha@tcs.com>

Dear Mr. Sardar
Vidyasagar College, Kolkata

Greetings from TCS!

This is in continuation of our interaction over phone w. r. t the mobilization of students and implementation of the
TCS Youth Employment Program (YEP).

**Training Program details**
YEP training will be of about 100 hours (90+10), covering standard modules prepared by TCS on Business Skills,
Communication Skills, Quantitative Aptitude, Logical Reasoning, Interview Skills, Resume Writing to name a few.
This would be followed by trainings on specific domains. Additionally, trainees will also be guided to take up Free Self-
Learning Courses such as those offered by TCS iON portal.
**Cost of Training**
Free / None
**Training Duration and Mode**
Training can be delivered in these modes:

- Digital: 45 working days, 2 hours/day, Mon — Sat.
- Physical: 15-23 working days, 4 to 6 hours/day, Mon — Sat.

**Prerequisites to commence the training program**
Training Batch Count: Minimum of 50 students per batch
Training Batch composition:

- Socially Weaker Section: Minimum 50% of the batch (SC/ST)
- Economically weaker section: Annual family income less than 6 Lakh per annum
- Person with Disability
- Female Candidates

**Eligibility**

- Any non-engineering graduate fresher from arts, commerce, or science backgrounds (BTech and BE are not eligible)
- Age: Should not exceed 28 years of age
- Mode of Education: Regular. Distance Education is not allowed
- Year of Passing: 2021, 2022, 2023
- Those pursuing/completed masters in full time mode are Not Eligible
- Availability of Smartphone/Tablet/Laptop/Desktop with proper internet connectivity for digital training

**Certificate**

**8.**                                         **Attendance record     :**

| Participant Name | Day 1 09-02-2023 | Day 2 10-02-2023 | Day 3 11-02-2023 | Day 4 13-02-2023 | Day 5 14-02-2023 | Day 6 15-02-2023 | Day 7 16-02-2023 | Day 8 17-02-2023 | Day 9 20-02-2023 | Day 10 21-02-2023 | Day 11 22-02-2023 | Day 12 23-02-2023 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Debojyoti  Ghosh | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Rakhi Kundu | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Mariya  Parween | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Nazneen Khatoon | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Samroz Shamim | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Manshi Gupta | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Sazia Naaz | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| MD AHTESHAM ALI | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Sulekha Shaw | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Shreya Shaw | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| ISHANT SHARMA | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *A* | *P* | *P* | *P* |
| Mrityunjoy Mondal | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Somenath Saha | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| SWETA SINGH | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| DEEPJYOTI BHATTACHARJEE | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |  | *P* |
| Soumyadip Bhattacharya | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Sagnick  Malakar | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Mongol Rajak | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Piyali Sana | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Suraj Kahar | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Supriyo Ghosh | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Suraj Singh | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| MD  SARFARAZ | *P* | *A* | *A* | *A* | *P* | *A* | *P* | *P* | *P* | *A* | *A* | *A* |
| MD  DANISH | *P* | *A* | *A* | *A* | *P* | *A* | *P* | *P* | *P* | *A* | *A* | *A* |
| Joydeep  Mondal | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* | *P* |
| Rittwik  Purkait | *P* | *P* | *P* | *P* | *P* | *P* | *A* | *P* | *P* | *P* | *P* | *A* |
| | | | | | | | | | | | | |
| **Total Present in the class** | **26** | **24** | **24** | **24** | **26** | **24** | **25** | **26** | **25** | **24** | **24** | **23** |

**9.**                                       **Sample Certificate     :**

tcs Empowers          Building on belief

In it for good.

Bring everything.

Know-how.

Master the journey.

**Youth Employment Program**

# Certificate of Accomplishment

Proudly presented to:

## Debojyoti  Ghosh

of Vidyasagar Metropolitan College, Kolkata for completing training under TCS Youth Employment Program for Graduates to get Industry ready

Joseph Sunil Nallapalli
CSR Head India

23-02-2023

**10.**                                       **Number of students placed   :     4 students**

# 3. ADD ON COURSE ON ICT AND COMPUTING SKILL, 2022-23

**Introduction**: Welcome to our Add On Course on ICT and Computing Skills! In today's digital age, proficiency in Information and Communication Technology (ICT) and Computing is not just advantageous, it's essential. Whether you're a professional looking to enhance your skill set, a student preparing for future career opportunities, or an enthusiast eager to delve into the exciting world of technology, this course is designed to equip you with the knowledge and practical skills needed to thrive in today's rapidly evolving digital landscape. Our comprehensive program covers a wide range of topics, including Tally Prime, E-filing of tax return, and Database Management. Through a combination of theoretical learning and hands-on exercises, you will gain a deep understanding of ICT principles and practices, as well as practical experience in using various tools and technologies. Led by experienced instructors who are experts in their fields, our course provides a supportive learning environment where you can ask questions, engage in discussions, and collaborate with fellow students. Whether you're a beginner with no prior experience or an experienced professional looking to upgrade your skills, our flexible curriculum caters to learners of all levels. Upon completion of the course, you will receive a valuable certificate that demonstrates your proficiency in ICT and Computing skills, enhancing your employability and opening doors to exciting career opportunities.

**Course Content:**

**Tally Prime:**

(a) Company creation, ledger creation, order processing, accounting voucher, inventory voucher, memorandum voucher, invoicing, multiple godown handling, Transfer of materials across godowns, Bank Reconciliation.

(b) Cost Centre, Cost Category, Bill of Material (BoM), Budget and Controls

(c) Payroll Accounting

(d) TDS, GST

(e) Back up & Restore, Export and Import data

*** Reversing Journal

*** Optional Voucher.

*** Reminder Letter,

*** Confirmation of Accounts.

*** Bill Settlement

*** Credit Limit

\*\*\* Interest Calculation

\*\*\* Manufacturing Journal

\*\*\* Batch Management

\*\*\* Price Level and Price List

\*\*\* Multi Currency (Forex)

\*\*\* Tracking Additional Cost of Purchase

\*\*\* Banking: (Cheque Register, Cheque Printing, Deposit Slip, Payment Advice, Post Dated Summary)

\*\*\* Security Control

\*\*\* TallyVault Password

\*\*\* TCS (Tax Collected at Source)


**E-filing of tax return:**

(a) Preparation and submission of the Income Tax Return (ITR) offline/online for individual taxpayer [e-filing without using DSC and with using DSC, EVC]

(b) View form 26AS,Upload return, View e-file returns, e-verification

(c) Use of e-tax calculator (including interest calculation u/s 234A, 234B, 234C)

(d) E-Pay tax (Challan No./ITNS 280, ITNS 281)

(e) Preparation and submission online form 10E [Relief u/s 89(1)]

\*\*\* GST RETURNS:

   GST Registration, GSTR-1, GSTR-3B, GSTR-4, GST CMP-08, GSTR-9 etc.

\*\*\* Professional Tax.

\*\*\* PF, ESI.


**Database Management System:**

Creation of Tables, Multiple Table Handling-Defining Relationship [Foreign Key], Simple and Conditional Queries, Types of Queries [Update, Delete, Append], Forms, Reports, Introduction to SQL through Basic Commands. Applying DBMS in the areas of Accounting, Inventory, HRM and its accounting, Managing the data records of Employees, Suppliers and Customers.


**Date of approval of the course by the Governing Body (extract of GB Resolution enclosed): 20th June 2023**

**Date of Commencement: 20th February, 2023**

**Number of students enrolled: 87**

**Number of students completing the course: 87**

**Resource Person: Priyam Paul, Trainer, Institute of Tally Learning (ETUDIER)**

**Sample Certificate:**

## Vidyasagar Evening College

8A, Shibnanrayan Das Lane, Kolkata 700006

39, Sankar Ghosh Lane, Kolkata, 700006

**University of Calcutta**

### ADD-ON COURSE
### ON
### ICT AND COMPUTING SKILL

*Certificate of Appreciation*

This is to certify that Mr./Ms. _____, student ID

_____has successfully completed Add-on course on

ICT conducted from  20.02.2023 to 30.05.2023

|  |  |
|---|---|
| **Principal** | **Course Coordinator** |
| **Vidyasagar Metropolitan College** | **Department of Commerce** |