

RASHITREEYA SIKSHANA SAMITHI TRUST
R V INSTITUTE OF MANAGEMENT
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Bengaluru, Karnataka 560 041

REPORT
ON
Training on “Collaboration and team building & Memory and communication”
(Communication and Softskills)

Date: 01.01.2025&2.01.2025	Venue: Seminar Hall Conducted By : Center For Career Development Resource Person: Ms. Leena Rao
Overview: As part of the employability skills initiative, sessions on Collaboration & Team Building and Memory & Communication were conducted by Ms. Leena Rao , Freelance Trainer, for MBA students (Batch 2024–26). The sessions aimed at equipping students with essential teamwork, communication, and cognitive skills that are vital for both academic success and future workplace effectiveness..	
<u>Objectives :</u> • To build awareness of the importance of collaboration in achieving common goals. • To enhance team-building skills through interactive activities. • To improve students’ memory techniques and recall ability for better learning outcomes. • To strengthen communication skills for effective academic and professional interactions. • To prepare students for team-based corporate environments.	
Agenda/Flow of the Event 1. Students experienced the value of teamwork, trust, and cooperation through activities. 2. Memory-building exercises improved awareness of learning strategies and focus techniques. 3. Students learned how clear communication and active listening foster collaboration. 4. The sessions strengthened their readiness for group tasks, projects, and corporate teamwork.	
Learning Highlights: • Practical strategies for improving efficiency and productivity. • Awareness of common time-wasters and methods to overcome them. • Techniques for goal setting and task prioritization. • Importance of maintaining a balance between academic, professional, and personal spheres.	

Take away of the session :

The sessions were highly interactive, with students actively participating in group activities, games, and discussions. Students particularly enjoyed the **team-building exercises**, which highlighted both leadership and collaboration skills. Students reported greater confidence in working as part of teams and applying memory and communication strategies in their academic journey. These sessions are expected to improve their **collaborative mindset, problem-solving approach, and professional communication**.

Photo:



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Professor & Director RVIM