

Goa University Goa Business School

Activity Report on Interactive Session for Faculty Members on Skill Building held on 28th February 2025

1.	Title of the Event:	Interactive Session for Faculty Members on Skill Building
2.	Date and Time	Friday, 28th February 2025, from 2:30 PM to 5:30 PM
3.	Mode of conduct	Offline - In-person session at GBS Auditorium, Goa Business School, Faculty Block F, Goa University
4.	School	Goa Business School, Goa University
5.	Details of the Event	The interactive session was conducted for faculty members on skill building. The session was facilitated by Shri Abhijit Bhide and Shri Rahul Bhide from Satkaam Foundation. It aimed at enhancing faculty members' ability to manage responsibilities and prioritize tasks effectively in their professional lives.
6.	6. Number of faculty attended 13 faculty members (List is Enclosed with signatures)	
7.	The number of students and alumni who attended	None

8.	The Objective of the Event/Activit y/Program	The objective of this interactive session was to equip faculty members with skills to effectively manage their professional responsibilities, prioritize tasks efficiently, and improve time management. The session aimed at providing practical techniques for organizing workload and decision-making.		
9.	Description of the Event/Activit y/Program	The session covered key aspects of responsibility management and task prioritization for faculty members. The facilitators introduced the concept of mind mapping as a tool to break down responsibilities at a University. The session included the following steps: 1. Listing all the responsibilities at the first level. 2. Identifying sub-tasks for each responsibility. 3. Assigning priority to each responsibility. 4. Evaluating tasks based on complexity, bandwidth, and impact. 5. Categorizing tasks with flags such as "Solve Now," "Solve Later," and "Solve Next." The session provided faculty members with practical techniques to enhance efficiency and reduce work-related stress.		
10.	Benefits or Outcomes of the Program Conducted	 Faculty members gained insights into effective task prioritization. Improved clarity on managing academic and administrative responsibilities. Enhanced decision-making skills regarding professional workload. Practical implementation of mind mapping techniques for organization and planning. 		
11.	Enclosures with Report	Program Flyer, Photos, Attendance sheet		

Name with signature of the organising coordinators(s):

Hanumant Redkar, Assistant Professor, GBS - Coordinator

Ramrao Wagh, Associate Professor, GBS - Convenor

Senior Prof. Purva Hegde Desai, Dean, GBS

Signature:

Seal of the School



GOA UNIVERSITY



GOA BUSINESS SCHOOL

in collaboration with

SATKAAM FOUNDATION

CORDIALLY INVITES YOU

INTERACTIVE SESSION FOR FACULTY MEMBERS!

ON

SKILLS BUILDING



Shri. Abhijit Bhide, Satkaam Foundation



Shri. Rahul Bhide Satkaam Foundation

Venue: Goa Business School

28TH FEBRUARY 2025 (FRIDAY) 2:30 PM TO 5:30 PM

Shri. Ramrao Wagh, Convener, Goa Business School

Photo Gallery













Attendance Sheets

Interactive Session For Faculty Members on Skills Building Date:28.02.2025								
Sr.No.	Name	Designation	Discipline	Phone No.	Signature			
1	Preeli Khosjwenkar	Asst Prof	CST, GBS	9764828199	* Raymorkag			
2	Swapul Fadte	Assit Prof	CST, GBS	9762311505	0			
3	Ramdas Karmay	Ablir	CST, YBS	985065307	Pay.			
4.	Hanumant H. Redkan	Agest Post	CST, GBS	9049083025	1			
5.	Shrikoishna Parab	Phosher+ wisity fouly	CS7, 6BS	9923826906				
6.	Sorvesh S. Velip	Assl. Prof.	CST. GBS	82 F5 G83023	-			
7.	Anja Paj	Professon	Commerce GBS		1+ pa			
8.	Pradnya Bhagal-	Asst Proj	CST, GBS	9850154903	Bogot			
9.	Sonali G. Nail	Desistant Professor	GR Kare Collye of Caw	9881088244	Abril			
10	Safresh Devidas	Asst Prof.	Co. R have congeoflar		47			
11	Teja Kundarkar	Prot Past	Go CSI UBS	9850461877	het			
12	Typti D-Panor	Profesion	CST.GBS	9422059112	No.			
13	Ramsas Wagz	Mos Infin	C) (B)	9423882964	3			
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