



## **Arihant Institute of Business Management, Pune**

### **THE LEADER BUILDER**

(Advanced Employability & Leadership Development Programme)

AIBM believes in holistic development of all the students. The programs are specifically designed to provide Advanced Employability and Leadership Development Programme. This uniquely designed programme for our students focuses on Personality Development & General Awareness, Aptitude Training & Testing, MS Excel Proficiency and many more. The sessions are developed with the intent to groom the overall personality of the student. The sessions also focus on Personal Interview & Group Discussion techniques. The JD (Job Description) specific sessions help students to get the insight of the company's requirements and prepare them to get the best of the career opportunities.

### **ENHANCING ENGLISH SPOKEN & WRITTEN ABILITY**

Activities like 1 Minute introduction, Elocutions, Presentations (Case Analysis and Topical), News Analysis, Role Plays, Editorial Review, Report Writing, Précis Writing, Comprehension, Book Review and Creative Writing are the regular parts of the Students enhancement. With such sets of activities AIBM intends to develop the communication as well as writing abilities of the students.

### **COMPREHENSIVE APTITUDE TRAINING & TESTING**

As one of the major criteria in selection process, all the students regardless of the specializations must be proficient in the aptitude. Most of the renowned brands start their campus placement process with Aptitude testing so yearlong inputs on various topics are provided to students with regular mock tests to evaluate their performance. AIBM understands that requirement of the corporate and provide comprehensive aptitude training to the students

### **IT SKILLS DEVELOPMENT**

With the world of business and trade changing from regular paper work and posts to the usage of software, systems, ERPs, MIS and other IT tools like Excel, Tally, Digital Marketing, SAP, MIS, IoT and AI etc. The need for a management student to learn and develop IT Skills has risen. Companies require the management students with IT skill sets. Students with such proficiency are considered as valuable assets for the organization.



  
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## **PLACEMENT READINESS TRAINING**

Various elements of placement preparation are as follows

### **CV Preparation**

Since every student is different and comes with different set of achievements, skills, internships, interests so we assist every student to align same in their CV which helps them during their interview process.

### **Mock GD's**

Since GD comes in various shapes and flavours so throughout the year, students undergo practice for same with different formats of GD with a range of topics.

### **Domain Input Sessions**

To handle the domain/function related questions during the Interviews, we impart domain capsule sessions via our Practicing Functional Experts who provide the contemporary knowledge and trends in the domain and discuss practical applications of various core concepts.

### **Mock Interviews**

Multiple rounds of mock interviews are conducted with the students by Internal and external Experts to help students realise their performance, discuss areas of improvements till the students feels confident about himself/herself.

### **Aptitude preparation**

Most of the renowned brands start their campus placement process with Aptitude testing so yearlong inputs on various topics are provided to students with regular mock tests to evaluate their performance.

### **Live Internships**

Hands on and learning by observation is one of the best forms of learning. Our Industry partners offer short projects for 5-20 days where students are engaged in on-going projects of the companies which help students to learn in Live work environment under the supervision of experts.

## **LEADERSHIP LAB**

The core objective of having 500 hours of Soft Skills training is to boost the Confidence of the student. Management is more about mastering Soft Skills along with the functional or technical skills as we deal with humans at the end of the day. We understand the importance of Soft Skills in the industry so a great emphasis is laid on developing and enhancing same. 500 hours journey of Soft Skills programme includes

### **Business Communication**

This includes writing professional Emails, Meetings Management, Report writing, Creative writing, Art of Listening, Giving and Receiving Feedback.

### **Presentation Skills and Public Speaking**

In the corporate one has to deliver lot of presentations like Product presentation, Policy presentations, Sales report presentations, Training presentations etc. so one should be comfortable around people and tools of same.



  
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### **Leadership Lab**

In this, students get practical exposure to manage a group of people and ensure the completion of tasks. Understand various stages of team formation, identifying issues, conflicts and solve them.

### **General Awareness**

News Discussions and quiz are held regularly with the students to keep them updated with the happenings in the country and around the world in areas of Business, Politics, Economics, Science and Technology.

### **Emotional Intelligence**

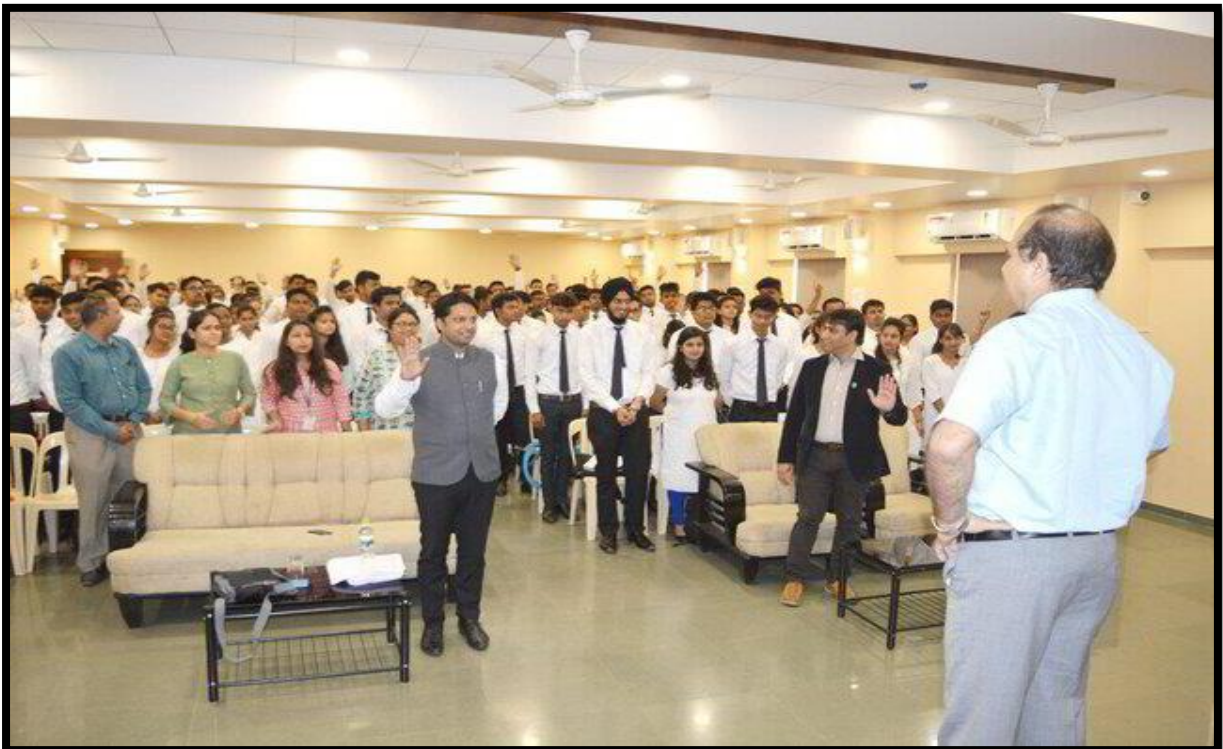
It is the ability to understand, use, and manage own emotions in positive ways to relieve stress, communicate effectively, empathize with others, overcome challenges and defuse conflict. Workshops are held to understand and practice EQ.

### **Outbound Trainings**

A large number of topics like Team Building, Problem Solving, Creativity are best taught on the Field and Outdoors.

### **Personal Management**

All management lessons start with excellent self-management skills so we encourage students to practice self-management skills and train them on areas like Goal setting, Time management, Self-discipline, Grooming etc.



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