

CAREER GUIDANCE AND COUNSELING CELL

BIRJHORA MAHAVIDYALAYA

ANNUAL REPORT

June2010-May2011

INTRODUCTION:

The Career Guidance and Counseling Cell of Birjhora Mahavidyalaya was reconstituted in the session 2010-2011. Three faculty members were given the responsibility of coordinating the various activities of the cell .They are

Mrs Arundhati Mech	Co-ordinator
Dr Amal Kr. Deka	Member
Mrs Purnima Devi	Member

The CGCC serves as a vital link between the students of the college and the outside world. The Cell provides necessary guidance and information to the students in shaping the future career. The cell provides relevant academic and career information to enable students to make informed decisions along the way. The cell also helps the students deal with personal problems.

ACTIVITIES OF THE CELL:

Disseminating information about career opportunities is done on a regular basis. Information about scholarships, courses of higher studies and dates of entrance examinations for the same are regularly put up on the notice board for information. Notices are also put up for job entrance examinations. Students are provided with model/sample question papers of the same.

A query register is maintained which helps the cell councilors know about specific problems/information required by the students. The required information is then given to the student.

Study materials/books are kept at the centre and students are allowed to borrow them for a short period. Internet connectivity in form of TATA Photon has been provided to the cell users.

It also organized expert seminars on career planning , the details of which are given below:

- A lecture on “Opportunities in the Banking Sector” was organized on 24th of June 2010. Mr Diganta Saikia, Branch Manager, State Bank of India, Bongaigaon branch was the guest speaker. He spoke on the present scenario of the banking sector in India and the job opportunities available there. He explained about the recruitment process and the appropriate

preparation of students who chose banking as a career. He also suggested that coaching should be arranged in the college campus for interested candidates. An interactive session followed the talk.

- Responding to the students' requests, a talk on "Opportunities in the Civil Services" was organized on the 13th of November 2010. Dr Gauranga Sarma, Faculty of Assam Institute of Management, Guwahati, interacted with the students and gave them valuable insights on careers in civil services and preparation for the same. Dr Sarma gave information on new Recruitment Process of Civil Services Exam called the CSAT or the Civil Services Aptitude Test which would come into effect from the Civil Services Examination, 2011. He spoke in detail about the papers, guidelines for study and other preparation for civil service examinations. An interactive session followed the talk

Recognizing the need for good English language communication skills for career advancement and personal success the cell planned to start a short course in English Language communication to assist students in improving their skills in English communication. The course content and teaching/learning material has been developed by Mrs. B Das, Dept. of English and Mrs. A Mech, Dept of Mathematics. The teaching/learning activity will consist of lectures, interactive class activity, and use of audio-visual aids with focus on oral participation of the participants. The course for the first batch of students has started from June 1st 2011. Further it has been proposed to hold two such courses every academic year.

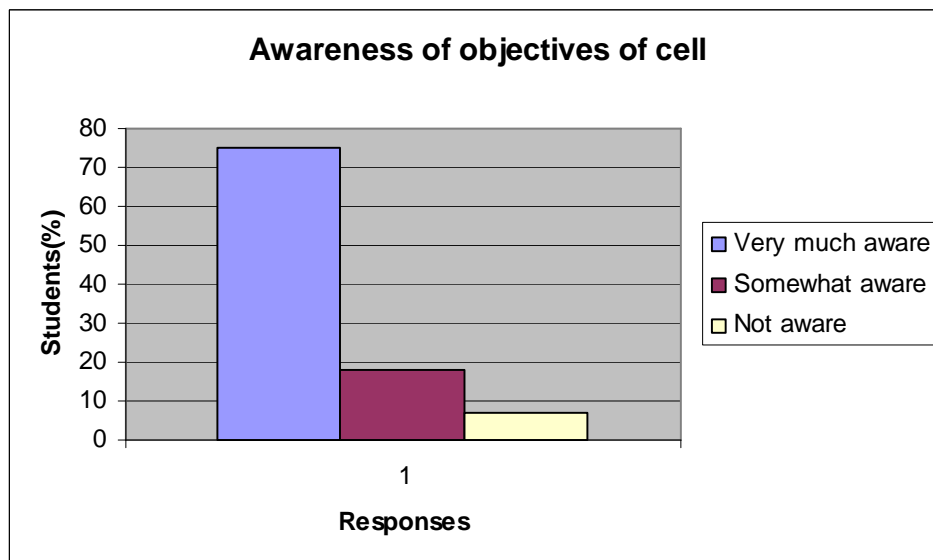
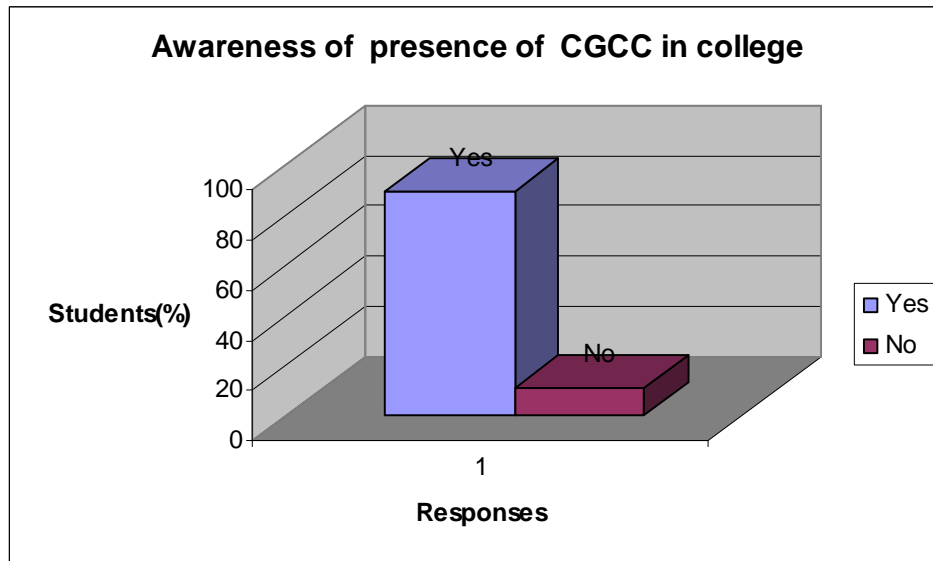
The members of the cell take personal interest in motivating the students to be active participants in the working of the cell.

FUTURE PLANS:

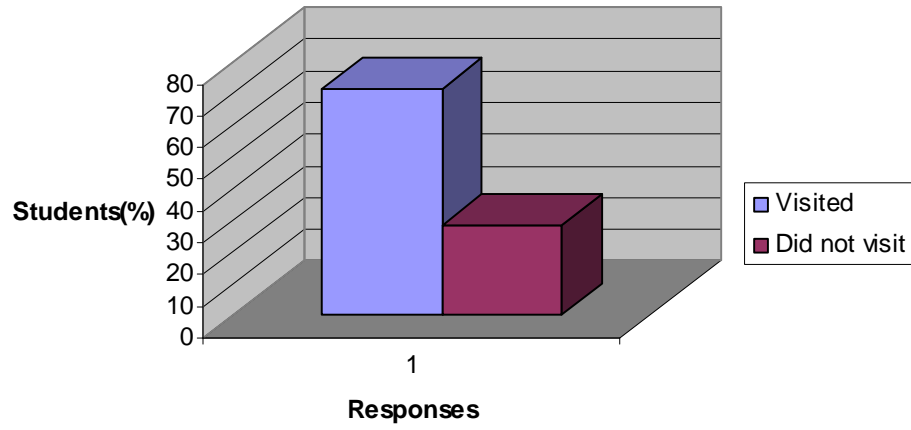
- Organizing presentations/seminars on career related topics.
- Personal counseling programmes.
- Conducting Mock Interviews

FEEDBACK FROM STUDENTS:

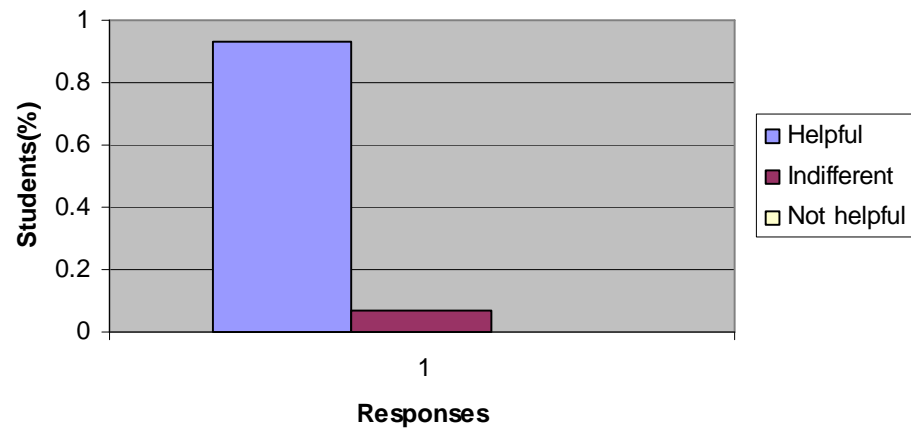
Recognizing the need for feedback to serve as a guideline in our efforts to assist students and improve our performance, the cell has decided to conduct a feedback system at the end of each academic session. The analysis for 2010-2011 is given below

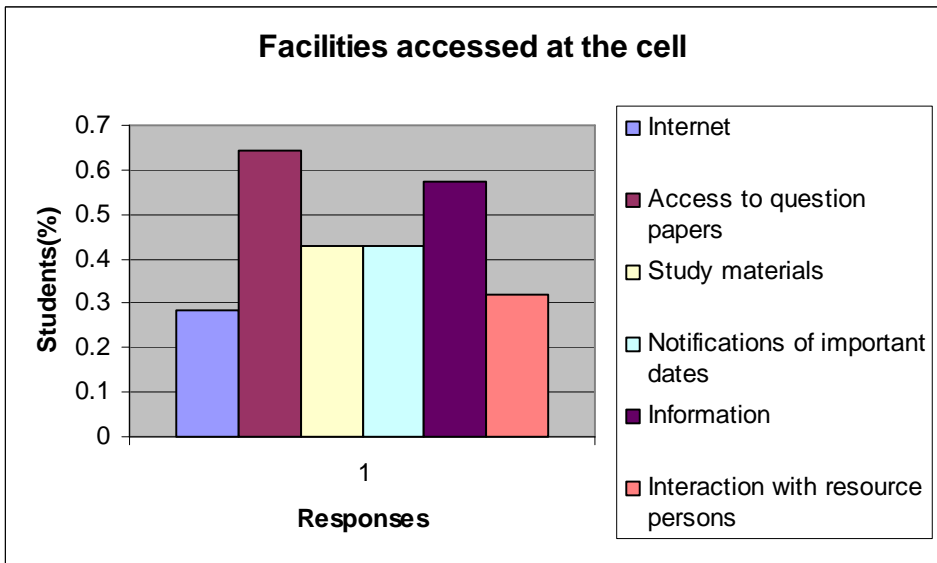
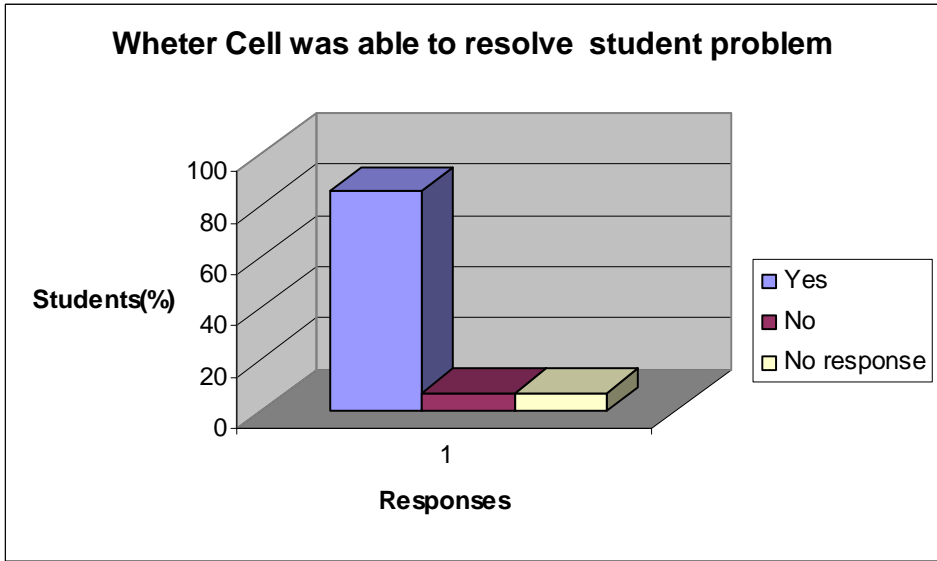


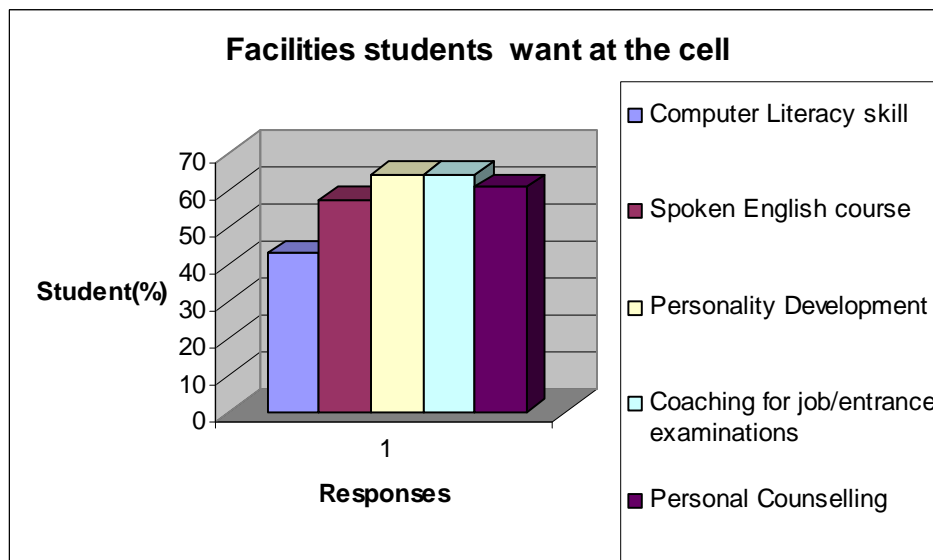
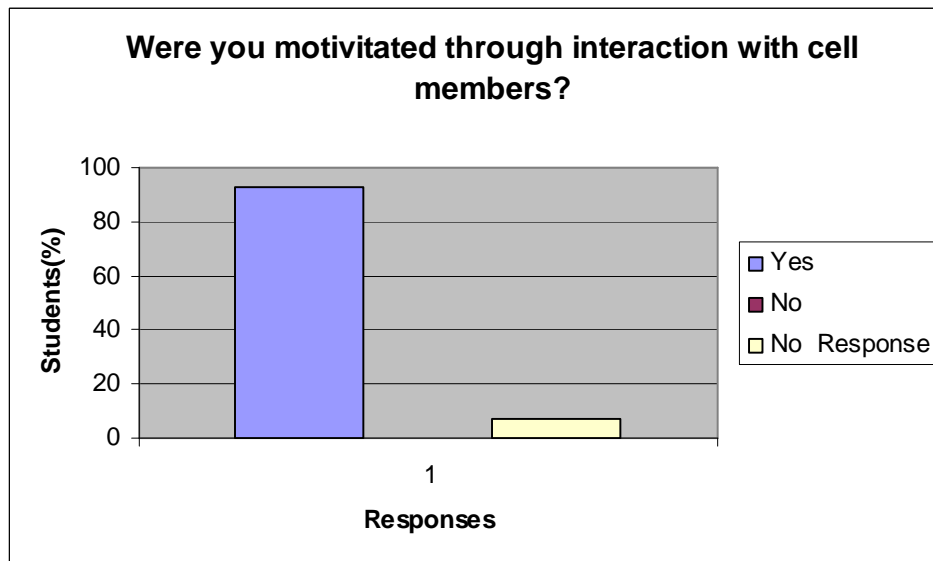
Students who visted the cell in the last one year



Attitude of Cell Membes







After analysis of the above and discussion on the same, the cell members met the principal to update him on matters concerned with the Career Guidance and Counseling Cell. The following suggestions were put forward to the principal

- Holding a programme for the students of the college to inform them of the purpose and various activities of the cell at the beginning of the session.
- Making provisions for holding of personal counseling sessions.
- Fixing the time period of the short time Spoken/ communicative English courses to a minimum of 21 days.

Arundhati Mech

Dr Amal Kr. Deka

Purnima Devi

**Career Guidance and Counseling Cell
Birjhora Mahaviyalaya
15th June 2011**