

**SESSION PLAN FOR ASSISTANTS (DR) FOUNDATION TRAINING PROGRAMME  
(8 WEEKS DURATION)**

**PERSONALITY AND ATTITUDE DEVELOPMENT MODULE**

<b>Sl. No.</b>	<b>Topic</b>	<b>Number of Sessions</b>	<b>Objectives</b>	<b>Marks</b>
1.	Attitude Building for service Delivery	2	Build positive attitude	Formative assessment will be made on the basis of Psychometric analysis
2.	Personality Development and Etiquettes	2	Develop pleasant personality and learn etiquettes	
3.	Communication Skills	2	Use appropriate skills to communicate	
4.	Presentation Skills (inputs)	2	Describe factors which enhances oral presentation skills	
5.	Gender Sensitisation	2	Be sensitive towards other gender	
6.	Disability Issues	2	Be sensitive towards differently abled people	
7.	Issues relating to Elderly	1	Be sensitive towards the need of elderly persons	
8.	Ethics and Values	3	Explain the need for maintaining ethics and values in public service	
9.	Team Building Exercise	3	Will be able to work in a team	
10.	Leadership skills	2	Will be able to emerge as a leader	
11	Psychometric Analysis (entry/exit)	4	To assess the entry and exit behaviour	
<b>Total</b>		<b>25</b>		