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SPANDANA EDA

INTERNATIONAL FOUNDATION

"ONE STEP TO SAVE LIVES"



Seed



SPANDANA
EDUCATION & ENCOURAGEMENT DEED



Fore word

With all the well-defined and variously modified forms of cultures, traditions, other practices and cults continuing for ages right from the palaeo lithic times for the well being of the ethnicities, indigenous groups or other communities somehow restricted the overall development of either the sect or an individual resulting today all the strife and unrest in the society bringing upheavals and chaos in the lives of commonalities, unsucceeding to root out the illness in an individual or society hampered the overall development of society or an individual for peace, harmony and health. We at Spandana Eda International foundation felt immensely painful to witness all kinds of illnesses in the society, determined taking an oath changing our own selves before initiating the change in the society to see smiles in the lives of many from illness to Wellness targeting Wellness development through trainings, counsellings, guidances etc; to convert the rusticated Minds into Magnanimous and benevolent hearts. We believe that ours is an unfalling, unailing and Unstoppable approach despite the insurmountable odds, only with a motto of seeing wellness in the society. SEIF introduced 12 kinds of programmes targeting all kinds of age groups to strengthen and mould their personalities for their wellness in all the areas of life. SEED is aimed for higher class students.

I would like to express my profound appreciation and gratitude to every individual who has graciously contributed their expertise and support towards the creation of the SEED book. Your unwavering dedication, valuable insights, and unwavering assistance have been pivotal in shaping this project into a reality. It is with utmost sincerity that I thank you for your exceptional contributions, which have undoubtedly made a significant impact. Once again I extend my Gratitude to **Dr. Miriyala Krishna Rao, Mr. M.Vijaya Bhaskar, Dr.Naga Chandrika Reddy Dondeti, Mr.S.K. Meeravali & Mrs.V.Raamanujamma** and SEIF Content Development Committee.



Dr.Samuel Reddy Eda

Founder & Chairman
Spandana Eda International Foundation

About SEIF:

Spandana Eda International Foundation (SEIF) is a non-profit organization founded on 28th January 2020 by Dr.Eda Samuel Reddy and Eda Anji Reddy. SEIF works selflessly to induce right ingredients for the wellness of today's youth in India. Regardless of colour, caste and creed, SEIF took an oath only on the purpose of **Developing Emotional strength** to avoid suicides or suicidal tendencies among the youth across India.

The most pathetic, un-forgettable thing is the end of the life of a loved one. SEIF founder, Dr.Eda Samuel Reddy's one and only daughter, Spandana Eda ended her life committing suicide on 2nd January 2020 which brought a severe mental agony in the Parents and among the family members. The pain left the parents and family members like **parched souls in an utter state of mind which aroused an idea not to let any individual commit suicide or even not to develop suicidal tendencies also.** With the soul aim of a genuine cause, Dr.Eda Samuel Reddy and family members launched SEIF which has been working committedly only for the holistic development of the youth, strengthening their emotional efficiencies through various awareness programs and counselling sessions.

One and only objective of SEIF is **“to build Suicide free India”** for which SEIF is working by taking some of the key aspects, which will help the youngsters to develop all the possible aspects of a better personality. The ultimate success for any Individual first starts from his/her inner personality

Our Vision :

Fuelled by a dream and determination to be the change maker and torch bearer helping everyone in the society to overcome their psychological issues or perversions, depressions and not to become vulnerable during hard times, to prove that this sacred ancient land stands for its strength, commitment and courage and its fellow citizens do possess unfalling and unfailing indefatigability in their holistic life, bring a new paradigm in one's thinking process enabling emotional strength, moulding one's personality stand firm forever..

Mission :

To motivate and guide the people of all sects through education, support and expert guidance to overcome hurdles, face insurmountable problems anytime, not to cause great damage for the families, society and country at large, to make everyone learn the art of balancing personal, professional and social life, creating a new thinking process using their creative imagination, acquire bountiful courage by providing everyone the right insights into their character through trainings, counsellings and several awareness programmes.

WORLD SUICIDE PREVENTION DAY
 Hope to the despair and to the parched Souls

WOMEN'S WING SPANDANA VANITHA VIBHAGAM
 Overcoming all Kinds of Barriers as a Woman

TREND Teacher's Relationship in Education for Nation Development
 For Mentors

LIFE IS PRECIOUS - VALUE IT
 The Ultimate Truth

SEED Spanda Education And Encouragement Beed
 To Enhance Skills in High School Students

TREAT Teens Responsibility Enrichment and Attitude Training
 To Develop Positive Attitudes in the Teens

INTERNATIONAL VOLUNTEERS DAY
 Laudable Acts Being Recognised

SELF - DEFENCE
 Fostering Confidence levels in Girls

PRIDE Parent's Responsibility in Delivering Excellence
 For the art of Parenting

PRISE Psychologist Role and Initiative Step in Success Education
 for Psychologists, Psychoanalysts and other Therapists

SPEAK SUICIDE PREVENTION EDUCATION AWARENESS & KNOWLEDGE
 An Intellectual Summit

8 ELEMENTS OF WELLNESS
 All Round Development of an Individual

SEED (SPANDANA EDUCATION AND ENCOURAGEMENT DEED)

Spandana Eda International Foundation (SEIF) was launched with a motif of finding out various reasons by deeply researching in the changes that occur from generations to generations on psychological issues from petty problems to extremities in the present generation. One among such is the **most immatured approach** in the youth causing the tender emotional states trigger the thoughts of self-punishments. SEIF also observed that cynical thoughts disrupt the normal life of youngsters. So, it gathered opinions, suggestions and advices from Intellectuals, psychologists, Educationalists, various Professionals, Teachers, Parents and Prominent people of different walks of life and started to work on the **thought process of individuals** in various sectors to bring a shift in the conventional paradigm of the society. SEIF strongly believes that **Nothing is achieved outside without achieving inside**. So, it has designed 12 programmes which will help the youngsters to develop all the possible aspects of a better personality. One among them is “SEED”

SEED (Spandana Education and Encouragement Deed)-To enhance skills in High School Students

SEED programme concentrates on the high school students of 8th, 9th and 10th standard students which is a most tender and important turning point in their lives. SEIF firmly believes training these students is **first and foremost important** since they randomly learn picking up knowledge from various sources such as teachers, movies, TVs, friends, relatives and from Peer pressure. What is learnt in school life can sustain all their life impacting their formative years.

SEIF launched “SEED” programme to focus on imparting skills on their study management, financial management, emotional management, and interpersonal and intrapersonal skills. SEIF emphasizes that **Thoughts produce feelings, feelings produce actions, and actions produce results**. So, it has decided to change the thought process in a productive and ingenious way right from the school level by creating awareness of four skills with a motto of raising their maturity levels and bringing Emotional strength and training them in order to overcome all types of barriers and balance many things for their holistic development.

Objectives of Four Skills:

- Students who are aware of Interpersonal skills coupled with Studymanagement of gathering knowledge play a vital role in the success and achievement.
- Students who are aware of I.Q and E.Q levels bring harmony and peace in their life.
- Students should be able to understand that Financial management brings discipline. They are also aware that wealth creation solely does not depend on completely getting involved in the money-making process. Money comes to those who share it with a benign attitude.

The study skills

The meaning of study skills

▲ What are Study skills?

A study skill is a technique that will help a student in studying, recalling, and retaining information. It can be easily learned and applied to every field related to studies.

‘Or’



‘Study skills’ may be defined as skills which help learners to study more efficiently.

Objectives:

- ✦ To help students maximize the learning process.
- ✦ To help students develop and use study skills that will help them become successful learners.
- ✦ To enable Students, learn various techniques of study that will be helpful to them throughout their academic years.
- ✦ To enable Students, know, what study skills are; the various types of study skills; why it is necessary to develop study skills in learners.

Introduction:

Today language is viewed as a ‘skill’ rather than as ‘knowledge’. It means If you want to acquire knowledge about any subject; you read books or listen to lectures. For example, if you want to know about the constitution of India, you read social studies books, or you listen to speeches/lectures on this topic. On the other hand, if you want to learn dancing, you don’t read books on dancing, you practise dancing until you attain competence. The same is true of singing, painting, or swimming. These are known as ‘skills’. Skills are acquired through practice. Language is also regarded as a skill by experts. The more you speak, the more fluent you become. The more you read, the faster you can read. There are, as you know, four language skills: listening, speaking, reading and writing.

These four skills must be mastered by any user of the language. If you want to study anything through a language, you must master what are known as study skills. Study skills are the skills students need to enable them to study well and learn effectively. They are an important set of transferable life skills.

The process of study involves four operations:

- ✦ perception
- ✦ comprehension
- ✦ retention
- ✦ retrieval

That is, perceiving what is relevant to his/her needs, and select only those areas which are important. No learning can take place without comprehension. What is not understood is not learnt. Comprehension is an important stage in the process of learning. However, mere comprehension does not guarantee mastery of the subject; for human memory is so transient, that, what is understood, may easily be forgotten, hence the learner must make special efforts to retain what she/he has learnt.

The issues:

There are many ways to adopt towards retention. Very weak students blindly memorize the whole lesson; brighter learners, however, try to remember the basic principles in the form of short notes, which could be paraphrased later. The last stage in the learning process involves the retrieval of what has been learnt when it is required.

What to do?

Let's make the students better understand the study skills,

There are three major types of study skills corresponding to the four operations in the process of study. They are:

- ✦ Gathering skills (perception, comprehension)
- ✦ Storing skills (Retention)
- ✦ (c) Retrieval skills (Retrieval)

Gathering Skills:

These are also known as reference skills and enable a learner to gather information as quick as possible. This requires two sub-skills like locating and comprehending information.

locating the information we need and Comprehending information - through mastering the sub-skills of reading, like skimming, scanning, etc.

Storage Skills:

As the name suggests, storage skills involve the ability to store information for ready retrieval and use., Just before the examination, when the students revise all the lessons, it would be just impossible for them to read through hundreds of pages. They should have the notes in a brief and precise form, ready for quick reference. In fact, each students adopts his / her own way. Of storing information.



Storing skills are of two major categories:

Note - taking - which involves listening to lectures and taking down notes - i.e., the main and subordinate points. This is a skill every student needs to master.

Note - making - which is very similar to note-taking, except for the fact that note-making involves reading books and making notes.

Retrieval Skills:

While writing an examination students need to summarise their ideas in a coherent form, so that their readers can understand them. The length of a summary may vary depending on the purpose for which it is intended. Generally, the precis in the examination papers is required to be one-third of the original.

Every student has a unique and personal learning style or a preferred channel through which learning comes more easily. Depending on how you learned the activity or game, you will have a fair idea of what learning channel you belong to - visual(by sight), auditory(by hearing), or Kinesthetic (by feeling texture).

We all use all three learning channels. Infact, we use all our senses in learning about the world around us, but each of us has atendency to lean heavily on one of the three learning channels– Individuals can improve their study habits by developing all three learning channels.

VISUALIZATION TECHNIQUES:

Greatest gift to human being is visualization. A powerful way to reinforce the ideas and thoughts into permanent memory. A new science called mnemonics has come only to enable the memory development. According to this science visualising ideas or thoughts should be not regular, routine, mechanical or usual. They should be completely unusual, beyond the regular. Using one's creativity imagining or visualizing any object or text converted should be huge, bigger, colourful and moving which makes the children's mind use the right hemisphere of brain in an unfound, illogical or anything beyond the common. This creative and innovativeness resulted today all kinds of technological advancements in any field of endeavor.

SUGGESTIONS FOR VISUAL LEARNERS...

- ✦ Visualize what you are studying creatively.
- ✦ Use colour in your notes(colouredpens, highlighters,etc.). Increase size for high lights.
- ✦ Visualize what the instructor is lecturing about.
- ✦ Draw pictures and diagrams.
- ✦ Use mind maps in your notes.
- ✦ Use pictures and graphics to reinforce learning.
- ✦ Learn from video/Shoot your own speeches and watch them to learn or relearn.

AUDITORY TECHNIQUES:

Though some people usually fall in auditory category of liking to listen more tend to pay attention to sounds of all kinds. The auditory technique works well for those who get inclined to every source of sounds for creating or forming ideas without even noticing the person or speaker. Auditory learning is almost equal to the visual learning as the words, rhythms and intonations also do produce visuals.

SUGGESTIONS FOR AUDITORY LEARNERS...

- ✦ listen to tapes of recorded assignments.
- ✦ tape-recorded your own text book reading.
- ✦ read out loud.
- ✦ talk over ideas from class and what you are studying with other students
- ✦ participate in class discussions
- ✦ listen to audio tapes on the subject
- ✦ Recording your own text and listen more than once for getting different feelings and ideas.

KINESTHETIC

TECHNIQUES:

Equal to visual and auditory Kinesthetic quality is observed in many people. It is about feeling and knowing or sensing through the texture and natural inclination towards holding things, fiddling objects, touching things etc. People of this quality can hold, touch in order to memorize the feelings of the texture of a surface either smooth or rough. It is a tactile learning style requires that you manipulate or touch material to learn.

SUGGESTIONS FOR KINESTHETIC LEARNERS...

- ✦ stand up and move around while you are studying
- ✦ take frequent breaks while studying
- ✦ make use of your hands and write things down as you study
- ✦ use the computer to reinforce learning
- ✦ be physically active: experiment with objects
- ✦ memorize or drill while walking or exercising

WHEN AND HOW TO STUDY:

- ✦ Learning styles or ways vary from person to person since no one person can match with another in all the qualities either physical or mental or emotional. There are unique ways of learning for every child. **Curiosity and concentration** are the powerful tools a student must have in order to learn or study well.



Daily reviews:

Study begins on the first day of class. Successful students read and review notes before each class to recall information from the previous class and to warm up for learning. Review your notes immediately after each class to reinforce learning or within a 24-hours period for the best recall. Repeated exposure to the material will store it in your long-term memory.

Studying one hour immediately after a class will do more good in developing an understanding of the material as several hours a few days later. Studies show that as much as 80 % of material learned in class is forgotten within 24 hours if there is no review.

Weekly reviews:

At the end of the week go over your notes for the week. This refreshes your memory and promotes better recall of the material. Repetition is the key to remembering. The more times you look at the material, the stronger you make the neural (brain) pathways that lead to the material. This makes recall much easier.

Pre-exam reviews:

These reviews are longer, from 3 - 5 hours. Break your study sessions into one-hour blocks with ten minute breaks in between. Get up, stretch, get a drink and move around during your break. The more active you are, the more effective your study time will be. A tired body only makes a tired mind.

Peak Study Times:

- ✿ Study when you are at your peak. When you are more awake and alert and able to absorb new information. One likes to study in the mornings and the other may like late evenings like before sleeping etc; Firstly it is all about their peak time of interest.

Organize Your Time

Plan your study time. Leave enough time for each of your subjects and more time for difficult subjects.

Prioritize your time and put off other activities to allow for adequate study time. You may find it necessary to postpone or eliminate certain activities in order to fulfill your goals as a student.

Keep a weekly and monthly schedule planner in which to record due dates of assignments, tests, papers, field trips, etc. Transfer important dates from your syllabus to your weekly / monthly planner.

HOW TO STUDY

Reading and Studying Text books:

As you buy your text book for a class, give yourself a head start before going to class. Read the Table of Contents. Prefaces, introduction, and any other up-front material in the book. Leaf through the book and see what it contains. Read the captions, read chapter titles and go to the back of the book to see if there is a glossary, an index, answers to quizzes given throughout the text, etc. Get familiar with your book. Treat it like a tool.

When you are ready to begin reading a chapter, don't just plunge into your reading. Here is a sure fire way to get them out of your reading:

First, preview the chapter. Look at headings, subheadings, topic sentences, bold faced and italicized words, pictures, diagrams, graphs, summaries, and review questions at the end.

Second ask yourself questions about the sub headings.

Third, read a section of the chapter (one subheading at a time). Put the book down and ask yourself what you just read. Did you understand what it was about? Could you answer questions about it? Could you explain it to someone else? Continue reading and stopping to think about what you just read. Ask yourself questions.



Fourth, don't skip any part of the chaplet: Read the sidelines. The captions under photos. definitions, and any additional information the author has included. It all help you to learn.

Fifth, don't be afraid to mark your text. Use different colored highlighters for particularly important parts. But don't delete the purpose of highlighting by over doing it.

Sixth, outline the chapter: When you have read the chapter through, go back and take notes Define terms, draw diagrams, and explain things in your own words. Make up memory tricks to help you remember new terms. For example if you are study in the part of the brain called the "hippo campus" you may use a memory trick of association, picturing a "hippo" with a good memory, since the hippo campus deals with memory formation.

Seventh draw arrows or other symbols to direct you to important details or definitions. If a word appears that you do not know, look it up and write the definition in the margin. Under line key points.

The following method of reading, called the SQ3R Method, was developed to help people read faster and study better. It is similar to the information you just read, with some added details.

SQ3R Method of Reading

SURVEY

QUESTION READ

RECITE

REVIEW

Survey:

This step takes only a few minutes. Go through the chapter quickly. Glance at the chapter title, the introduction, headings, and summary paragraphs, if any. Notice any pictures, diagrams, graphs, tables, etc. Read any bold print.

Previewing your text gives you some background about topics you may have ever encountered before. You pick up general information. You know where to find information. You gain a better idea of how the information is organized and presented. It opens up a place in your brain where the new information will be stored. It saves time by reducing the amount of time it takes to read the chapter.

Another advantage is that it creates an interest in what is coming up. It motivates you to read less interesting material to get to the "goodstuff"

Question:

Before you begin reading a section, turn the heading into a question. For example, if the heading is basic causes of stress, your question would be what are the basic causes of stress? This arouses your curiosity and increases your comprehension. It also brings to mind information you already know. The questions you ask help make important points stand out as you read. This forces you to think about what you are reading.

Read:

Read the material under the heading with the purpose of getting the answer to your question. Read with concentration. Identify the main ideas and highlight or underline them. Read sections at a time and stop to ask questions. jot down notes and ask yourself what you just read. If you can answer your question, I read on. If not, look it over again.

Recite: Use your own words to paraphrase.

Once you've read the appropriate sections of the document, run through it in your mind several times. Identify the important points, and then work out how other information fits around them. Then, go back to your questions from Step 2, and try to answer them from memory. Only turn back to the text if you're unable to answer a question this way.

Review:

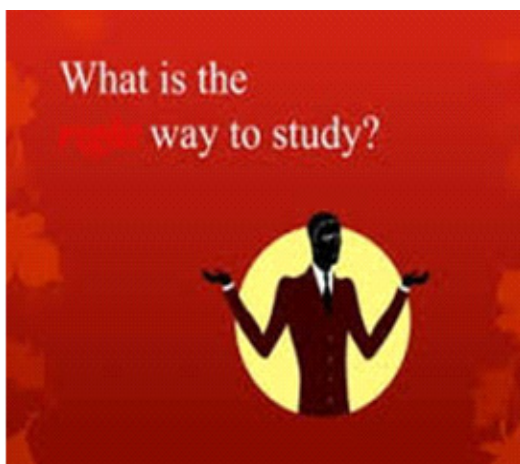
Check your memory by reciting the main points out loud. Then review the main points. Always do a review of the chapter after completing your reading. Then do quick reviews before and after each class.

MOVING FROM SHORT-TERM TO LONG-TERM MEMORY

According to research 82% of what is learnt as text goes out of mind after 24 hours. Unless students revise and rehearse what is learnt within 24 hours they shall not remember in the long term. Regular study and revision, exercising and practising can go into the permanent memory of student.

The key to remembering what you study is to move information from the temporary short-term memory to the long-term memory. These next tips will help you do this. They are simple and fun to use and there suits you will get will be amazing.

Visualize:



Try to see what you are reading. Get a feel for the subject. Make it come alive for you. If you read about insects, try to feel them wiggle in your hand and imagine sounds they might make. The more senses you use, the stronger you make the neural pathways in your brain and the better you remember the information.

Highlight:

mark and underline your text ! Make it a tool to work with. Write questions and comments in the margins. Even though you may not be able to resellit, consider the benefits you'll get using your text as a study tool.

Talk About It:

Talk about what you're reading. Share the information with others. This helps to rein force learning and proves whether or not you understand the information. Talk about what you are studying. The best place to do this is in a study group where you can discuss the material, quiz each other, and share information.

Review:

Review, review and review again! Go over notes, outlines, and the text. Read the high lighted parts out loud. Develop a habit of regular review to move information from your short term to your long term memory.

Use Memory Tricks:

Creative Sentences:

✿ My Very Educated Mother Just Served Us Nine eggs.(Planets in order from the Sun)

Acronyms : NATO (North Atlantic Treaty Organization)

NASA (National Aeronautics and Space Administration).

Songs and rhymes:

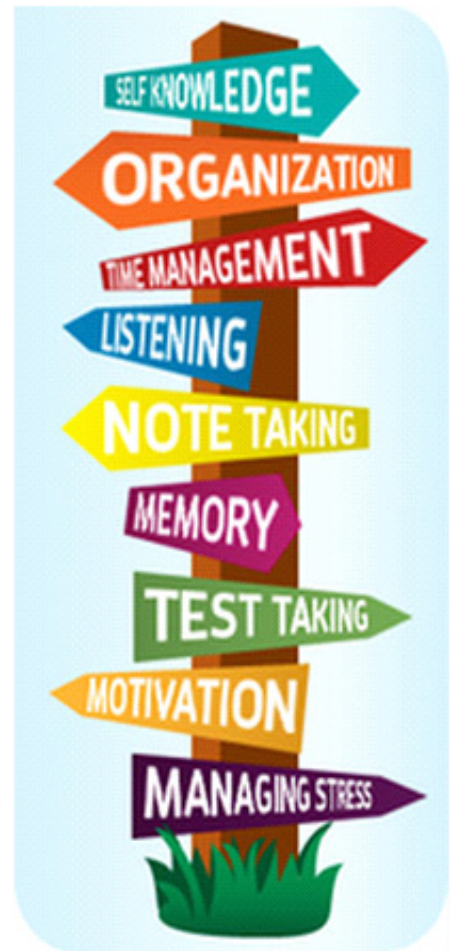
Songs and rhymes are very effective mnemonic devices. Most young children are taught to remember the entire alphabet 26 random letters in a row by reciting it in a simple rhyming tune. Songs and rhymes work for adults as well. Just think of how easily you sing along when an old song comes on the radio.

Check point:

1. What are 'skills'? How do they differ from 'knowledge'?
2. What are the major study skills?
3. Distinguish between note - making and note - taking.
4. How does a summary benefit its reader?
5. What skills do you need to write a good summary?

Why do students need the study skills in the present scenario?

- ✿ Students have two types of goals the short-term goal is to pass the examination. The long-term goal, on the other hand, is to prepare for life; in other words, the second goal extends beyond examinations.
- ✿ To 'achieve both these goals they must know how to study. Hence the importance of study skills.
- ✿ It is a sad reflection on our education system that our learners do not know the study skills even in relation to their mother tongue. They do not know how to locate information or make notes even when they refer to books in the vernacular.
- ✿ By training them in study skills, the teacher indirectly helps them to study their subjects also more efficiently.
- ✿ Many teachers argue that there is no need to focus on study skills or give special training in this area. Conscious teaching of study skills is not necessary. They say: "Most of us learnt our study skills unconsciously. No one taught us how to make notes. We learnt it on our own; similarly, our learners will also 'pick up' these skills. There is no need to 'waste' precious class time on such trivialities" There are two basic flaws in this argument.
- ✿ Firstly, we know from experience that most students do not learn study skills on their own. Even when they join the undergraduate course, they do not know how to make notes or how to write a summary. They lift words at random and string them together and call it a precis. The concept of note-making is totally strange to them.



- ✦ Secondly, even learners who can learn these skills on their own, might take a long time doing so. In the absence of guidance, they must adopt the 'trial and error' method to develop these skills. If, on the other hand, they are given some training, they will learn these quickly; this, in turn, will accelerate their pace of learning the other subjects as well.

Conclusion:

Study skills are needed at all levels. Even children at the primary level need them. For example, identifying the moral of a story is a study skill. Locating answers to questions is another study skill. As students go to higher classes the nature of study skills becomes more complex so making them aware of study skills to make them more confident and efficient.

Education is important for every one's life to get the knowledge and to get the opportunities in the jobs. Along with Education, Co-curricular activities like Singing, Dancing, Paintings, Sports etc; are very important. They give the happiness and Encouragement and help for the development. More than these students have to aware of them selves and aware of their strengths and weaknesses. They have to be good at Self-Concept and Self-Confidence.

Trainers package on the session – Study skills

Objectives of the session:

- ✦ To create awareness among the resource persons about different types of study skills
- ✦ To create awareness among the resource persons on presenting the session – study skills during SEED programme.
- ✦ To support the resource persons on helping students maximize the learning process.
- ✦ To support the resource persons on helping students develop and use study skills that will help them become successful learners.
- ✦ To support the resource persons on enabling Students, learn various techniques of study that will be helpful to them throughout their academic years.
- ✦ To support the resource persons on enabling Students, know, what study skills are; the various types of study skills; why it is necessary to develop study skills in learners.

Method of operation:

- ✦ Interaction with participants through power point presentation.

Material required:

- ✦ Power point presentation.
- ✦ Work sheets
- ✦ Hand outs

Presentation:

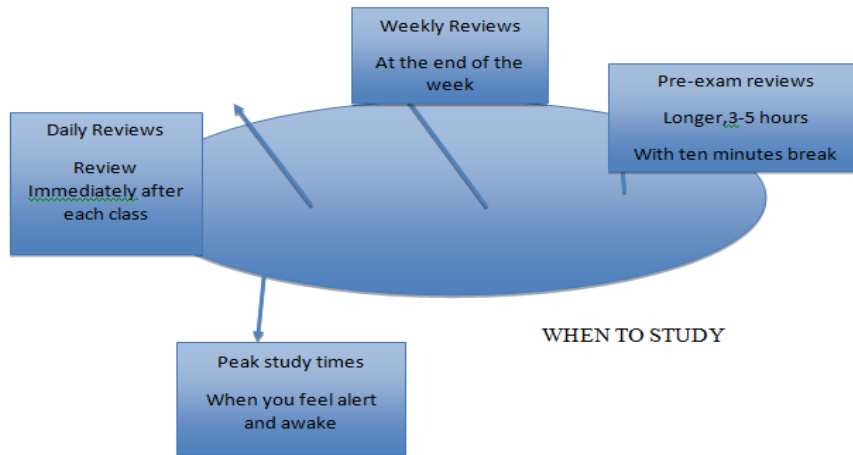
- ✦ The presenter motivates the participants by narrating a story on the importance of having study skills / his own experience / experience with his children / students etc.
- ✦ The presenter presents a power point presentation on the following content.
 - Objectives of the session
 - Meaning of study skills
 - introduction
 - The issues
 - Major types of the study skills
- ✦ The presenter checks the understanding of the participants through some interactive questions and asks the participants to share their experiences and allows them 10 min to reflect their opinion in oral.
- ✦ The presenter elicits responses from few participants through open forum.
- ✦ The presenter continues his presentation through power point presentation in interactive mode on the following content.
 - Different types of learning styles.
 - Suggestions for each type of learner.
 - When and how to study.
 - Reviews.
 - Organizing study time.
 - SQ3R Method of Reading
 - Memory tricks
- ✦ The presenter distributes a working sheet containing certain question to check the understanding of the participants and allows them to 10 min to reflect their opinion in writing.
- ✦ The presenter concludes the session by summing up all important points of his presentation.
- ✦ The presenter distributes handouts related to his session to the participants.

Working sheet – Study skills

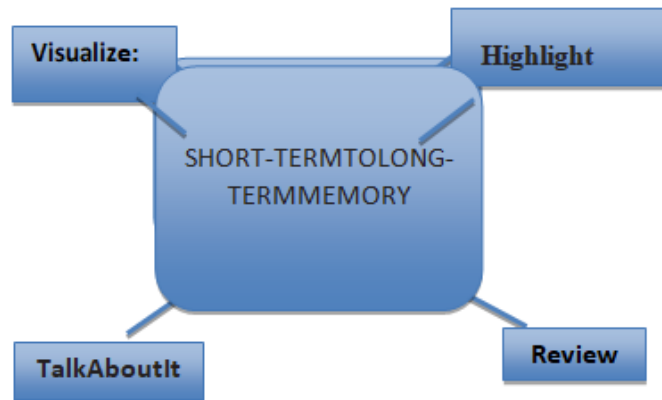
Please share your opinion on the following questions

1. **What are 'skills'? How do they differ from 'knowledge'?**
2. **What are the major study skills?**
3. **Distinguish between note - making and note - taking.**
4. **How does a summary benefit its reader?**
5. **What skills do you need to write a good summary?**

HAND OUT FOR STUDENTS



MOVING FROM SHORT-TERM TO LONG-TERM MEMORY



VISUAL LEARNERS	AUDITORY LEARNERS	KINESTHETIC LEARNERS
Use colour in your notes (coloured pens, high lighters, etc.). Increase size for high lights	Listen to tapes of recorded assignments	Stand up and move around while you are studying
Visualize what the instructor is lecturing about	tape-recorded your own text book reading	Take frequent breaks while studying
Visualize what you are studying creatively	Read out loud. Talk over ideas from class and what you are studying with other students	Make use of your hands and write things down as you study
Draw pictures and diagrams Use pictures and graphics	participate in class discussions	Be physically active: experiment with objects Memorize or drill while walking or exercising
Learn from video/Shoot your own speeches and watch them to learn or relearn		Use the computer to reinforce learning

EMOTIONAL SKILLS

Meaning of Emotions:

The term emotion is derived from Latin term “Emovere” which means to stir, to agitate, to move. Hence, an emotion is referred to as a stirred up state of the organism. They are typically accompanied by physiological changes in the body, such as increased heart rate, changes in breathing patterns, hormonal fluctuations, and activation of certain brain regions. Emotion refers to a complex psychological and physiological state that arises in response to stimuli, events, thoughts, or internal processes.

Emotional Skill:

Emotional skills, on the other hand, are learned and developed abilities that allow individuals to understand, manage, and express their emotions effectively. These skills involve a set of competencies related to emotional intelligence, also known as Emotional quotient (EQ).



Objectives of Emotional Skills:

- Developing emotional skills helps students become more aware of their own emotions, thoughts, and reactions. This self-awareness enables them to better understand their strengths, weaknesses, and values, leading to improved self-esteem and self-confidence.
- Students gain the ability to recognize and manage their emotions effectively. They can develop strategies to regulate and express their emotions in appropriate ways, which promotes self-control and reduces impulsive behavior.
- Empower students to handle conflicts and disagreements constructively. They can learn how to communicate their emotions and needs effectively, listen actively to others, and find collaborative solutions.
- Enable students to build resilience, which is the ability to bounce back from setbacks, failures, and challenges. They can develop coping strategies, problem-solving skills, and positive thinking patterns to navigate stressful situations and adapt to changes effectively.

Introduction:

Emotion is a subjective experience characterized by a range of feelings, such as happiness, sadness, anger, fear, surprise, or disgust. Emotions are an integral part of the human experience and play a crucial role in shaping our thoughts, behaviours and interactions with the world. Emotions are a natural part of being human and all are experienced by everyone. These physiological changes are often associated with the subjective feelings and can vary in intensity and duration depending on the specific emotion experienced. Emotions serve various functions, including providing information about our environment, influencing our decision-making processes, motivating behavior, and facilitating social connections. For example, the emotion of fear alerts us to potential threats and triggers the fight-or-flight response, preparing us to protect ourselves. Happiness, on the other hand, promotes a positive mood, encourages social bonding, and motivates behaviors that are associated with well-being and satisfaction.

It is important to note that emotions are multifaceted and can be influenced by a combination of factors, including personal experiences, cultural norms, cognitive processes, and individual differences. They can be expressed through facial expressions, body language, tone of voice, and verbal communication. Understanding and effectively managing emotions is a key aspect of emotional intelligence and can contribute to overall well-being, interpersonal relationships and decision making abilities.

Emotional skills encompass a range of abilities, including self-awareness, self-regulation, empathy, communication, and relationship-building. Emotional skills enable individuals to **recognize and understand their own emotions, regulate their emotional responses, and effectively navigate social interactions** in positive ways to relieve stress, communicate effectively, empathize with others, overcome challenges and defuse conflict.

Emotions are spontaneous and instinctive reactions that occur in response to stimuli, while emotional skills are learned capabilities that enable individuals to effectively manage and express their emotions. Emotions are the raw, subjective experiences, while emotional skills are the set of competencies that empower individuals to navigate and respond to their emotions in a constructive and adaptive manner. Developing emotional skills enhances emotional intelligence and enables individuals to form healthier relationships, manage stress, and make more informed decisions in their personal and professional lives.

Emotional intelligence is most defined as the ability in perceiving, using, understanding, managing and handling emotions. Emotion refers to energy plus motion which is movement of energy either excited or subdued. Emotional States vary based on the type of stimulus. Response to a situation varies from person to person. One reacts more than the necessary to a situation where as another doesn't even respond in any form. The emotional maturity can make an individual regardless of age and education to handle well raising the maturity continuum.

Emotional Wellness is the first and foremost important tool for an all-around personality of an individual. Good mental and emotional health allows the child develop resilience and balance the mental States for a good company be it in family, friends or in any environment.

Importance of Emotional Skills:

Emotional skills are incredibly important for students as they contribute to their overall well-being, personal development, and academic success. Here are some key reasons why emotional skills are crucial for students

1. Self-Awareness: Emotional skills help students develop self-awareness, allowing them to understand and recognize their own emotions, thoughts, strengths, and limitations. This awareness enables them to better navigate their own emotions and make informed decisions about their actions and behaviors.



2. Emotional Regulation: Emotional skills empower students to effectively manage and regulate their emotions. They learn strategies to cope with stress,

frustration, and challenges in a healthy and constructive manner. This ability to self-regulate enhances their emotional stability, resilience, and adaptability.

3. Empathy and Relationship Building: Emotional skills foster empathy, the ability to understand and share the feelings of others. Empathy is the core element of being a human. Empathy plays a vital role in social interactions. It's like going into someone's shoes and feel what others are undergoing. The natural tendency of children is to learn and understand empathy from her or his surroundings or environment. By developing empathy, students can build positive and meaningful relationships with their peers, teachers, and the broader community. Empathy promotes inclusivity, compassion, and respectful communication, enhancing their social interactions. "I am okay and you are okay" is the empathetic feeling which can only happen with good emotional health. Through this we can experience service motto.

4. Conflict Resolution: Emotional skills equip students with the tools to handle conflicts and disagreements in a constructive manner. They learn how to express their emotions and needs assertively while actively listening to others. This helps to promote peaceful resolutions and maintain positive relationships.

5. Decision Making: Emotional skills support students in making thoughtful and well-informed decisions. By considering their emotions, as well as the emotions of others, they can weigh different perspectives, evaluate consequences, and make choices that align with their values and goals.

6. Leadership and Collaboration: Emotional skills are essential for effective leadership and collaboration. Students with strong emotional intelligence can effectively communicate, motivate, and inspire others. They understand the needs and emotions of their team members, fostering a cooperative and harmonious working environment.

7. Life Skills: Emotional skills are life skills that have long-term benefits beyond the classroom. They prepare students for various personal and professional situations they may encounter throughout their lives. These skills enhance their ability to form healthy relationships, manage stress, navigate challenges, and make responsible decisions in all aspects of life.

8. Better Academic Performance: According to a survey 79% of educators see emotional Wellness as an important factor for academic success. Mentally and emotionally fit child can think clearly or pragmatically and learn and adapt better, ultimately all which help children excel in their day to day activities in academics as well as in real-life situations.

9. Avoids Bad / Misbehaviour: The Esteem levels of an individual cause one's own actions. What is felt inside is projected outside. Children often throw tantrums and don't behave well in situations unfavourable to them. Every creature born in nature seeks its own pleasure. It moves from unfavourable situations or conditions to favourable situations or conditions which is a natural consequence. Emotional maturity in a child can make him or her realize or understand how to deal with or handle when felt beyond, rather than misbehaving or mishandling. They can understand or realize how to move from an unfavourable situation to favourable situation without getting the environment disturbed with harsh behaviours. Poor dietary habits and negative reactions from adults should be avoided for erratic emotional outbursts in growing children.

10. Checks self-destructive behaviour : Children with good emotional health do not indulge in self-destructive or self-punishing activities. Uncertain outcomes are expected when children's anxiety, anger or other mental issues are not being recognized by elders. Some of the uncertain outcomes like bitter spite, severe emotional pain or other trauma initiate self-destructive behaviours among children even in the tender ages. Over indulgence in self-soothing ways like addiction to drugs, indulgence in physical relations during teenage years, self-satiating behaviours by punishing others are some examples of poor or unhealthy emotional state. Through communication, teaching and invoking emotional intelligence and raising their standards can make the perverted behaviours come normal even in the formative years.



11. Increases confidence: Balanced emotions in any situations or emotional intellectuality can bring out a positive outlook on life and boosts their confidence levels since confidence is a state of mind attained by balanced emotions or emotional intelligence.

12. Builds Positive Habits: A child's habits and behaviours are a direct reflection of their emotional health, Nurturing good health and well-beingness will help child develop positive habits like friendliness, patience and persistence, impulse control etc.,. Therefore positive habits are cultivated from a good emotionally healthy environments.

Behavioral changes in students :

Behavioral changes in students during the 8th, 9th, and 10th grades can be influenced by their increasing maturity, social interactions, academic demands, and emerging sense of identity. They often undergo significant behavioral changes as they navigate the transition from childhood to adulthood. While individual experiences may vary, here are some common behavioral changes observed in teenagers:

1. Increased Independence: Teenagers strive for greater autonomy and independence. They may seek more freedom in decision-making, desire to spend more time with peers, and assert their individuality by exploring new interests and hobbies.. They may also become more assertive in expressing their opinions and preferences.

2. Identity Formation: Adolescence is a period of identity exploration. Teenagers may question their values, beliefs, and goals, and experiment with different social roles and identities. They may express themselves through clothing, music, or subcultures as they seek to establish their own unique identity.

3. Risk-Taking Behavior: Teenagers often engage in more risk-taking behaviors compared to children or adults. This can include experimentation with drugs or alcohol, reckless driving, engaging in unsafe sexual activities, or participating in thrill-seeking activities.

4. Peer Influence: Peer relationships become increasingly influential during the teenage years. Teenagers may seek acceptance and validation from their peers, leading to changes in behavior to fit in or conform to group norms. Peer pressure can influence choices related to clothing, behavior, academic performance, and even involvement in risky behaviors.

5. Emotional Intensity: Teenagers often experience heightened emotional intensity and mood swings. They may struggle with managing emotions and may exhibit mood swings or emotional reactivity. Hormonal changes, combined with social and academic pressures, can contribute to fluctuations in mood and emotional reactions. They may also grapple with emotional issues such as identity confusion, self-esteem, coping with stress, peer dynamics, and personal experiences.

6. Increased Social Awareness: Teenagers develop a greater understanding of social dynamics and become more attuned to social norms, expectations, and rules. They may become more socially conscious and start to question and challenge societal norms and injustices. They may also develop stronger empathy and concern for others. They may develop stronger interpersonal skills, engage in deeper social connections, and navigate romantic relationships. Conflict resolution and the ability to maintain positive relationships become important areas of growth

7. Shifting Family Dynamics: As teenagers strive for independence, family dynamics can undergo changes. There may be increased conflicts with parents or caregivers as teenagers assert their individuality. However, teenagers also continue to rely on their families for support and guidance, and the parent-child relationship evolves to accommodate the changing needs and responsibilities.

8. Development of Future Orientation: Teenagers start to think more about their future, including career choices, educational goals, and long-term plans. They may engage in goal-setting and future oriented thinking as they prepare for life beyond adolescence.

9. Developing Decision-Making Skills: Students in 8th, 9th, and 10th grades are developing their decision making abilities. They face choices related to academics, extracurricular activities, personal relationships, and long-term goals. They begin to weigh the consequences of their decisions and learn from their experiences

10. Increased Academic Pressure: As students progress through these grades, academic demands tend to increase. The pressure to perform well academically, prepare for future educational paths, and meet high expectations can lead to changes in behavior. Students may become more focused on their studies, spend more time on homework and assignments, and experience heightened stress related to academic performance

❖ It's important to note that these behavioural changes are not uniform for every student, and individual differences exist. It is crucial for parents, educators, and mentors to provide guidance, support, and a safe environment for students to navigate these changes successfully.

Strategies to Effectively communicate to students:

➤ **Start with Basic Emotions:** Begin by introducing a few fundamental emotions such as happiness, sadness, anger, fear, and surprise. Use simple language and relatable examples to describe each emotion. For instance, you can say, "When something good happens, we feel happy. It's like when you get a surprise gift or spend time with your friends."

Ex : All the students are ask to close their eyes

● Narration of the Happy school experience :

Good friends, happy play, time caring teachers, good in studies, fun activities, no bullying, happy learning environment

● Narration of the unhappy school experience :

conflicting friends, no play time, Harsh teachers, no fun, bullying by friends, loneliness.

Which school experience do you want?

making them to understand the role of emotional skills for Happy school experience and success in future.

➤ **Use Visual Aids:** Utilize visual aids such as emotion charts or flashcards displaying facial expressions depicting different emotions. Show the images to students and ask them to identify and describe the emotions they see. This visual representation helps students recognize and associate facial expressions with specific emotions.



➤ **Provide Personal Examples:** Share personal anecdotes or stories that illustrate different emotions. Relate these stories to familiar situations that students can connect with, such as experiences at home, school, or during playtime. This personal touch helps students relate emotions to their own lives.

➤ **Encourage Reflection and Discussion:** Create opportunities for students to reflect on their own emotions and share them with the class. Prompt them with questions like, “Can you think of a time when you felt really happy/sad/angry? What happened, and how did it feel?” Encourage open discussions where students can express their thoughts and learn from each other’s experiences.

➤ **Teach Emotional Vocabulary:** Introduce a range of emotion words and their definitions. Encourage students to expand their emotional vocabulary by using words beyond just “happy” or “sad.” Teach them words like excited, frustrated, proud, or nervous. Engage students in activities where they can match emotions with their corresponding words.

➤ **Explore Body Language and Non-Verbal Cues:** Explain to students that emotions are not just expressed through words but also through body language and non-verbal cues. Help them recognize how body posture, facial expressions, tone of voice, and gestures can convey different emotions. Engage in role-playing activities where students act out various emotions through body language.

➤ **Practice Perspective-Taking:** Help students understand that different people may experience and express emotions differently based on their individual experiences and circumstances. Encourage empathy by discussing how the same event can elicit different emotions in different people. Promote perspective-taking by asking questions like, “How do you think your friend felt when you accidentally broke their toy?”

➤ **Connect Emotions to Consequences and Actions:** Explain to students that emotions can influence their behavior and the choices they make. Discuss how different emotions may lead to different actions and consequences. Help them understand the importance of recognizing and managing emotions in constructive ways.

➤ **Reinforce Positive Emotional Expression:** Emphasize the value of expressing emotions in healthy and respectful ways. Teach students that it is okay to feel and express emotions but encourage them to use words rather than resorting to aggression or harmful behaviors. Offer guidance on appropriate ways to express emotions, such as talking to a trusted adult, writing in a journal, or engaging in calming activities.

➤ **Regularly Review and Reinforce:** Continuously revisit and reinforce the concepts of emotions throughout the school year. Incorporate discussions and activities related to emotions in various subjects and everyday interactions. This repetition helps students internalize the understanding of emotions and develop their emotional intelligence.

➤ **Foster a Positive Classroom Climate:** Cultivate a positive and inclusive classroom environment that values respect, kindness, and empathy. Promote positive behavior and encourage students to support and uplift one another. Celebrate and acknowledge acts of emotional intelligence and empathy within the classroom



- **Model and Demonstrate:** Be a positive role model for emotional skills by demonstrating empathy, active listening, and self-regulation. Show students how to manage conflicts, handle stress, and express emotions appropriately. By observing these behaviors in action, students can learn and emulate them.
- **Provide Emotional Support:** Create a safe and supportive classroom environment where students feel comfortable expressing their emotions. Encourage open communication and active listening. Be attentive to students' needs and offer guidance and support when they are facing emotional challenges. Provide outlets for students to express their emotions, such as through art, writing, or discussion.
- **Practice Mindfulness and Self-Reflection:** Incorporate mindfulness exercises into the classroom routine, such as deep breathing, guided relaxation, or mindful listening. These practices help students develop self-awareness and improve their ability to regulate emotions. Regular self-reflection activities can also enhance emotional intelligence by encouraging students to analyze their own emotions and behaviors.
- **Collaborative and Cooperative Learning:** Foster opportunities for students to work together in groups, allowing them to develop interpersonal skills such as communication, cooperation, and conflict resolution. Collaborative projects and activities promote empathy, understanding, and the ability to work effectively with others.
- **Integrate Emotions into Curriculum:** Connect emotions to the subject matter being taught. For example, when discussing literature, explore the emotions experienced by the characters. In science, explore the emotional impact of environmental issues. This integration helps students develop a deeper understanding of emotions in various contexts.
- **Individualize Support:** Recognize that each student has unique emotional needs. Provide individualized support to students who may be experiencing emotional difficulties or struggling with specific skills. Offer counseling services or collaborate with school counselors to provide targeted interventions.
- **Teach Emotional Vocabulary:** Introduce a wide range of emotions and teach students to identify and label their own emotions and the emotions of others. Provide opportunities for students to express their feelings through discussions, journaling, or creative activities.
- **Expressing gratitude to 1 or 2 persons who helped you**
- **helping one or two persons even if it is a small**
- **promoting and spending time on activities which makes you happy hobbies**
- **maintain the Gratitude journal**

Conclusion:

Remember that inculcating emotional skills is an ongoing process. Consistency, patience, and reinforcement are key to helping students develop and strengthen their emotional intelligence over time. By prioritizing the development of emotional skills, Parents and teachers can create a supportive and nurturing learning environment that promotes students' holistic growth, well-being, and success in both academic and personal domains. Open communication, positive role models, and opportunities for personal growth can facilitate healthy development during these important years.

Some of the Emotional skills

Resiliency	Being able to quickly recover and thrive in the face of difficulties.
Empathy	Being able to put yourself in other people's shoes and feel what they are feeling.
Gratitude	Being thankful for the people, things, and experiences you have
Positive Attitude	Being able to find the positives or see the silver lining in negative situations
Relationship Skills	Being able to have emotionally positive interactions with other people.
Self -Empowerment	Being able to make your own decisions and live your life as you see fit.
Personal Development	Able to successfully progress towards you goal of improving yourself.
Planning Ability	Able to organize your life in ways that help you build the other skills

Trainers package on the session – Emotional skills

Objectives of the session:

- ✦ To create awareness among the resource persons about different types of Emotional skills.
- ✦ To create awareness among the resource persons on presenting the session – Emotional skills during SEED programme.
- ✦ To support the resource persons on helping students to aware of Importance of Emotional skills and strategies to develop Emotional skills.
- ✦ To support the resource persons on helping students develop Emotional balance that will help them become successful human beings.
- ✦ To support the resource persons on enabling Students, know, what Emotional skills are; the various types of Emotional skills; why it is necessary to develop Emotional skills in learners.

Method of operation:

- ✦ Interaction with participants through power point presentation/ Discussions

Material required:

- ✦ Power point presentation.
- ✦ Work sheets
- ✦ Hand outs

Presentation:

- ✦ The presenter motivates the participants by narrating a story on the importance of having Emotional skills / his own experience / experience with his children / students etc.
- ✦ The presenter presents a power point presentation on the following content.
 - Objectives of the session
 - Meaning of Emotional skills
 - Introduction
 - Importance of Emotional skills
 - Strategies to develop Emotional skills
- ✦ The presenter checks the understanding of the participants through some interactive questions and asks the participants to share their experiences and allows them 10 min to reflect their opinion in oral.
- ✦ The presenter elicits responses from few participants through open forum.
- ✦ The presenter continues his presentation through power point presentation/Lecture/ Interactive mode on the following content.
 - Meaning of Emotional skills
 - Introduction
 - Behavioural Changes
 - Importance of Emotional skills
 - Strategies to develop Emotional skills
- ✦ The presenter distributes a working sheet containing certain question to check the understanding of the participants and allows them to 10 min to reflect their opinion in writing.
- ✦ The presenter concludes the session by summing up all important points of his presentation.

The presenter distributes hand-outs related to his session to the participants

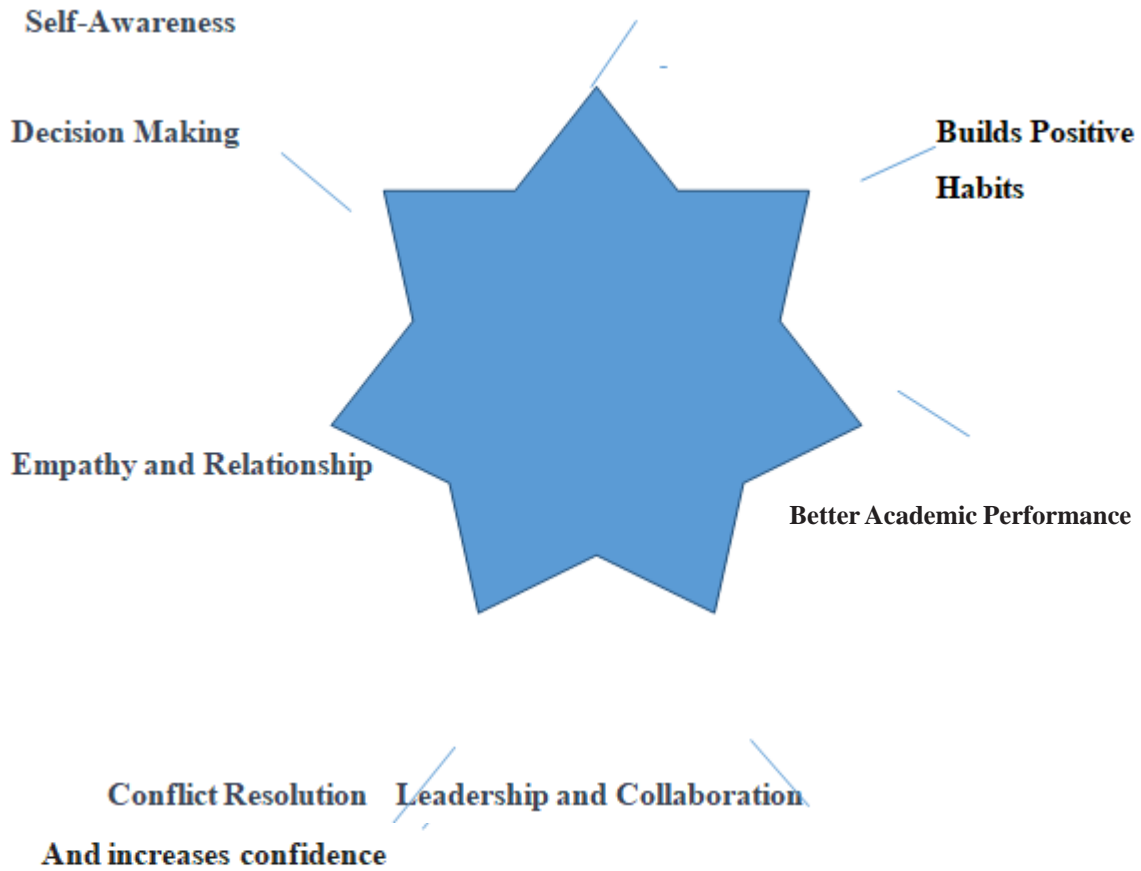
Working sheet – Emotional skills

Please share your opinion on the following questions

- 1. What do you know about Emotions?**
- 2. What are the major Emotional skills?**
- 3. Do you know about Gratitude journal? Have you ever follow it?**
- 4. Do we need Emotional skills?**
- 5. Is the session useful to you?**

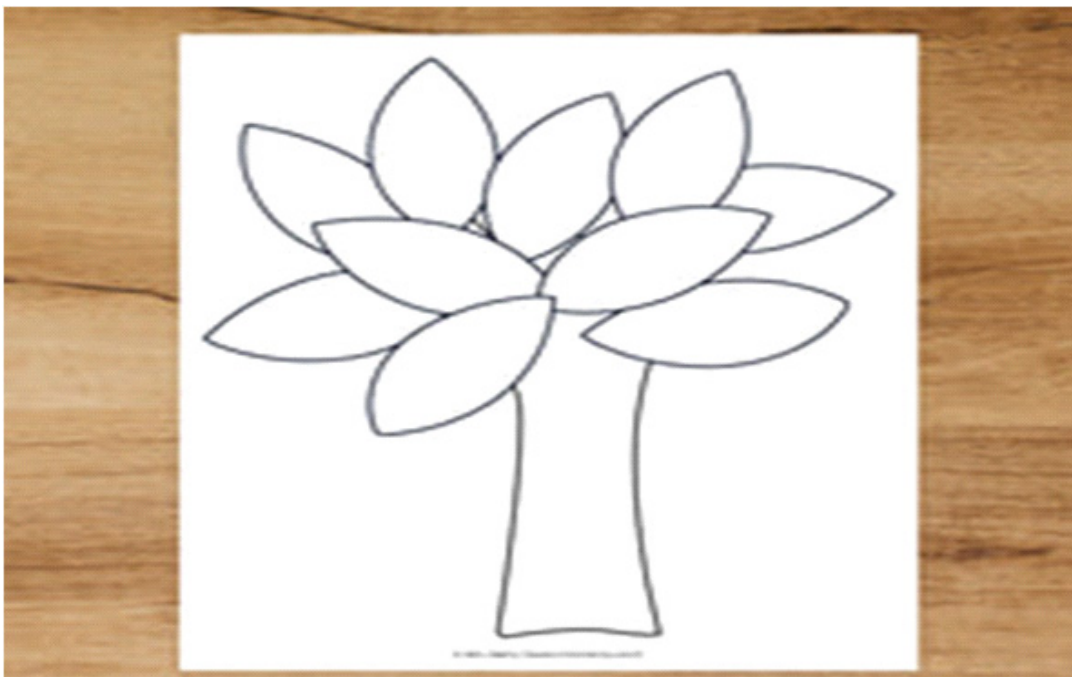
HAND OUT FOR STUDENTS

Importance of Emotional Skills

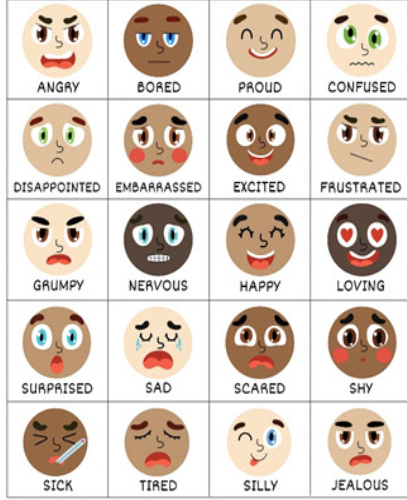


THANKFUL TREE

Fill the leaves with the Things/Persons You are Thankful for



EMOTIONS HOW ARE YOU FEELING?



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Name: _____

Feelings

Match the emotion word to the correct face.



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Name: _____

Feelings Thermometer

Write one thing or situation that makes you feel each of the emotions.

I am furious!
I want to throw
or hit something.

Furious: _____

I am mad.
I am angry.
I am irritated.

Angry: _____

I am annoyed.
I am frustrated.
I am sad.

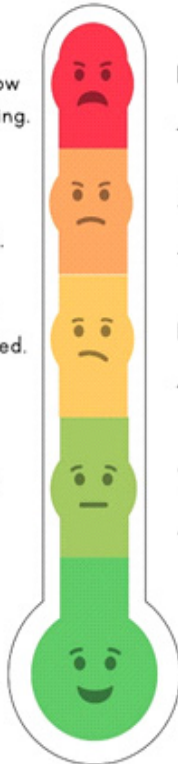
Frustrated: _____

I am just ok.
I am worried.
I am anxious.

Worried: _____

I am happy.
I am calm.
I am positive.

Happy: _____



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Interpersonal skills

“A town becomes good when its people are good.”

“Good speakers are those who first become good listeners.”

Meaning of Interpersonal skills:

Interpersonal skills are the abilities and behaviours that allow individuals to effectively interact and communicate with others harmoniously. These skills are crucial for building and maintaining positive relationships, both personal and professional.

Objectives:

- Promote effective communication style with parents, teachers and friends.
- Create a joyful and positive environment through proficient communication skills among individuals.
- Helps to develop positive interactions, cooperation, and a harmonious social environment.
- Enhance their interpersonal interactions, collaborate effectively, and achieve success in various aspects of life.

Introduction:

Interpersonal proficiency or interpersonal skills refer to the necessary abilities and competencies required to interact with other individuals and building relationships with parents, teachers, colleagues, and friends effectively in communication. It plays a vital role in shaping one’s lifestyle for successful interactions with family members or others. . **“As the lap of a mother is the first school, and the guidance of a father sets the path,”** it begins triumphantly, signifying the successful adoption of a communicative and conversational style in society. Developing and improving interpersonal skills can greatly enhance personal

and professional relationships, contribute to effective teamwork, and facilitate successful communication and collaboration with others. They contribute to positive interactions, teamwork, conflict resolution, and overall social competence. Developing and honing these skills can greatly enhance one’s ability to connect with others, understand different perspectives, and navigate social dynamics. The role of these skills is crucial in society for being recognized as a good citizen. When these skills are lacking, it can lead to failures in interviews, conflicts

within the family, negligence at work, and a decrease in self-confidence.

These skills can be enhanced through ancient scriptures, historical stories, moral tales, songs, and inspiring biographies. Any relation or bond remains good and stable if or when only interpersonal skills are developed.

Why do we need Interpersonal skills?

Improved Communication:

Students with developed interpersonal skills tend to **communicate more effectively**. They become better at expressing their thoughts and ideas clearly, actively listening to others, and understanding different perspectives. They may engage in more meaningful conversations and ask thoughtful questions.



Increased Empathy:

Interpersonal skills help students **develop empathy, the ability to understand and share the feelings of others**. They become more sensitive to the needs and emotions of their peers, teachers, and community members. This empathy can lead to kinder and more compassionate behaviour, as students consider the impact of their actions on others.

Enhanced Collaboration:

Students with strong interpersonal skills are more likely to collaborate effectively with their peers. **They can work well in teams, contribute their unique strengths, and respect the ideas and contributions of others**. They may actively seek out diverse perspectives and encourage collaboration and cooperation among their peers. Make them recognize, Honour them and implement social responsibility.

Effective Conflict Resolution:

Interpersonal skills equip students with the tools to navigate conflicts and disagreements constructively. They develop the ability to remain calm, actively listen, and **find mutually beneficial solutions**. Students may engage in open dialogue, compromise, and seek win-win outcomes, rather than resorting to aggressive or unproductive behaviours.

Increased Leadership Abilities:

Interpersonal skills are often associated with effective leadership. Students who develop these skills may display leadership qualities such as **confidence, communication skills, and the ability to inspire and motivate others**. They may take on leadership roles in group projects, extracurricular activities, or student organizations.

Improved Self-Confidence:

As students develop their interpersonal skills, they often experience increased self-confidence. They **become more comfortable interacting with others, expressing their opinions, and asserting themselves in a respectful manner**. This boost in self-confidence can positively impact their overall well-being and willingness to participate in various activities.

Enhanced Social Adaptability:

Interpersonal skills help students adapt to different social situations. They become **more flexible in their interactions, able to adjust their communication style**, and understand cultural changes. This adaptability enables students to navigate diverse social environments and build connections with people from different backgrounds.

Respectful and Inclusive Behaviour:

Interpersonal skills promote respect and inclusivity. **Students with developed skills are more likely to treat others with respect, regardless of their differences**. They value diversity and foster an inclusive environment where everyone feels welcome and valued. Follow a lifestyle that is rich in prosperity and happiness.

Strategies to develop Interpersonal skills:

Children should develop meaningful communication skills by engaging with their **Parents and elders**, fostering a positive and meaningful conversation. Positive thinking should be nurtured in children by instilling

positive thoughts in their minds at home. When **engaged in conversations with Parents**, it is important to **listen attentively and respectfully**, being physically present and mentally focused. Make the students to **Respect Parents**.

✿ **Parents are the only individuals in this world who genuinely wish for their children's well-being.**

Whether they convey it subtly or openly, their blessings are always infused with love. Even while they strive for their own pursuits, they still want us to be in a better position than them. They prioritize nourishing their children's needs over theirs. Regardless of how far they have to travel, they come by walk and use that money for their children's well-being.



✿ **We have to show our gratitude by being humble, good at behaviour and studies**

✿ Today, this program exists before you is solely due to the strong determination of a father that is Dr.Samuel Reddy Edagaru.

➤ There must be rapport between the **Teachers and students**. Students have to respect teachers. **Teachers are the second parents**. They show un conditional love for their students.They play a prominent role in influencing and inspiring students. **It brings joy to your parents and siblings when you achieve success, and have good handwriting and when you receive praise. However, there is a unique individual, your teacher, despite not having a biological connection or blood relationwho constantly thinks about you and wishes for your happiness in every single moment.**They desire to see you in high position and strive to bring happiness into your lives through their thoughts.



Ex: Stories related to Teacher-student relationship

- Teachers should communicate with other teachers and colleagues in a respectful and supportive manner, fostering a strong teacher-student relationship.
- Students should cultivate a refined way of communicating **with their classmates and peers**, promoting a cultured lifestyle through the use of appropriate and meaningful words, contributing to the

creation of a joyful world. Young adults should avoid engaging in unnecessary arguments and should focus on using their time wisely. They should **use the power of beautiful words** to achieve success in life.

✿ **We don't have the option to select Parents and Siblings.**

However, we do have the ability to choose our friends, and it is essential for us to be highly conscious about friendships. In today's age, the value placed on real-life friendships has been diminished and where platforms like Facebook and Instagram hold significant importance. We can observe so many cyber crimes

and cheaters around us. It is important for us to always act wisely and make smart choices and make genuine and meaningful connections.

- ❖ **Follow the SMART technique**
- ❖ **S- Don't Share Personal information**
- ❖ **M-Don't Meet (Online friends, Unknown persons who are not known to our family)**
- ❖ **A- Accepting E-mails can be dangerous**
- ❖ **T- Tell anything to Adults and take the help**
- ❖ Srikrishna and Kuchela story & Dhuryodhana and Karna story
- “Cultivate a focus on solutions rather than being attracted to the weaknesses of peers.” Engage in productive conversations with others.”

➤ Effective interpersonal skills are crucial for establishing and maintaining relationships and for achieving harmony in society. In conversations with others, it is important to **maintain natural bonds and protect relationships.**

- **How many of you know all your relatives?**
- **How many of you go to all functions with your parents?**

➤ **How many of you wish the guests or relatives when they visit our houses?**

❖ **Relatives are also as important as our friends. They also help us in most disastrous times and the best times. Because of so many reasons like Dress sense, boredom, Status etc; we are skipping to attend the functions. Try to attend and interact with relatives in all functions. Greet the elders. Everyone is important in our life. This life is Gift of god. Maintain the relations.**

➤ Effective communication should lead to fruitful conversations with others. Good words from righteous people inspire individuals to lead successful lives, associating with righteous people. Ex: Effective communication of **Swami Vivekananda (My dear Brothers and Sisters...)**



➤ Children should listen to stories of victories. They should strive to build strong relationships that promote harmony and Contributing to the development of society and community. They should listen to the stories of Shravana Kumar, Dhruva, Markandeya, Prahlada, and other devotees.

➤ Should cultivate devotion and reverence towards the country and the divine. They should foster peace and harmony. Ex: About Freedom fighters and Soldiers...

- Mythological stories, biblical stories, moral stories, children's songs create an environment that respects ideas and contributes to the construction of a joyful society.
- Make People behave with responsibility by explaining some illustrations Ex: **Respect** the steward/ Supplier/ at Hotel, Auto driver and every Individual in the society. **Apprx.72 members are keeping efforts for our one meal.**
- To **improve Interpersonal skills** we have to follow some key components

Key components of Interpersonal skills :

- **Verbal skills**
- **Nonverbal skills**

Verbal and non-verbal communication are two forms of communication skills. Verbal communication involves actively listening, asking questions, expressing opinions clearly, and exhibiting leadership qualities.

- Non-verbal communication includes body language, eye contact, facial expressions, and more.

Verbal skills or Speaking skills:

Verbal skills refer to language and its proficiency. It also includes voice power and intonation in speech. Language proficiency is all about how best one uses words, phrases and idioms. A rhetoric speech is always impressive and draws listeners' attention. Budding students of Higher class need to be exposed to speeches or discourses as practice sessions to avoid banality and develop good oratory skills. School assistants of secondary schools need to pay more attention to improve the eloquence in the speaking skills of students. The sole objective of verbal or speaking skills in interpersonal relations is to see a pleasant, informative, valuable and friendly conversation that leaves a Legacy or lasting positive impression of speakers in listeners' minds.

The art of listening and asking Since communication is a two way process of listening and speaking, listening actually takes a vital role in communication skills regarding the content of the talk or intensity of the content in the talk. According to researchers more than 70% of importance should be given to listening in order to improve certain ways in speaking by understanding the words spoken, analysing them, interpreting the real meaning and so acting accordingly comes from the quality of being a good listener.

The art of asking :

One who is involved in listening need to ask questions in order to encourage the one who is speaking. Many people shy away putting their queries forward. A seeker learns faster than a silent or taciturn student. Nothing in the world would have advanced without asking or seeking to know first. It is also one of the best ways of learning curiously with lots of enthusiasm. Raising doubts asking them questioning for logic is perfect way of learning.

Non-verbal skills:

Nonverbal Communication has vital role in forming Impressions both on the speaker as well as on his speech. Nonverbal skills can improve a person's ability to relate, engage and establish meaningful interactions in everyday life. It is the transfer of information through the use of body language, eye contact, facial expressions

posture, gestures and many more. For instance, a smile conveys friendliness, acceptance, openness and a heartfelt welcome. Every movement of nonverbal communication carries the information one has in the brain either hidden or expressed.

Face:

The human face is extremely expressive, able to convey countless emotions without saying a word. As the face is the index of mind, occupies the first priority in communication. A smile in the face is always attractive and pleasant and mostly it's done during introductions and conclusions where as a focused face is attentive and concentrated. Carrying long faces and wincing of muscles are inadvisable. Eye to eye contact is a better way of communicating openly with each other. Sometimes a continuous eye contact if it may look like staring needs to be avoided. Eye movements or expressions bring out all the stuff from the brain.

Body language:

A tongue lies but body can never lie. Body movements are a natural instincts inherited from the genetic code of human race. Here gestures and postures diaphanously express the information that is in one's mind. Every movement of body, or the way the body is, is the way the mind or state of mind is. Hence right postures and gestures can create right Impressions in communication as according to, Psycho Neuro Immunology (PNI) science says, ' the way the mind is, is the way the body is and vice versa' .

Dressing :

Dress sense is most important factor in any meeting or gathering. It determines one's care, concern and respect given to one's own self. Students need to be induced with an idea that the dress well pressed and well washed is a symbol of neatness, cleanliness and sacredness.

Grooming :

Grooming is a process of cleaning, tidying and beautifying oneself. A well groomed person is liked and loved by everyone. Taking care of nails, patches on the skin, tidy hair, good smelling are all a part of grooming. Though grooming is taken in physical sense it is also applicable to language, manners and decency.

Conclusion:

Interpersonal skills contribute to positive behavioural changes in students, empowering them to communicate effectively, collaborate, resolve conflicts, and engage in respectful and inclusive interactions and gain job opportunities. Developing interpersonal skills among individuals leads to successful and fulfilling lives, fostering a respectful and cultured lifestyle at the academic environment, as well as the work environment,. It enhances personality development, promotes an ideal lifestyle, strengthens relationships, and fosters affection and close bonds. It also facilitates the exchange of thoughts and contributes to a happier and more fulfilling life. These skills not only benefit students in their academic pursuits but also in their personal relationships and future professional endeavors. These skills are essential for becoming a good person and gaining a good reputation in society.

Trainers package on the session –Interpersonal skills

Objectives of the session:

- ✿ To create awareness among the resource persons about different types of Interpersonal skills
- ✿ To create awareness among the resource persons on presenting the session – Interpersonal skills during SEED programme.
- ✿ To support the resource persons on helping students develop and use Interpersonal skills that will help them become successful humanbeings.
- ✿ To support the resource persons on enabling Students, learn various key components of Interpersonal skills that will be helpful to them throughout their years.
- ✿ To support the resource persons on enabling Students, know, what Interpersonal skills are; the various types of Interpersonal skills, Key components; why it is necessary to develop Interpersonal skills in learners.

Method of operation:

- ✿ Group – discussion, Interactive session, Lecturer method

Material required:

- ✿ Charts, sketch pens, stories
- ✿ Work sheets
- ✿ Hand outs

Presentation:

- ✿ The presenter presents presentation on the following content.
- ✿ Objectives of the session
- ✿ Meaning of Interpersonal skills
- ✿ introduction
- ✿ Importance of Interpersonal skills
- ✿ Strategies to develop Interpersonal skills
- ✿ The presenter checks the understanding of the participants through some interactive questions and asks the participants to share their experiences and allows them 10 min to reflect their opinion in oral.
- ✿ Make the members in group and provide the charts with the headings of family, Job interview, friends,colleagues, neighbours and ask one person acts as representative for that group and ask them to write which interpersonal skills they need for their group. Representative can elicits the responses.
- ✿ The presenter elicits responses from few participants through open forum.
- ✿ The presenter continues his presentation through interactive mode on the following content.
- ✿ Strategies to develop Interpersonal skills
- ✿ Importance of Parent-child, Teacher-child and Child-child Conversation.
- ✿ Key components of Interpersonal skills
- ✿ The presenter distributes a working sheet containing certain question to check the understanding of the participants and allows them to 10 min to reflect their opinion in writing.
- ✿ The presenter concludes the session by summing up all important points of his presentation.
- ✿ The presenter distributes handouts related to his session to the participants.

Working sheet –Interpersonal skills

Please share your opinion on the following questions

1. **What do you know about Interpersonal skills?**

2. **Have you visited functions with your Parents? Do you know all your relatives?**

3. **Have you wished the elders or relatives when they entered your home?**

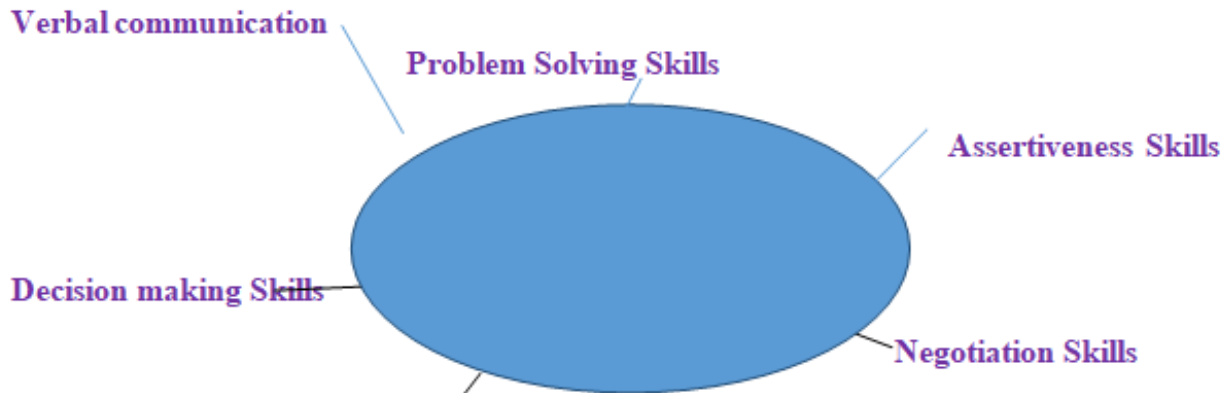
4. **Could you share the points you liked in this session?**

5. **Express your opinion on this session using a 5-point rating scale.**

5. Very Useful 4. Useful 3. Average 2. Not much useful 1. Not useful

HAND OUT FOR STUDENTS

Importance of Interpersonal skills



Non Verbal Communication

Harmonious Environment at workplace

Self Confidence

Achieving Success in Interviews

Maintaining Good relationships



Having Inter Personal Skills

Lack of Self Confidence A Pathy in job Unable to face the Interviews



Not Having Interpersonal Skills

Self-Assessment for the participants:

Thumb up



If it is Yes



If it is No



Thumb down



- ❖ I always enjoy meeting new people.
- ❖ I have a strong ability to recognize and interpret body language and facial expressions.
- ❖ I make sure to let people finish speaking before I offer my comments or input.
- ❖ I feel confident in making new friends.
- ❖ Being in a crowd does not affect my ability to feel friendly.

FINANCIAL SKILLS

The meaning of Financial skills

✦ What are Financial skills?

A financial skill is a technique that enables a person to manage money wisely. Financial skill is an important part of overall well-beingness which directly affects physical, mental, and social wellness.

‘Or’

‘Financial skills’ may be defined as abilities that enable individuals to effectively save money, distinguish between desires and necessities and managing a limited budget.

Objectives:

- ✦ To help students to understand key concepts such as budgeting, saving, investing etc;
- ✦ To help students differentiate between wants and needs. They should learn to prioritize essential expenses and make conscious decisions.
- ✦ Encourage students to develop a savings habit and aware of reciprocity in nature.

Introduction:

In India, 74% of the population is literate, but when it comes to financial literacy, it is significantly lower. According to a survey conducted by the National Center for Financial Education (NCFE) in 2019, only 24% of Indians possess financial literacy. This means that a large portion of the Indian population needs to acquire financial skills. To address this, we need to make concerted efforts to promote financial literacy throughout the country. It is crucial to reach even the remote areas and empower individuals, including teenagers. If we can transform them into financially literate individuals, it is possible to bring about economic empowerment in India.

SEED (Spandana Education and Encouragement Deed) has taken initiative to provide students and youth with essential financial literacy skills, recognizing the multitude of challenges they face in our ever-evolving world. As the intensity of financial illiteracy continues to grow, there is an increasing need to address this issue. It is crucial to instill personal financial practices and vital money management skills in individuals from a young age, enabling them to apply these skills effectively in their real lives. SEED program offers students the opportunity to acquire these invaluable financial skills.

The barter system:

Before the introduction of currency, the barter system was the prevailing method of exchange, involving the direct swapping of goods and services with intrinsic value. In this system, individuals traded their commodities for other items they needed. For instance, a farmer might exchange livestock for a piece of land. However, the barter system faced challenges due to the absence of a standardized medium of exchange, the time-consuming nature of transactions, and limitations in conducting extensive trade. As a result, the development of currency gradually replaced the barter system, making trade more efficient and enabling the growth of complex economies.



Over time, the complexity and inconvenience associated with barter led to the development of monetary systems. As we can see today, the use of cash and various forms of currency gradually replaced the barter system as a more efficient means of conducting transactions. In the process, Man created money, and feels that everything can be bought for money.

Wealth creation solely does not depend on completely getting involved in the making process. **Certain things very valuable cannot be bought with any amount of money. The noble acts of any person, the blessings of the Elders and well-wishers, the nurturing of meaningful connections with cherished companions, the cultivation of resilience in challenging moments, the transformation of those who inspire us into catalysts for personal growth, the promotion of sound physical well-being, the construction of a favorable reputation, the accumulation of blessings, the acquisition of valuable skills, the honing of linguistic aptitude, the attainment of esteemed status and honor within our social sphere, and the Reciprocity nature of a person all contribute to financial well-being. The thing which most of the individuals unaware or unknown is Reciprocity process of give and take policy. "We get what we Give". This in turn makes anyone rich financially.**

Financial literacy is a **soft skill** that enables a person to manage money wisely. It can help lower our stress levels. Financial discipline leads to increased wealth, higher living standards and surely contributes to excellence in life. It also makes us to remain aware of what is real finance.

When we give, we can receive. If we give willingly, we are rewarded with what we receive. Those members who have the mindset to give, it's about the joy we bring to others and ourselves. We can understand the significance of happiness we bring to others and to ours. Top of Form

Example: As we step outside for our daily endeavors, Imagine we are standing on the road and found that family is moving on the motorbike **without taking side stand**. If we were to inform them about that, at that moment, how much gratitude and joy do we get from them. Let's imagine the gratitude that arises from them. Everything when we give, it increases. When **we generously share knowledge, it expands and flourishes**. Similarly, when we wholeheartedly **give love, it multiplies and strengthens**. However, the question arises, what about money?? Many people may not know that, Just like knowledge and love, the impact of **money extends beyond its mere material value**. It has the potential to create financial stability, support worthy causes, and empower those in need. So, we should start giving.

Ex: A farmer possessed thirty bags of seeds, setting one bag aside while distributing the remaining bags to others. During the cultivation period, he sowed the seeds in his field. As they matured and blossomed, he once again became the rightful possessor of a plentiful supply of bags filled with seeds.

Ex: When we (Students) start share our food with friends in the meals break, we receive much more than what we give in return during another time. Many of you also engage in this act of kindness. When you engage in such acts, not only we experience satisfaction, but you also gain immense strength and vitality. To aware of some more financial things I would like to ask you some questions.

Activity : The resource person asks the students

Dear students, Please keep your pen and paper ready. I will probe a question to you

Are you ready.... If you get Rs 1,00,000/- what will you do

Given 1 minute time

What will you do with this Rs 1,00,000/-

Students can explore different answers.



When it comes to spending a certain amount of money, various options have arise, such as buying books, a phone, or a laptop. Some of the great personalities quoted that

- ❖ **If you find one crore rupees, what would you do?" someone asked Mahatma Gandhi. He replied, "I would use it to build a library."**
- ❖ **"Charlie Chaplin would buy books for the first 100 dollars when he earned from acting in a movie".**

❖ However, before deciding how to spend the money, it is crucial to understand the significance of finance and develop financial skills. Recognizing the value of every penny and utilizing it wisely is essential.

❖ It's important to remember that **every blessing from our elders is considered income**, as we discussed previously. By acknowledging this, we can appreciate the value of the resources we have and make thoughtful decisions about how to use them.

Developing financial skills allows us to make informed choices and maximize the benefits of our expenditures. **By understanding concepts like budgeting, saving, and investing**, we can effectively manage our finances. This knowledge empowers us to make wise financial decisions and ensures that we utilize our resources in the most efficient way possible.

Therefore, **before embarking on any spending, it is vital to be mindful of the importance of finance and financial skills**. By doing so, we can cultivate a responsible and prudent approach to managing our money, making the most of each penny we have.

Importance of Financial skills:

Helps to Set a realistic goal and earn a sustainable income.

- ❖ Getting control over our day-to-day and month-to-month expenses.
- ❖ Creating and maintaining effective money management strategies.
- ❖ Setting up a savings account for financial emergencies.
- ❖ Contributing financially for the poor and needy.
- ❖ Getting the blessings of Elders and well-wishers by doing good things.
- ❖ Leads to controlling the lavish pleasures and desires.
- ❖ Making decisions regarding money
- ❖ Helps them prefer simple living and High thinking
- ❖ Calculates their expenses
- ❖ Estimates the alternative choices
- ❖ Gathers information and brainstorming potential courses of action
- ❖ Decides the best course of action



Key components & Strategies to develop Financial skills:

✦ In the journey of life, it is a fundamental aspect of **human nature to possess a range of needs, desires, and at times, an inclination towards greed.** These factors contribute to our growth, ambitions, and aspirations, shaping our experiences and influencing the paths we choose to follow. It is important for us to understand what we have within ourselves and which is valuable to us.

Ex: For example, if someone wants to watch a movie, it may be a desire for some individuals, and there is nothing wrong with that. However, if the parents' income is low, let's say 700 rupees per day, and the person wants to spend 500 rupees for movie for first day first with their friends and for hero worship, it becomes a luxury and burden to the parents. If we think and wait for some more days we will get the movie ticket for **general price**. So, we have to aware what is **valuable and which is valuable** and about Needs, Wants and Greeds.

Needs: When someone feels thirsty, it is necessary for them to drink water. Every Human being tries to fulfil his/her needs.

Wants : At that moment, when someone feels thirsty, they want to buy a cold drink using their own money.

Greed : Wanting to drink a cold drink with someone else's money is greed. Greed leads to sorrow.

Valuable: "Valuable" refers to something that possesses **worth, importance, or significance.** It describes an item, resource, or quality that is highly esteemed, useful, or highly regarded by individuals or society. The value inherent in nature is immeasurable and subjective, varying from individual to individual. To illustrate this point, consider a pair of spectacles.

Ex: For someone who requires corrective eyewear, the value of that pair of spectacles is incredibly high, as it enhances their vision and improves their quality of life. However, to an individual with excellent eyesight, the same pair of spectacles holds no value since they do not require it. This example demonstrates how the value of an object is dependent on the specific needs and circumstances of each person. Schools often organize educational field trips that involve transportation and entrance fees. Although there may be a cost associated with these trips, the value lies in the hands-on learning experiences, exposure to new environments, and the opportunity to deepen understanding of certain subjects.

✦ Indeed, **the value of something can change over time,** and it can be influenced by various factors. The example you provided of a **book's value** changing before and after an exam is a relevant illustration.

Ex: Prior to the exam, when the book holds crucial information needed for studying and preparation, its value is perceived as high. However, once the exam has concluded, the book's value diminishes significantly because its immediate relevance and utility have diminished. This example highlights how the context and circumstances surrounding an object or resource can directly impact its perceived value. Sometimes, we may not buy something even if it is available at a lower price.

✦ Like that **Scarcity lends Value. Scarcity can indeed contribute to an item's perceived value.** The principle that "scarcity lends value" suggests that when something is rare or difficult to obtain, it tends to be considered more valuable. In the case of your example,

Example: 1 kg Gold and 1 kg Iron

If we compare 1 kg of gold and 1 kg of iron, the scarcity of gold plays a significant role in determining its higher value. Gold is relatively scarce compared to iron, which is more abundant and widely available. This scarcity factor contributes to the perception of gold being more valuable in terms of market price, desirability, and perceived worth. However, it's important to note that value is subjective and can also be influenced by other factors such as cultural significance, demand, and utility in specific contexts. Like that which has the longevity has more value.

Ex: Explain any one story related to Valuable

- ✦ It is crucial for us to be **aware of the importance of prioritizing our needs and spending our resources wisely**. Rather than impulsively purchasing unnecessary items, we should make thoughtful decisions based on what is truly important and beneficial to us at the present moment. By avoiding frivolous expenses, we can ensure that our resources are utilized in a way that aligns with our goals and brings us long-term value and helps to save money. So, we have to aware of savings first.
- ✦ **When we subtract our expenses from our income, whatever is left is called savings**. If our income is high and our expenses are low, we are able to save money. However, if our income is low and our expenses are high, we end up in debt. So, it's important to spend within our means and aim to save when we can, as it helps us build a secure financial future.

As a student How can we get and save money?

- ✦ As students, there are various ways we can save money.
- ✦ One common source of income for students is through **pocket money provided** by parents. Additionally, some students receive financial support in the form of grants from relatives or **scholarships**. Moreover, students have the opportunity to convert their available funds into income by taking up **part-time work**. It is important to note that engaging in part-time work during the student stage is not only acceptable but can also be seen as a practical response to meet necessary expenses.
- ✦ As an inspiring example, Dr. APJ Abdul Kalam himself earned pocket money during his youth by delivering newspapers and distributing milk packets.
- ✦ Our Prime Minister NarendraModi worked in tea stall in childhood.

Key Principles about Financial Management:

Budgeting : Start by reducing unnecessary expenses, such as parties with friends or excessive spending on entertainment like movies. By budgeting wisely, we can increase our savings and overall income.

The Six Jar Formula is an effective method that can be followed for managing finances. This approach divides our income into six different categories, each serving a specific purpose. By utilizing this formula, we can optimize our financial management. From our earnings

- ✦ **55%** income we can cover essential expenses(daily needs) such as utilities, transportation, and other necessities required for our day-to-day lives.



- ✦ **10%** of our income setting aside for long term needs allows us to plan for future goals ex: Inter fee or some other expenses
- ✦ **10%** to charitable causes allows us to give back to society and make a positive impact on the lives of others. This can involve donating clothes or books that are no longer needed or to old age homes, Foundations etc;
- ✦ **5%** education account emphasizes the importance of investing in our personal growth and development. Ex: Buying competitive exam material, important books.
- ✦ **10%** fun activities ensures that we have the opportunity to enjoy leisurely entertainment, and experiences that bring joy and relaxation.
- ✦ **10%** Emergency savings serves as a financial safety net, providing a cushion for unexpected expenses Ex: repair cycle,
- ✦ **Prefer simple living and high thinking.** We should strive to maintain a mindset of greatness, even in our day-to-day routines and activities.



Ex: Mahatma Gandhi, Swami Vivekananda, Ramakrishna Paramahansa, Gautama Buddha
Dr. APJ Abdul Kalam, Mark Zuckerberg etc;

By following these guidelines, students can develop strong financial skills and establish a solid foundation for managing their finances effectively throughout their lives.

Conclusion:

Practicing financial discipline and reciprocity paves the way for improved wealth, enhanced living standards, and ultimately contributes to a better overall quality of life. It is essential for everyone to embrace financial discipline, as without it, our lives can resemble a broken kite, aimlessly drifting without direction or stability. By adopting responsible financial habits, we can chart a course towards a secure and prosperous future, allowing us to fulfill our aspirations and enjoy a more fulfilling standard of living.

“A disciplined person achieves success even in pitch darkness” - Dr. Samuel Reddy Eda

Activities on Financial Management:

- ✦ Make them aware of Money savings in kiddy banks.
- ✦ Make them aware of savings in post offices and banks.
- ✦ Make them aware of the savings multiplying in the banks and post offices through various schemes.
- ✦ Bring awareness among lower- and higher-class students regarding the different schemes of savings in banks and post offices

Motivate the children to directly deposit on their own in bank and post offices.

- ✦ Make the children cultivate the habit of spending from their pocket money only.
- ✦ Bring awareness about the digital payment system.
- ✦ Let the children know the complete information about ATM transactions.
- ✦ Teach the children the do's and don'ts like filling the forms in banks for withdrawals or deposits or for any other issues.
- ✦ Let the children completely aware of earning and expenses at home and make them purchase the groceries from shops and markets.

Trainers package on the session – Financial skills

Objectives of the session:

- ✦ To create awareness among the resource persons about Financial skills.
- ✦ To create awareness among the resource persons on presenting the session – Financial skills during SEED programme.
- ✦ To support the resource persons on helping students to aware of Importance of Financial skills, About Real Income and strategies to develop Financial skills.
- ✦ To support the resource persons on helping students develop Key components of Financial management that will help them become successful human beings.
- ✦ To support the resource persons on enabling Students, know, what Financial skills are; the various types of Financial management; why it is necessary to develop Financial skills in learners.

Method of operation:

- ✦ Interaction with participants through power point presentation/ Discussions

Material required:

- ✦ Power point presentation.
- ✦ Work sheets
- ✦ Hand outs

Presentation:

- ✦ The presenter motivates the participants by narrating a story on the importance of having Financial skills / his own experience / experience with his children / students etc.
- ✦ The presenter presents a power point presentation/Discussion on the following content.
 - o Objectives of the session
 - o Meaning of Financial skills
 - o Introduction
- ✦ The presenter checks the understanding of the participants through some interactive questions and asks the participants to share their experiences and allows them 10 min to reflect their opinion in oral.
- ✦ The presenter elicits responses from few participants through open forum.
- ✦ The presenter continues his presentation through power point presentation/Lecture/

Interactive mode on the following content.

- o Importance of Financial skills& What is real finance
- o Strategies to develop Financial skills & Key components
- o Activities on Financial management
- ✦ The presenter distributes a working sheet containing certain question to check the understanding of the participants and allows them to 10 min to reflect their opinion in writing.
- ✦ The presenter concludes the session by summing up all important points of his presentation.
- ✦ The presenter distributes hand-outs related to his session to the participants.

Working sheet – Financial skills

Please share your opinion on the following questions

1. What do you know about Income?

2. What is the importance of Reciprocity?

3. Do you know about Financial management? Have you ever follow it?

4. Do we need Financial skills?

5. Express your opinion on this session using a 5-point rating scale.

5. Very Useful 4. Useful 3. Average 2. Not much useful 1. Not useful

HAND OUT FOR STUDENTS

Self-Assessment for the participants:

Thumb up

If it is Yes

If it is No

Thumb down



- ✦ I always enjoy Give & Take policy. I always enjoy Sharing
- ✦ I am very much interested to take blessings from elders.
- ✦ I am good at saving the amount in kiddy banks
- ✦ I know the difference between needs, wants and greed.
- ✦ I have an idea about my family's budget.
- ✦ I am aware of which is valuable

Importance of Financial skills:

Helps to Set a realistic goal and earn a sustainable income.

- ✦ Getting control over our day-to-day and month-to-month expenses.
- ✦ Creating and maintaining effective money management strategies.
- ✦ **Follow Six jar formula**
- ✦ Setting up a savings account for financial emergencies.
- ✦ Contributing financially for the poor and needy.
- ✦ Getting the **blessings of Elders and well-wishers by doing good things.**
- ✦ Leads to controlling the lavish pleasures and desires.
- ✦ Making decisions regarding money
 - ✦ Helps them prefer simple living and High thinking
 - ✦ Calculates their expenses
- ✦ Estimates the alternative choices



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seeo
Spandana education and encouragement devot
ఉన్నతపాఠశాల విద్యార్థులకు

To enhance skill in High School Students

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అంతర్జాతీయ వాలంటీర్స్ డే

Laudable acts being Recognised

SPEAK
SUICIDE PREVENTION EDUCATION CONFERENCE & KNOWLEDGE
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An Intellectual Summit

World suicide prevention DAY
Hassine action in AP and Telangana

ప్రపంచ ఆత్మహత్యల నివారణ దినం

Hope to the despair and to the parched souls

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Teacher's relationship in education for nation development
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Self - Defence
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Parent responsibility in delivering excellence

అత్యుత్తమ శిక్షణను అందించడమంటే తల్లిదండ్రుల పాత్ర

For the art of Parenting

Women's wing
మహిళల అభ్యున్నతికి

Overcoming all kinds of barriers as a Woman

Our aim Suicide Free India

*We Know Heaven must be Beautiful right now....
Because it has you in it*

- Dr. Eda Samuel Reddy

WE MISS YOU



Eda Spandana

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