

GUIDANCE FOR COMPETITIVE EXAMINATIONS AND CAREER COUNSELLING REPORT 2022-23

ACTIVITY 1:

Date: 13th October 2022

On October 13, 2022, Tezpur College organized a **career counselling session** for students of **Travel and Tourism Management (TTM) and Geography**, focusing on **“Employability skills, career planning, career options, and higher studies options after graduation”**. The session aimed to equip students with **industry insights, skill development strategies, and academic pathways** to enhance their professional prospects. Experts from academia and industry provided guidance on **job opportunities in tourism, environmental management, urban planning, and GIS technologies**, highlighting the growing demand for specialized skills in these fields. Discussions covered **resume building, interview techniques, and professional networking**, ensuring students are well-prepared for the competitive job market. Additionally, the session explored **higher education options**, including **postgraduate programs, certifications, and research opportunities**, enabling students to make informed decisions about their future. The interactive format encouraged students to seek personalized advice, aligning their aspirations with emerging career trends. This initiative reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to navigate their career paths with confidence. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs.



ACTIVITY 2:

Date: 20th October, 2022

On October 20, Tezpur College conducted a **career counselling session** for students of **Political Science and Philosophy**, focusing on **soft skills and career options** after graduation. The session provided insights into **higher studies**, including **Master of Social Work (MSW), Journalism, Law, and competitive exams** for government and administrative roles. Experts emphasized the importance of **critical thinking, communication, and leadership skills**, which are essential for success in these fields.

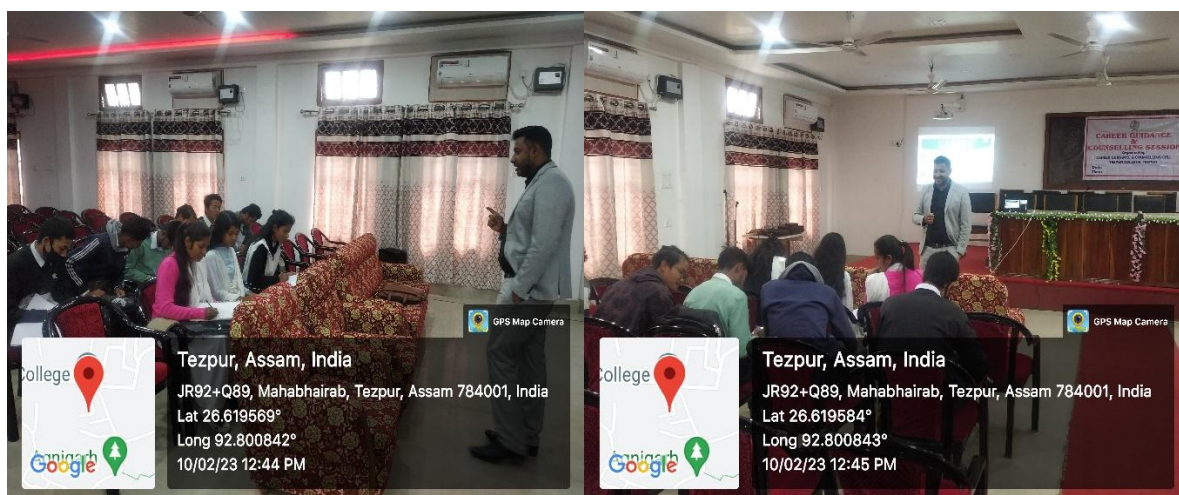
Students explored pathways in **legal studies, media professions, social work, and civil services**, gaining clarity on **eligibility criteria, entrance exams, and career prospects**. The discussion also covered **resume building, interview techniques, and professional networking**, ensuring students are well-prepared for the evolving job market. Interactive sessions allowed students to seek personalized guidance, aligning their aspirations with emerging industry trends. The event reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to make informed career choices. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs, equipping students with the necessary skills to excel in their chosen fields.



ACTIVITY 3:

Date: 10th February, 2023

On February 10, Tezpur College organized a **career counselling session** for students of **Hindi, Bodo, and Nepali**, focusing on **teaching as a career and other literature-related professions**, such as **translation**. The session provided insights into **academic pathways, skill development, and employment opportunities** in language and literature. Experts highlighted the **importance of linguistic proficiency, cultural understanding, and communication skills**, which are essential for careers in **education, publishing, and translation services**. Students explored opportunities in **school and college teaching, content writing, literary research, and professional translation**, gaining clarity on **certifications, entrance exams, and industry demands**. The discussion also covered **digital tools for language professionals**, emphasizing the growing role of **ICT in education and translation work**. Interactive sessions allowed students to seek personalized guidance, aligning their aspirations with emerging career trends. The event reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to make informed career choices. By integrating **participative management and structured governance**, the institution continues to enhance transparency and accessibility in career development programs, equipping students with the necessary skills to excel in their chosen fields.



ACTIVITY 4:

Date: 11th February, 2023

On February 11, Tezpur College conducted a **career counselling session on preparation for competitive examinations** conducted by **APSC, UPSC, and IBPS**, aimed at equipping students with effective strategies for success. The session provided insights into **exam patterns, syllabus coverage, and time management techniques**, ensuring students develop a structured approach to their preparation. Experts emphasized the importance of **critical thinking, analytical skills, and current affairs awareness**, which are crucial for excelling in these examinations. Students explored **subject-wise preparation methods, recommended study materials, and mock test strategies**, gaining clarity on how to optimize their study plans. The discussion also covered **interview techniques, personality development, and stress management**, helping students build confidence for the final selection stages. Interactive sessions allowed students to seek **personalized guidance**, aligning their aspirations with the demands of civil services and banking sectors. The event reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to make informed career choices. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs, equipping students with the necessary skills to excel in competitive examinations.



ACTIVITY 5:

DATE: 21ST MARCH, 2023

TOPIC: CAREER OPPORTUNITIES IN MANAGEMENT FOR B.COM AND BBA

On March 21, 2023, Tezpur College organized a **career counselling session** on **career opportunities in management** for students pursuing **B.Com and BBA**, aiming to provide insights into diverse professional pathways in business administration, finance, and entrepreneurship. Experts from academia and industry shared valuable perspectives on **corporate leadership, financial management, human resource development, and marketing strategies**, highlighting the evolving demands of the global business landscape. The session emphasized the importance of **strategic thinking, adaptability, and digital proficiency**, equipping students with essential skills for managerial roles. Discussions covered **higher education options**, including **MBA programs, professional certifications, and specialized courses in business analytics and international trade**, enabling students to make informed career decisions. Additionally, students explored emerging fields such as **digital marketing, fintech, and sustainable business practices**, aligning their aspirations with industry trends. Interactive sessions allowed students to seek **personalized guidance**, ensuring clarity in their career planning. This initiative reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to excel in management roles. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs, preparing students for dynamic leadership positions.



ACTIVITY 6:

DATE: 22ND MARCH, 2023

TOPIC: RESUME WRITING

On March 22, 2023, Tezpur College conducted a **career counselling session** on **resume writing**, aimed at equipping students with essential skills to craft professional and impactful resumes. The session provided insights into **structuring resumes effectively, highlighting key achievements, and tailoring content to specific job roles**. Experts emphasized the importance of **clarity, conciseness, and strategic keyword placement**, ensuring resumes stand out in competitive job markets. Students explored different resume formats, including **chronological, functional, and hybrid styles**, gaining clarity on which format best suits their career aspirations. The discussion also covered **common mistakes to**

avoid, ATS-friendly formatting, and the role of cover letters in job applications. Interactive exercises allowed students to refine their resumes, incorporating **industry-specific language and quantifiable accomplishments** to enhance their professional profiles. The event reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to navigate their career paths with confidence. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs, ensuring students are well-prepared for future employment opportunities.

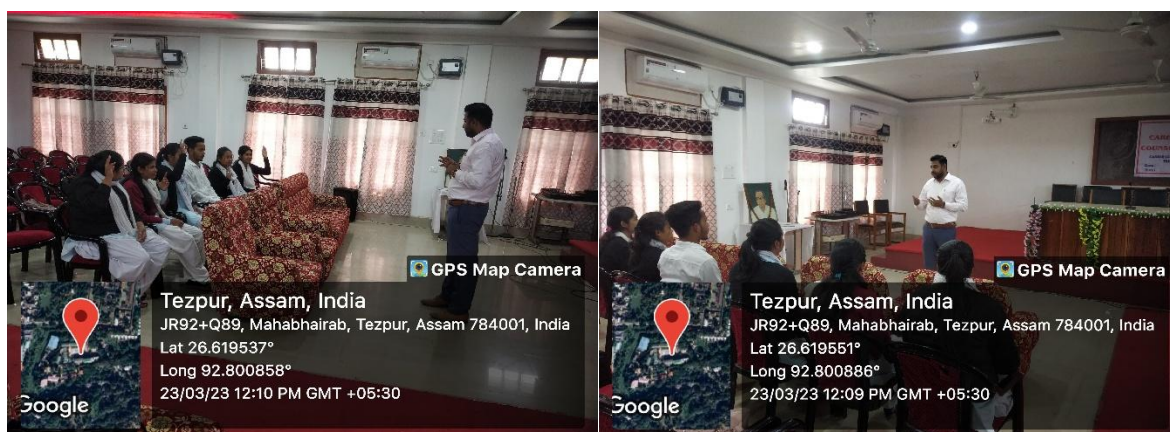


ACTIVITY 7:

DATE: 23RD MARCH, 2023

TOPIC: TEACHING AS A CAREER & PREPARATION FOR NET/SLET

On March 23, 2023, Tezpur College conducted a **career counselling session on teaching as a career and preparation for NET/SLET**, aimed at guiding students aspiring to enter the academic profession. The session provided insights into **eligibility criteria, syllabus coverage, and effective study strategies** for qualifying these competitive exams. Experts emphasized the importance of **research aptitude, subject mastery, and pedagogical skills**, which are essential for excelling in teaching roles at higher education institutions. Students explored **career prospects in academia, school education, and educational consultancy**, gaining clarity on **certifications, entrance exams, and institutional requirements**. The discussion also covered **time management techniques, recommended study materials, and mock test strategies**, ensuring students develop a structured approach to their preparation. Interactive sessions allowed students to seek **personalized guidance**, aligning their aspirations with the demands of the education sector. The event reinforced Tezpur College's commitment to **student-centric education**, fostering a **supportive and inclusive academic environment** that empowers graduates to make informed career choices. By integrating **ICT tools and participative management**, the institution continues to enhance transparency and accessibility in career development programs, equipping students with the necessary skills to excel in the teaching profession.



ACTIVITY 8:

DATE: 19TH APRIL, 2023

TOPIC: SOFT SKILLS AND HOW TO PREPARE FOR APSC

On April 19, 2023, Tezpur College organized a specialized session on soft skills and APSC preparation for Political Science students, aiming to enhance their professional competencies and readiness for public service examinations. The event emphasized the significance of communication, leadership, teamwork, problem-solving, and adaptability—skills essential for administrative efficiency and governance. Students gained insights into structured preparation methods, including syllabus analysis, recommended study materials, and effective time management techniques. Experts highlighted the role of analytical thinking and interpersonal skills in excelling during both written examinations and interviews. The discussion also covered practical strategies such as mock interviews, group discussions, and case study analysis to build confidence and articulation. Through interactive engagement, students received personalized guidance tailored to their aspirations. The session reaffirmed Tezpur College's commitment to holistic student development, fostering an environment that equips graduates with essential competencies for academic and professional success. By incorporating ICT tools and participative learning methods, the institution continues to promote accessibility and transparency in career-oriented initiatives, preparing students to navigate the challenges of competitive examinations and future leadership roles in governance and administration.

