



ਆਈ. ਕੇ. ਗੁਜਰਾਲ ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ ਜਲੰਧਰ, ਕਪੂਰਥਲਾ  
I.K. GUJRAL PUNJAB TECHNICAL UNIVERSITY JALANDHAR, KAPURTHALA  
Centre of Training and Placement

Ref. No. IKGPTU/T&P/..123.....

Dated. Dec/16/2024

Dean Academics/HoDs (All Academic Departments)  
IKG PTU Main Campus, Kapurthala

**Sub: Registration for the online courses on "English and communication skills for the workplace" of developed by Microsoft/ British Council.**

Dear Sir/ Madam

Punjab Skill Development Mission (PSDM) has signed MOUs with esteemed organizations, including Microsoft Corporation India Pvt. Ltd., IBM and NASSCOM, to provide skill training courses under Corporate Social Responsibility (CSR) initiatives. These programs aim to equip students with industry-relevant skills, enhance their employability, and to provide exposure to cutting edge technologies and methodologies.

A course on "**English and communication skills for the workplace**" has been developed by the British Council as part of the English Skills for Youth project' a collaboration between British Council and Microsoft Initiatives India. Students of pre-final year, final year and those who have passed out are eligible to enroll for this course.

**The objectives of this course are:-**

- To help students to learn new words and phrases to prepare them for using English and communication skills more confidently at placement interviews and at the workplace.
- To provide students the platform and opportunity to improve their basic English communication skills for interviews and workplace communication through practicing these skills with their peers in a club setting.

**Interested students may register at the link mentioned below:-**

<https://docs.google.com/forms/d/1nSu2xDDwckSRMIbthXiwW9BEKxz5dZCL0FpGdPc0hAs/edit>

You are requested to kindly direct the Training & Placement Faculty Coordinator of your campus/ department to share the information with the concerned students. **Last date of online registration is 20-Dec-24 before 1700 hrs.**

With profound regards,

  
Er. Mohit Jain

Campus Coordinator (T&P)

CC:

- SVC: For kind information of the Hon'ble Vice Chancellor
- Registrar: For kind information
- Head (CT&P): For kind information
- Deputy Director (T&P): For kind information
- File

**"Propelling Punjab to a prosperous Knowledge Society"**

**I.K. Gujral Punjab Technical University**  
Jalandhar-Kapurthala Highway, Kapurthala -144 603. Phone : 01822-282580  
E-mail : placements@ptu.ac.in Website : www.ptu.ac.in