

For employability skills, the detailed time-table is given as below:

TTWREIS-TTWRDC-SYLLABUS FOR EMPLOYABILITY COACHING					
S.No	Topic	Area	Time	Subject	Book
1	Analogy	General Mental Ability	36 Hrs	Arithmetic	A Modern Approach to Verbal & Non- Verbal Reasoning by R S Agarwal
2	Classification				
3	Series Completion				
4	Coding - Decoding				
5	Blood Relations				
6	Number, Ranking & Time Sequence Test				
7	Arithmetic Reasoning				
8	Data Sufficiency				
9	Decision Making				
10	Assertion and Reason				
11	Verification of truth of the statement.				
12	Statement-Arguments	Logic Reasoning	36 Hrs	Arithmetic	A Modern Approach to Verbal & Non- Verbal Reasoning by R S Agarwal
13	Statement-Course of action				
14	statement - Conclusion				
15	Miscellaneous Logical Puzzles				
16	Series	Verbal Reasoning			
17	Analogy				
18	Classification				
19	Analytical Reasoning				
20	Cubes and Dice				

21	Dot situation				
22	Construction of Squares and Triangles				
23	Figure Formation & Analysis				
24	Follow the Elevate Pre-Intermediate book by Oxford word press. Complete the book by March 2020 end. Prepare lesson plans accordingly.		36 hrs	English	Elevate Pre-Intermediate book by Oxford word press
25	Personality Development	Soft skills	As per the requirement	Soft skills	Use General Books
26	Self-Confidence				
27	Effective Communication				
28	JAM				
29	Group Discussions				
30	Mock Interviews				