

YouthSpot's Training And Skill Development Program

Spoken English & Communication Skills:

- Self-introduction & daily conversation
- Vocabulary & sentence building
- Basic grammar for speaking
- Public speaking basics
- Interview preparation
- Confidence building
- Verbal & non-verbal communication

Personality Development, Soft Skills & Office Etiquette

- Positive mindset & self-awareness
- Body language
- Smart grooming & hygiene
- Time management & discipline
- Teamwork & leadership basics
- Professional email writing
- Phone call etiquette
- Face-to-face communication
- Communicating with seniors, colleagues & volunteers
- Professional WhatsApp & LinkedIn basics

Digital Literacy, AI Awareness & Cyber Safety

- Basic computer skills
- Google tools (Docs, Drive, Gmail)
- Online forms & government portals
- Basic Excel for budgeting
- Introduction to Artificial Intelligence (AI)
- Responsible use of ChatGPT / Gemini
- AI for resume & communication drafting
- Cyber security basics
- OTP & UPI fraud awareness
- Safe online transactions
- Social media privacy & scam awareness

Entrepreneurship Development Programme (EDP)

- Entrepreneurial mindset
- Identifying local & digital business opportunities
- Understanding customer needs
- Basic business planning
- Marketing & branding basics
- WhatsApp Business & digital promotion
- Introduction to gig economy & freelancing
- Basic cost, pricing & profit calculation
- Small business growth strategies

Financial Literacy & Financial Independence

- Income vs expenses
- Saving habits
- Emergency fund planning
- Digital banking awareness
- Understanding loans & credit
- Introduction to basic investment awareness
- Avoiding financial fraud & debt traps

Healthcare and First Aid Training:

- Introduction to Basic Healthcare
- Understanding Common Medical Conditions
- First Aid Essentials: Wounds and Injuries
- CPR and Cardiopulmonary Emergencies
- Dealing with Choking and Breathing Difficulties
- Managing Burns and Heat-Related Illnesses
- Handling Fractures and Sprains
- Basic Hygiene and Infection Control
- Creating a First Aid Kit
- Emergency Medical Services and Contact Information

Agricultural and Organic Farming Techniques:

- Introduction to Sustainable Agriculture
- Soil Health and Management
- Water Conservation in Agriculture
- Organic Farming Principles
- Crop Selection and Planning
- Pest and Disease Management without Chemicals
- Composting and Nutrient Management
- Rainwater Harvesting for Agriculture
- Post-Harvest Handling and Storage
- Market Linkages for Organic Produce

Women's Empowerment and Self-Help Groups:

- Understanding Gender Equality and Women's Rights
- Building Self-Confidence and Leadership Skills
- Financial Literacy and Savings
- Microfinance and Self-Help Groups
- Entrepreneurship Opportunities for Women
- Balancing Work and Family Life
- Health and Hygiene Awareness
- Legal Awareness and Support Systems
- Advocacy for Women's Empowerment
- Creating Supportive Networks

Environmental Conservation and Waste Management:

- Introduction to Environmental Conservation
- Waste Management and Classification
- Reduce, Reuse, Recycle Practices
- Composting and Vermicomposting
- Plastic Waste Reduction Strategies
- Water Conservation Techniques
- Energy Efficiency in Daily Life
- Biodiversity and Ecosystem Preservation
- Community Clean-Up and Beautification
- Promoting Sustainable Lifestyles