



SEMINAR REPORT

PLACEMENT READINESS AND INTERVIEW CONFIDENCE

Expert Session • Student Development • Placement Preparation

Speaker

Prof. (Dr.) Naresh Sharma

**Session
Focus**

Placement preparation, recruitment trends, resumes/CVs and Group Discussion

**Report
Prepared
For**

**Academic / Departmental
Documentation**

Department

Information Technology Department

01. Executive Overview

A seminar titled “Placement Readiness and Interview Confidence” was conducted by Prof. (Dr.) Naresh Sharma. The session focused on important aspects of placement preparation, recruitment trends, resumes and CVs, and group discussions. The seminar was organized into two major parts: the first addressed placement and recruitment, while the second concentrated on Group Discussion (GD).

The session emphasized that placement is not merely a qualification-based process. Recruiters evaluate choices among multiple candidates and increasingly consider both profile fitment and person fitment. Students were encouraged to understand the recruitment process, prepare authentic and focused resumes/CVs, and participate in Group Discussions with confidence, relevant knowledge and meaningful contributions.

02. Placement and Recruitment

The first part of the seminar examined placement from both recruiter and student perspectives and highlighted the changing nature of recruitment.

Meaning of Placement. According to the speaker, from a recruiter’s point of view, placement is a game of options and choices. Recruiters evaluate different candidates and select those who are most suitable for the requirements of the organization. From a student’s point of view, placement is necessary because it provides an opportunity to secure employment and begin a professional career.

Change in Recruitment Practices. The recruitment process has changed significantly over time. Earlier, recruiters mainly focused on profile fitment, selecting candidates based on qualifications, skills, education and experience in relation to the job profile. Nowadays, recruitment has gradually shifted towards person fitment, where organizations also consider personality, communication skills, attitude, behavior and the candidate’s overall approach.



Figure 1. Student participation during the expert session on placement readiness and interview confidence.

03. Resume and CV: Building the Candidate Profile

Importance of Placement. Placement provides students with an opportunity to enter the professional world, apply the knowledge and skills gained during education, and begin a career.

Meaning of Resume. The word “resume” originates from the French word *résumé*, meaning “summary” or “summarized account.” A resume provides a concise summary of a candidate’s education, skills, experience, achievements and other relevant qualifications.

A particularly important point shared by the speaker was that a resume can be considered a question bank. Every piece of information included in a resume can potentially become a question during an interview. Therefore, candidates should include only information that they can confidently explain or discuss.

Meaning of CV. CV stands for Curriculum Vitae, literally meaning “course of life.” A CV generally provides more detailed information about an individual’s academic and professional background, including education, achievements, research work, publications, experiences, skills and other relevant details.

Resume vs. CV — Key Distinction

Aspect	Resume	CV
Purpose	Concise presentation of relevant qualifications	Detailed academic and professional record
Content	Focused on relevant skills, experience and achievements	Broader account including academic/research details
Interview relevance	Each statement may become an interview question	Detailed information may also be explored during interview

Types of Resume. The speaker discussed two types: Simple Resume and ATS Resume. An ATS (Applicant Tracking System) resume is structured and formatted so that applicant-tracking software can effectively scan and identify relevant information and keywords.



Figure 2. Students attending the seminar and engaging with the placement-oriented session.

04. Group Discussion (GD)

The second part of the seminar focused on Group Discussion and the way candidates should approach GD activities during the recruitment process.

What is a Group Discussion? A Group Discussion is a task in which candidates discuss a topic given by the interviewer or recruitment panel. It is used to observe how candidates communicate, express their ideas, interact with others and contribute to a discussion.

Three Phases of Group Discussion

Phase	Primary Focus	Practical Guidance
Pre-Phase	Preparation and initial readiness	Build confidence to speak, strengthen communication skills, and develop sufficient knowledge/content related to the topic.
Mid-Phase	Participation and entry	Make multiple meaningful entries. Minimum: approximately 4 entries of around 15 seconds each; best case: approximately 6 entries of around 10 seconds each.
Last Phase	Conclusion	Summarize the major points discussed by the group and present a balanced conclusion rather than simply stating a personal opinion.

Pre-Phase. The pre-phase focuses on preparation and initial readiness. Important factors include confidence to speak up, communication skills, and knowledge and content related to the topic. A candidate should have sufficient knowledge about the topic and the confidence to express thoughts clearly.

Mid-Phase. The mid-phase focuses mainly on participation and entry into the discussion. The speaker highlighted the importance of making multiple meaningful entries. The objective is not simply to speak frequently but to make relevant and meaningful contributions to the discussion.

Last Phase. The final phase is the conclusion phase. Many candidates may struggle to properly conclude the discussion. Instead of simply giving a personal opinion, a candidate should summarize the major points discussed by the group and present a balanced conclusion.



Figure 3. Expert interaction and student engagement during the Group Discussion / placement-readiness session.

05. Key Takeaways

- Placement involves recruiters making choices among multiple candidates.
- Recruitment has gradually moved from focusing primarily on profile fitment toward considering person fitment as well.
- A resume is a concise summary of a candidate's qualifications and can act as a question bank during an interview.
- CV stands for Curriculum Vitae, meaning "course of life."
- Resumes can be prepared in different formats, including simple resumes and ATS-friendly resumes.
- Group discussions evaluate a candidate's communication, confidence, knowledge, participation and ability to interact with others.
- A GD can be understood through three phases: pre-phase, mid-phase and last phase.
- Candidates should make meaningful contributions during a GD rather than speaking merely for the sake of participation.
- During the conclusion, candidates should summarize the discussion rather than simply stating their personal opinion.

06. Student Learning Impact

The seminar provided practical insights that can directly support students preparing for campus placements. The discussion connected recruitment expectations with the student's responsibility to present authentic qualifications, communicate confidently and participate constructively in professional selection activities.

The guidance on resumes and CVs reinforces the importance of accuracy and preparedness: students should be able to explain every significant item they include. The structured approach to GD—preparation, meaningful participation and balanced conclusion—provides a practical framework for improving performance in recruitment situations.

07. Conclusion

The seminar on "Placement Readiness and Interview Confidence" was informative and useful for students preparing for campus placements. The session helped explain the changing nature of recruitment, the importance of preparing an effective resume or CV, and the skills required to perform effectively in a Group Discussion.

The practical points shared by Prof. (Dr.) Naresh Sharma can help students improve their confidence, communication and overall placement readiness. The seminar therefore served as a focused student-development intervention linking academic preparation with expectations of the professional recruitment environment.

— End of Report —