



## S. B. PATIL INSTITUTE OF MANAGEMENT



### Syllabus of Certificate in Analytical Competences: Mastering logical reasoning and decision making

Sr. No.	Topic	Skillset	Hours
1	Number System	QA	2
2	Subject Verb Agreement	VA	2
3	Data sufficiency	QA	2
4	Communication Skills	SS	2
5	Percentages	QA	2
6	Analytical Reasoning	RA	2
7	Error spotting & sentence correction	VA	2
8	Time Management	SS	2
9	Time, Speed and Distance	QA	2
10	Prepositions & Articles	VA	2
11	Prepositions & Articles	VA	4
12	Letter Series & Number Series, Blood Relations	RA	2
13	Email Writing, Group discussion	SS	2
14	Interview Techniques	RA	2
15	Post - Training Test	Test	
	<b>Total Training Hours</b>		<b>30 Hours</b>

  
Prof. Swapnil Sonkamble  
Faculty Coordinator



  
Dr. Kirti Dharwadkar  
Director-SBPIM