

SAMPLE INSTITUTION EVIDENCE

Campus communication cohort report

An illustrative management summary for a 15-day interview and communication bootcamp.

Illustrative cohort

Final-year B.Tech placement cohort | 60 students | 15-day bootcamp

84%**ACTIVE PARTICIPATION**

Illustrative rate

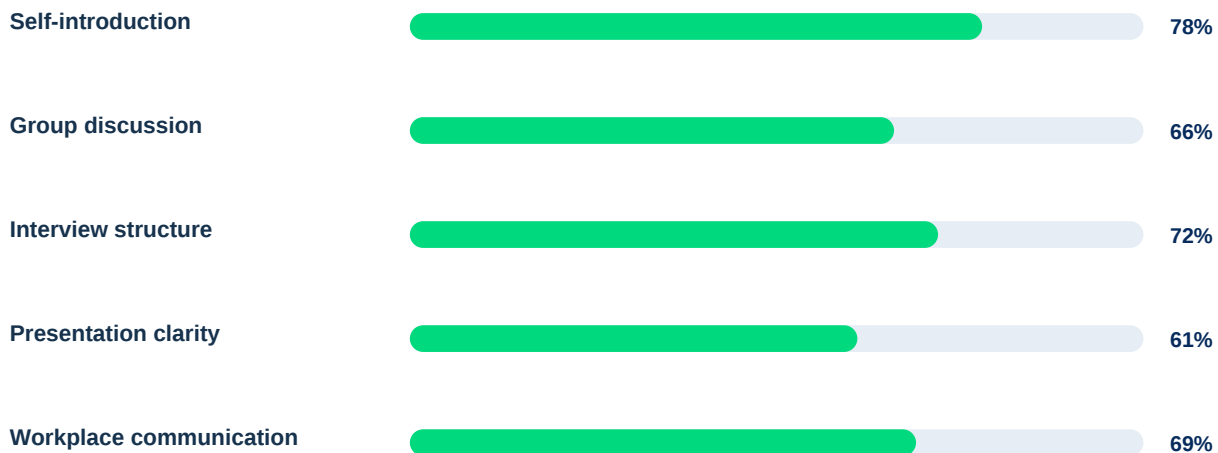
49/60**MOCK INTERVIEWS**

Illustrative completion

3.7/5**FINAL CONFIDENCE**

Illustrative rubric

Cohort observation dashboard



Reporting principle

A real report should be generated only from attendance, mentor observation, learner submissions and consented feedback. This sample contains no college or learner claim.

SAMPLE MANAGEMENT HANDOVER

What the placement team receives

A useful handover focuses on decisions: priority learners, common gaps, recommended practice and the next checkpoint.



1

Priority learner list

Learners who need extra speaking exposure, mock interviews or foundational support.

2

Observed skill gaps

Common patterns across confidence, clarity, structure and interview relevance.

3

Practice evidence

Attendance, scenario completion and mentor-reviewed speaking activities.

4

30-day recommendations

Actions for faculty, placement teams and learners after the bootcamp.

Illustrative 30-day follow-through

DAYS 1-7

Faculty-led speaking circles

10 minutes per class

DAYS 8-14

Role-specific answer bank

Peer review in pairs

DAYS 15-21

Alumni or mentor mock interviews

Record evidence

DAYS 22-30

Recheck priority learners

Share action report

Suggested entry point: one priority cohort

Confirm goals, baseline, delivery format and reporting expectations before scaling.

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