

BASIC SKILLS FOR EFFICIENCY, PERFORMANCE & SUCCESS IN LIFE

Whatever career a young star chooses in science, arts, commerce or inter disciplinary area, two basic skills will be necessary for progress, success and innovation:

01. Numerical ability

02. Verbal ability

These skills must be acquired during school life before the age of 18 when people's memory and grasping abilities are at the peak. So irrespective of science, arts, commerce, any other stream for career, students should acquire and sharpen these two basic skills before the age of 18 years.

When we speak about numerical ability, we speak about:

- (i) Number system
- (ii) Decimal system
- (iii) Mathematical operations and symbols
- (iv) Ratio, proportions and variations
- (v) Averages and mixtures
- (vi) Percentages, profit and loss
- (vii) Simple interest and compound interest
- (viii) Time and work
- (ix) Time, speed and distance
- (x) Permutations and combinations
- (xi) Set theory
- (xii) Probability
- (xiii) Numerical series and sequences
- (xiv) Linear Equations
- (xv) Data sufficiency
- (xvi) Data interpretation

All these will be required by any average human being during their lifetime, whether he is going for a job in the government sector, private sector or becoming an entrepreneur. If any student master in numerical skills by the age of 16/18 which is part of school curriculum will certainly in advantageous position for success in comparison to just securing a higher percentage in the examination.

When we speak about verbal ability, we speak about

- (i) Word power and vocabulary building
- (ii) Sentence completion
- (iii) Sentences rephrasing
- (iv) Verbal analogies
- (v) Verbal reasoning
- (vi) Synonyms
- (vii) Antonyms
- (viii) Word group

(ix) Verbal deductions

(x) Punctuations & spellings (taken over by computer and AI now a days)

So as a career consultant and mentor, my request to all students to acquire these two basic skills for success and progress, not merely scoring a high percentage in the examination. These two skills will always be with you in your brain but after some time you will forget how much marks you got in class-VIII or IX. It is also the duty of parents to motivate their children to acquire these skills during school days. These skills will not only help in success in NEET, IIT-JEE, CAT or other competitive examinations, but also laid the foundation for success in future.

In addition to strengthening two basic skills of numerical and verbal ability, for success and progress in life in modern times computer skills and communication skills are also becoming important.

The skill of better numerical and verbal ability will also give a student better logical reasoning, data interpretation skills necessary for success in life. Moreover, with better numerical and verbal ability, one shall be able to compete with Artificial Intelligence (AI)N which is taking over human brain activities. After the age of 18, one should sharpen and enhance their numerical and verbal ability, which is a continuous process. But basic structure and foundation must be built by the age of 18 years.

Survival and success skills for 21st century

01. Punctuality
02. Discipline
03. Communication
04. Teamwork
05. Adoptability to change
06. Curiosity
07. Active listening
08. Flexibility
09. Trustworthiness
10. Emotional intelligence
11. Empathy
12. Hummer
13. Conflict resolution
14. Leadership quality

01. Cooking
02. Driving
03. Home cleaning
04. Ironing
05. Repair and maintenance of basic electrical household equipment
06. Basic plumbing