

Academic Year 2018-19 Even

Listening Skills: Listening to understand with relevant body language like eye-contact and nodding. Paraphrasing to make listening complete in a conversation. The session also dealt with listening sub skills, types, and barriers to listening.

2018-19

24-01-2019
to 30-01-2019



Introduction skills: Introducing self and others while presenting as a group and as individuals. Practice was given to overcome stage fear and gain confidence. This was a practical session where the students learnt by applying the skills immediately as they learnt and practised.

2018-19

24-01-2019
to 30-01-
2019



Writing skills: The session introduced the students to plan, organise, write and proof read their essays/articles. They also learnt to plan as per audience who read it and brainstorm/refer points in sync with the audience and write. Paragraph writing skills like topic sentence, supporting ideas and concluding sentence structures were also learnt.

2018-19

04-02-2019 to
09-02-2019



Conversation skills: Social graces and meeting someone for the first time and listening to show interest and strike a conversation. Roleplays were given and students gained confidence and feedback was given. The session included demonstration of skills learnt in a roleplay by students.

2018-19

04-02-2019 to
09-02-2019



Importance of communication: This interactive session demonstrated the importance of speaking and listening both in the social and business – workplace contexts and elicited the types, process and purpose of communication at all levels.

2018-19

06-02-2019



Articulation skills

Through communicative activities, students were put through the experience of using myriad combinations of word formations to express same ideas. The focus was to enhance vocabulary-building and thereby add to confidence in expressing oneself.

2018-19

11-02-2019



Non-verbal communication (Body Language). This session enabled the practice of non-verbal communication like gestures, postures, eye-contact, expressions, intonation to polish the presentation skills of the students. They presented it as a group work and individual feedback was given for appreciation and improvement of skills. It also included fun and roleplays.

2018-19

18-03-2019 to
23-03-2019



Speaking skills: This session helped students to learn presentation skills. They presented it as a group work and individual feedback was given for appreciation and improvement of skills. Non-verbal communication and confidence was assessed.

2018-19

18-03-2019 to
23-03-2019



Creativity and Team Work

Two creative minds are better than one. Being able to brain storm creative solutions was simulated by means of team-based chart making activity upon a central theme.

2018-19

26-03-2019



Presentation Skills This session helped students to learn presentation skills. They presented it as a group work and individual feedback was given for appreciation and improvement of skills. Non-verbal communication and confidence were assessed. It included role-plays and persuasive techniques.

2018-19

15-04-2019 to
20-04-2019



Speaking Skills through Single Point Debates

Communicative skills and language ability practice based on debates and phrases used therein. The students learn the debating skills to sharpen the communicative ability.

2018-19

15-04-2019 to
20-04-2019



Expansion of Ideas Articulation after planning the ideas was learnt and practised. The tips on expanding the proverbs and topics were shared and demonstrated by the students.

2018-19

29-04-2019 to
02-05-2019



Business Letters, Email Writing, Paragraph Writing

The session introduced the students to plan, organise, write and proof-read letters/emails. Writing a relevant subject line, salutation, body of the email, complementary close and importance of signature were learnt. Paragraph writing skills like introduction of the topic, supporting ideas and concluding sentence structures were also learnt.

2018-19

29-04-2019 to
02-05-2019

