

## Academic Year 2019-20 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.

2019-20

27-01-2020 to  
01-02-2020



**Understanding 'Comprehension and Articulation'**  
Reading sub-skills module was delivered as a team-based learning activity. Effective reading practices sharpen comprehension ability.

2019-20

01-02-2020



**Writing skills:** The session introduced the students to plan, organise, write and proof read their essays/articles. They also learnt to plan according to the target audience 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

2019-20

10-02-2020 to  
15-02-2020



**Non-verbal communication (Body Language)** .This session enabled the practice of non-verbal communication like gestures, postures, eye-contact, expressions and 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.

2019-20

09-03-2020 to  
14-03-2020



**Speaking skills:** This session covered social graces and meeting someone for the first time and listening to show interest and strike a conversation. Role-plays were given and students gained confidence and feedback was given.

2019-20

11-02-2020



**Presentation Skills:** This seminar covered presentation skills from preparation, organising and delivering process. The students presented their topics as a group and individual feedback was given. Non-verbal communication and confidence was observed and feedback was given.

2019-20

16-03-2020 to  
21-03-2020



**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.

2019-20

30-03-2020 to  
04-04-2020



**Creative Thinking Skills**

An activity and creative poster making session to build Creative thinking in 'Academic course, Career and Life' among the students. The emphasises is on building 'Creative thinking' in whatever one does. "what it takes to be a professional" is the main outcome of the session.

2019-20

01-04-2020



**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.

2019-20

27-04-2020 to  
02-05-2020

