

Academic Year 2018-19 ODD

Induction program for 1st year BE Students 2018 Batch:

The students were taken through exercises which required them to express themselves through methods pertaining to their Multiple Intelligences. Innovative presentations by means of street play, press conference, chart making, skits, video making, story narration, montage creation, crossword making, etc. were on display to represent the central theme on Knowledge, Attitude and Skills

2018-2019

04-08-2018 to
08-08-2018



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	06-08- 2018 to 11-08-2018
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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	06-08- 2018 to 11-08-2018
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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	27-08- 2018 to 31-08-2018
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Conversation skills: 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.	2018-19	27-08- 2018 to 31-08-2018
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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.	2018-19	17-09-2018 to 22-09-2018
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Speaking skills: The session covered social graces and phrases to use while meeting someone for the first time. It also dealt with listening, to show interest and strike a conversation. Role -plays were given and students gained confidence and feedback was given.	2018-19	17-09-2018 to 22-09-2018
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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 was assessed.	2018-19	24-09-2018 to 29-09-2018
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Importance of Professionalism in workplace: Meetings, product presentations need a formal outlook and language. The session took students through the same and made them practice for meetings, group discussions and presentations which included grooming and relevant behaviour and body language.	2018-19	08-10-2018 to 13-10-2018
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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	22-10-2018 to 27-10-2018
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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	12-11-2018 to 17-11-2018
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Vocabulary building: This session introduced the students to new words by guessing the meaning while reading – vocabulary in context and use techniques to learn vocabulary – synonyms, antonyms, prefix, suffix methods were used. Students were encouraged to share the learning through new techniques like mind map for vocabulary learning and retention.

2018-19

12-11-2018 to
17-11-2018



Professionalism in communication: The etiquettes of presenting, participating in the meetings and social graces, greetings and polite phrases were practised by the students.

2018-19

19-11-2018 to
24-11-2018



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	12-11-2018 to 17-11-2018
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Public Speaking Skills & Oral communication Preparation, organisation and practice of deliver of a speech was learnt in this session. The students also got a glimpse of their performance and feedback to improve was also given in this session.	2018-19	26-11-2018 to 01-12-2018
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Email writing, CV writing & Report 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 and last lines and sign off were learnt. CV and report formats were also discussed.	2018-19	17-12-2018 to 22-12-2018
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