## Language and communication skills

# **Department of Applied Sciences Communication Skills Laboratory: Activity Report**

The Department of Applied Sciences is committed to enhancing the communicative competence and overall personality of students through the meticulously designed Communication Skills (Comm Skills) laboratory. This initiative has proven to be an effective platform for equipping students with the practical tools necessary to excel in academic and professional settings.

To facilitate hands-on training, the laboratory is well-equipped with modern technological aids, including state-of-the-art computers, projectors, and other audiovisual resources. These resources are instrumental in the execution of practical demonstrations, making the sessions interactive and engaging for students. The adoption of Globerina Technology Software further adds value to the teaching methodology by providing cutting-edge tools that assist in improving various aspects of communication. The software features modules on public speaking, group discussions, and pronunciation drills, enabling students to practice and refine their skills in a structured manner.

A unique feature of the Comm Skills program is its learner-centric approach. Students are divided into three subgroups for practical sessions, ensuring a personalized learning environment. This segmentation allows for one-to-one attention, making it easier to address individual learning needs and challenges. Each group is guided by an instructor who provides constructive feedback and continuous support, thereby fostering confidence and skill development among the students.

The Comm Skills practicals are an integral part of the syllabus for undergraduate students. However, the appeal and utility of the lab extend beyond the curriculum. Senior students often utilize the lab during their free hours to polish their communication abilities. This practice highlights the significance of the lab as a resource hub for skill enhancement, catering to students at various academic levels. The flexible scheduling and welcoming environment make it a preferred choice for students looking to refine their presentation skills, conduct mock interviews, or prepare for competitive exams.

During the practical sessions, students actively participate in activities such as role-plays, debates, mock interviews, and group discussions. These exercises are designed to simulate real-world scenarios, encouraging students to think critically and respond effectively. Additionally, the lab incorporates multimedia presentations and video analysis, which not only make the sessions engaging but also provide a visual understanding of the nuances of effective communication.

The structured approach of the lab ensures a comprehensive learning experience. The focus is not limited to verbal communication but extends to non-verbal cues such as body language, eye contact, and facial expressions. Students also learn the art of listening actively, interpreting feedback, and adapting their communication styles based on the context and audience.

The Department of Applied Sciences regularly evaluates the outcomes of the Comm Skills program to ensure it aligns with the evolving needs of the students. Feedback from participants

has been overwhelmingly positive, with many appreciating the individual attention and practical exposure provided during the sessions. Senior students have also expressed their gratitude for the opportunity to use the lab as a learning resource, describing it as a valuable addition to their academic journey.

By integrating modern technology with interactive teaching methods, the lab not only fulfils academic requirements but also prepares students for future challenges, ensuring they step into the professional world with confidence and competence.

# **Language Laboratory**

The Department of Applied Sciences of BBSBEC has a modern Language Laboratory with stateof-the-art audio-visual to aid in imparting language skills. The language laboratory was earlier equipped with software, Renet Digital Language Interface in 2008. Now from 2015 onwards Language Laboratory has a software integrated with information technology techniques by Globarena Technologies (which is an OFFICIAL VENDOR FOR Conducting NASSCOM Assessment of Competence (NAC). It imparts high standards in language teaching and learning. With proven teaching methodologies and an array of comprehensive study materials, this multimedia language lab system offers exclusive, result-oriented and reliable means to enrich language skills of students. This flexible and interactive language learning software not only makes students comfortable with English Language but also makes it fun and quick to learn. It has been designed to enhance students' language skills, communication skills, vocabulary, listening skills and pronunciation. UGC, AICTE and other organizations also have strongly recommended enhancement of English Language skills amongst students for better career prospects. The course content of the English Lab has been developed keeping into mind the standard of Indian students and the industry requirements. The Laboratory is effectively utilized by students and faculty members for various self-enhancement and soft skill development activities. The students are guided and trained as per the curriculum of the affiliating University curriculum, besides it, the senior students also visit Language lab to cater to their need s of career enhancement. The lab proves beneficial for those students who are poor in use of English language. Students from rural areas who are generally weak in English can have sufficient ear training in the language lab. It aims at confidence-building among students for interactions and presentations in English. The basic purpose of the lab is to provide students a platform to enhance English language skills, communication skills and to practice soft skills.

The main objectives of the Language Laboratory are:

- 1. To equip the students with good communication skills.
- 2. To emphasize the need of English in the technical world.
- 3. To prepare them for interviews and future job environments.
- 4. To train the students in the art of conversation and discussion.

#### **Details of language laboratory:**

Laboratory Location: 2<sup>nd</sup> Floor

Digital Language Laboratory In charge: (Globarena Technologies Private Limited, Hyderabad,

Software (www.globarena.com) Dr. Mohinderpal Kaur

Communication Skills Laboratory In charge: Prof. Triza

Laboratory Assistant: Mr. Baltej Singh

Area: 1500 sq feet

Stations: One Teacher Station and Twenty Student Stations

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**English Lab** is a fully computerized client server application that is run in LAN. It has an easy to use console displayed on the desktop of the server to facilitate the faculty to conduct the course. Students access the courseware through client systems. The software has two set ups:

- 1. English language Lab
- 2. Career Language lab

Following English language and communication skills related laboratory sessions can be conducted here:

- 1. Grammar of English Language: Practice and Exercises
- 2. Vocabulary Building Skills
- 3. Active Listening Skills
- 4. Introduction to Phonetic Sounds
- 5. Reading Comprehension
- 6. Business Letter Writing
- 7. Oral Presentations (Self Introduction, Extempore, Public Speech, Formal Presentation, Use of AV Aids, etc.)
- 8. Group Discussion (Unstructured & Structured )
- 9. Mastering Presentation Tools (Microsoft Word & Power Point)
- 10. Preparation of & Appearing for the Interview
- 11. Situational Conversations

Understanding Importance of Body Language **Communication Skills** section is a comprehensive language development program covering reading, writing, basic vocabulary, and grammar.

**Listening Skills** section gives the students a thorough grounding in many aspects of listening and listening comprehension. This enhances students listening Skills

**Vocabulary module** trains students in essential vocabulary in an easy and fun way. Students need not learn words by rote anymore. A unique methodology is used to ensure that students learn words and retain them. This 2000 word vocabulary builder would be of special interest to students preparing for GRE.

**Phonetics trains** the students in English sounds, pronunciation, stress, intonation, etc. It covers Vowels, Consonants, Diphthongs, Inflections, Intonation, stress pattern and rhythm, Ear training, Common errors in English, Correct pronunciation, and Phonetic symbols.



#### **CAREER LAB**

In today's competitive environment, besides sound domain knowledge, career skills, communication skills, soft skills, and basic computer skills are most sought after by employers in a prospective employee. Besides enhancing employability and career prospects of students, these skills are essential in day-to-day life. Career Lab is designed to impart crucial career skills to students to make them confident and successful in career, academics and in life.

#### **Contents**

Career Lab (CL Client)

Report Writing

Letter Writing

Resume

Presentation

**Oral Presentation** 

Time Management

Assertiveness

Psychometric

Creative Thinking

Stress Management

G.D

Listening Comprehension	Fundamental skills	Comm. Skills	Vocabulary	Phonetics	Conversation
Listening for main Ideas	Comprehension Exercises	Reading	Learn	Voice	Listening
Listening-pre Listening activities	Drag and Drop	Writing	Reinforce	Recording	Role Plays
Listening and sequencing	Missing Words	Grammar	Play	Intonation	
Listening and typing		Vocabulary	Library	Ear Training	
Listening for details			tools	Diphthongs	

## The general Layout of Language Laboratory

We live in a multilingual as well as in a multicultural world, which is getting smaller to the size of a village as a result of the expansion of science and technology. It has a considerable role in improving listening skill by obtaining a sensibility to the sounds and rhythm of a language. The focal features of a language lab are the following:

**Evaluate:** Students can listen to their pronunciation and do a review evaluation to measure their advancement as well as evaluate their language with that of the teacher.

**Listen:** Absorbing language skills faultlessly by listening to the normal pronunciation.

Monitor & Guide: The teacher can supervise each student separately without disturbing other

students and direct him/her directly.

**Respond:** Repeating the lessons and having them evaluated by the teacher.

**Advantages of Language Lab** 

Using a language lab has many benefits:

Gets into deeper side of language

This application gets into deeper side of language rather than covering its outer layer, which are

mostly seen in the year old teaching practices. The practical sessions provide the chance for

understanding the clear concept regarding right pronunciation, different accent and other aspects

of language learning too.

Language lab allows for diversity in the classroom

Language laboratory provides teacher attention to students, especially in the case of different levels

of students as language lab is tailored to the individual needs of students. On the other hand, thanks

to monitoring and evaluation in real time, the teacher knows exactly what course objectives pose

major difficulties for the student time and can reinforce the class accordingly.

A language lab is practical

Language lab provides practice in an entertaining in an interactive way to acquire the 4 main

language skills: listening, speaking, reading, and writing. Students learn more comprehensively

through a language lab.

Students learn much faster in the language lab

Language labs' interactive courses help students learn much faster than in a regular

classroom setting. The methodology of the classroom language network uses a progressive model

to promote natural learning, where students learn the different concepts of language in

an intuitive way.

#### The teacher takes on a more important role in the language lab

The language lab provides supplementary materials that only facilitate the role of the instructor rather than compete with it. The teacher can then focus on the important parts of the course rather than waste time explaining everything. The structure of the language lab courses also facilitate the work teacher puts in when preparing lessons and allows them to prepare them in less time and with a greater volume of interactive resources.

#### Labs foster communication in the classroom

Language lab also encourages communication: student-teacher as well as student-student with activities and exercises essential to oral communication and the understanding of the language. The lab includes tools for creating groups, host conversations via chat, promote messages on the board, access to a community of students who are also studying the same language, etc. Since language learning in laboratory can be done privately and at their own pace, students who are shy or quite slow in learning the language, become more confident.

#### Learning the language without a time constraint.

It gives different and rare experience for the user to hear the English Language distinctly and precisely. While using the language lab the students get the advantage of listening and learning the language without a time constraint. They could come to lab during their free lectures as per their convenience.

#### Assess and improve the speech in English through the self help features.

Another advantage of the language lab is that it helps one to assess and improve the speech in English through the self help features. These features include model pronunciation of words, also the students can use it in record and playback mode that counterpart the user in self assessment. The best part of the laboratory is that it gives the users the freedom to learn the language according to their convenience without an instructor.

#### Allows learners to pronounce certain words correctly

It allows learners to pronounce certain words correctly. Small details like accent, stress and blending of words can also be corrected. Kids and adults suffering from speech disorders can also use the laboratory to minimize the problems. Not only primary students can learn from this laboratory. It is also designed for junior and senior executives who wish to improve their speaking proficiency.

#### **Auditory Oriented:**

The direct sound transmission gives step by step guidance from the teacher to the heads of the students with crystal clear clarity. The Lab software is more attention enthralling for the students, where they are engaged with individual systems.

#### Comprehensive quickly:

The Lab increases the pace of comprehension as students coaching are purely based on the level of study. The Lab regulates the language through the different thoughts created in the mind of the students.

**Effective learning, Focus Veracity:** By using text, audio and video can easily be integrated with actuality in every day situations. The lab provides to learn the foreign language practice in a focused setting that eliminates the feelings of self-consciousness.

#### Have the self evaluation:

The students can do a periodical self evaluation to measure the progress as well as evaluate his/her language with that of the expert. The students can record their own voice and play back the recordings, interact with the each other and the teacher, and store the results. The automated learning environment removes one's fear and creates a happy learning situation. Learn the need: The lab fulfills the need of the learner that is learning the language skills in an effective way.

#### Listening skills are primary in becoming fluent.

It helps to develop listening skills, allowing the students to focus on the spoken word and therefore enhancing their ability to repeat and understand the spoken language.

#### **Provide Individualistic Learning**

The ability of each student to speak at the same time and yet be audibly isolated from each other allows efficient use of time and a higher degree of practice and learning. All of the students can practice simultaneously (rather than one at a time) thus increasing the student's actual practice and fluency.

#### Conclusion

The language laboratory provides a facility which allows the student to listen to model pronunciation, repeat and record the same, listen to their performance and compare with the model, and do self-assessment. Since the language laboratory gives every learner of any language freedom to learn as per their free time schedule, it is flexible and does not necessarily require a teacher all the time. At the same time, it is possible for teachers to provide assistance individually and collectively. The language laboratory allows every participant his or her privacy to speak and listen.

List of students enrolled for language and communication skills laboratory for semester July 2023 to Dec 2023

Sr. no	College roll no	University Roll. No.	Name	Sem.
1	232009         2300591           232006         2300592           232012         2300595           232022         2300596           232024         2300597           232025         2300598           232014         2300599           232016         2300601           232007         2300602           232008         2300603           232017         2300604           232026         2300605           232011         2300606           232023         2300610           232027         2342389           233016         2300504	2300591	Abbished	
2	232006		Abhishek Kumar	1st
3	232012	THE RESIDENCE OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN	Abhishek Kumar Shrivastav	181
4	232022	201 201 000 000	Anil Kumar	1st
5	232024		Anjali Devi	1st
6	232025		Deep Kumar	1st
7	232014		Dheeraj Kumar	1st
8	232016		Dilshad Singh Hunjan	1st
9	232007	The state of the s	Govind Kumar Manjhi	1st
10	232008		Gursharan Singh	1st
11	232017		Himanshu Kumar	1st
12	ALCOHOLD STATE OF THE PARTY OF		Irshad Alam	1st
13			Kanwar Gunaaz Singh Brar	1st
14	- 1100000000000000000000000000000000000		Kishan Singh	1st
15	232023		Nancy Kumari	1st
16	232027		Vikash Kumar Yadav	1st
17	The second secon		Harnek Singh	1st
18	233016		Abhishek Kumar	181
19	233015	2300505	Amarjeet Kumar Amarnath Sharma	1st
20	233019	2300506		1st
21	233017	2300508	Amit Singh Anmolpreet Kaur	1st
22	233025	2300509	Ansh Sharma	1st
23	233022	2300511	Arshdeep Singh	1st
24	233004	2300512	Asmit Kumar	1st
25	233007	2300513	Biswajeet Singh	1st ·
26	233011	2300514	Dablu Kumar Pandit	1st
27	233012	2300515	Gurkirat Singh	1st
28	233008	2300517	Khushpreet Singh	1st
29	233009	2300518	Maan Singh	1st
30	233026	2300519	Mandeep Kour	1st
31	233014	2300520	Manikant Raj	1st
32	233001	2300521	Md Arif Raja	1st
3	233024	2300522	Mehtab Ahmed	1st
34	233023	2300524	Neena Devi	1st
		AMINGS - 10	Heena Devi	1st

35	233010	2300526		
36	233020	2300527	Rahul Kumar Sharma	1st
37	233028		Shoeb Akhtar	1st
38	239012	2339436	Damanpreet Singh	1st
39	239011	2300298	Amit Kumar	1st
40		2300300	Golu Kumar	1st
41	239015	2300302	Lal Singh	1st
42	239014	2300303	Mehroon Irshad	1st
43	239016	2300304	Mohd Ali	
75.45	239001	2300305	Ripu Dixit	1st
44	239013	2300306	Sanjeet Kumar	1st
45	239009	2300307	Satyam Kumar	1st
46	239003	2300308	Sittu Kumar	1st
47	239007	2300309		1st
48	233304	2300528	Sukhdeep Kaur	1st
49	233302	2300529	Amit Kumar Manjhi	lst
50	233301	2300530	Amninder Singh	1st
51	233310	2300532	Deepa Kumari	1st
52	233313	2300533	Khayati Mahajan	150
53	233308	2300534	Munish Kapoor	1st
54	233311		Navin Prabhat	1st
55	233306	2300535	Prikshit Sharma	1st
56	233312	2300537	Sandeep Kumar	İşt
,,	200012	2300539	Taniya Sarngal	lst

Head

List of students enrolled for language and communication skills laboratory for semester Jan 2024 to Jun 2024

Sem	Name	James		Sr. no
2nd	Aashia Bagam	2300310	231113	1
2nd	Aashish Kumar	2300311	231023	2
2nd	Aayush Kumar Shrivastav	2300312	231042	3
2nd	Abdul Kalam	2300313	231157	4
2nd	Abhishek Kumar	2300316	231156	5
2nd	Abhishek Kumar	2300317	231129	6
2nd	Abhishek Kumar Sah	2300318	231146	7
2nd	Aditya Kumar	2300319	231118	8
2nd	Agamroop Kaur Sidhu	2300320	231174	9
2nd	Ajaayvir Singh	2300321	231221	10
2nd	Akashdeep Singh	2300322	231071	11
2nd	Akshat Joshi	2300323	231204	12
2nd	Akshita	2300324	231047	13
2nd	Alok Kumar Gond	2300325	231024	14
2nd	Aman Kumar	2300326	231001	15
2nd	Aman Kumar	2300327	231176	16
2nd	Aman Kumar Manjhi	2300329	231126	17
2nd	Aman Kumar Pandey	2300330	231025	18
2nd	Amandeep Singh	2300331	231106	19
2nd	Amanjot Kaur	2300332	231101	20
2nd	Amisha Kumari	2300333	231141	21
2nd	Amitabh Batish	2300334	231102	22
2nd	Angaddeep Singh Saini	2300336	231105	23
2nd	Ankit Kumar	2300337	231195	24
2nd	Ankit Thakur	2300338	231004	25
2nd	Anmoljeet Singh	2300339	231181	26
2nd	Arashpreet Kaur	2300340	231103	27
2nd	Arvind Kumar	2300342	231123	28
2nd	Arwinder Singh	2300343	231093	29
2nd	Ashish Bhardwaj	2300344	231085	30
2nd	Atul Kumar Sharma	2300345	231219	31
2nd	Ayushi Kumari	2300346	231140	32
2nd	Baljit Singh	2300347	231107	33

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34	231197	2300349	Balraj Singh	2nd
35	231055	2300350	Bhanu Thakur	2nd
36	231125	2300351	Bishal Kumar	2nd 2nd
37	231121	2300352	Bittu Kumar Gupta	2nd
38	231144	2300353	Bitu Kumar	2nd 2nd
39	231098	2300355	Dilpreet Kaur	2nd 2nd
40	231096	2300356	Dilpreet Singh	2nd
41	231155	2300357	Dipu Kumar Singh	2nd
42	231205	2300358	Divyansh Rajat	2nd 2nd
43	231037	2300359	Divyanshu Kumar	2nd 2nd
44	231115	2300360	Ekjot Singh	2nd 2nd
45	231135	2300362	Guddu Kumar	2nd 2nd
46	231149	2300363	Gulshan Kumar	2nd
47	231122	2300364	Gulshan Kumar Singh	2nd
48	231079	2300365	Gurbakshish Singh	2nd 2nd
49	231086	2300366	Gurjeet Singh	
50	231083	2300367	Gurkirat Kaur	2nd
51	231201	2300368	Gurleen Kaur	2nd
52	231099	2300369	Gurnam Singh Thind	2nd
53	231200	2300370	Gurpreet Singh	2nd
54	231057	2300371	Gurshaan Singh	2nd 2nd
55	231067	2300372	Gurwinder Singh	
56	231207	2300374	Harmandeep Kaur	2nd
57	231109	2300375	Harmanjit Singh	2nd
58	231002	2300376	Harsewak Kaur	2nd
59	231168	2300377	Harsh Upadhyay	2nd
60	231073	2300378	Harshdeep singh	2nd
61	231090	2300379	Hashmit Pandey	2nd
62	231038	2300380	Himanshu Kumar Sharma	2nd
63	231210	2300382	Ishu Sharma	2nd
64	231060	2300383	Jagjit Singh	2nd
65	231208	2300384	Janvee Jasrotia	2nd
66	231188	2300386	Jaskirat Singh	2nd
67	231186	2300387	Jasmeet Kaur	2nd
68	231036	2300388	Jasmine Kaur	2nd
69	231187	2300389	Jaspreet Kaur	2nd
	30001000	200000	Jaspieer Kaur	2nd

2nd	Jitesh Kumar	2300390	231084	70
2nd	Juhed Ansari	2300391	231130	71
2nd	Kamaljeet Singh	2300392	231196	72
2nd	Karanvir Singh	2300394	231032	73
2nd	Khalid Raja	2300395	231175	74
2nd	Khushman Singh Kalsi	2300396	231173	75
2nd	Komaloreet Kaur	2300398	231035	76
2nd	Lucky Kumar	2300399	231138	77
2nd	Manav Raj Baghel	2300400	231127	78
2nd	Manish Kuamr	2300401	231005	79
2nd	Manish Kumar	2300402	231180	80
2nd	Manjeet Kumar	2300403	231137	81
2nd	Manmohanjeet Singh	2300404	231189	82
2nd	Manprabhjot Singh	2300405	231058	83
2nd	Mansi	2300406	231077	84
2nd	Mansi Mittal	2300407	231216	85
2nd	Md. Ashfaque Alam	2300408	231183	86
2nd	Md. Kamil Raza Khan	2300409	231147	87
2nd	Md. Rustam Nat	2300410	231148	88
2nd	Md. Sajid	2300411	231145	89
2nd	Md. Sajid Alam	2300412	231184	90
2nd	Md. Sarwar Khan	2300413	231167	91
2nd	Mohammad Rukhsar Alam	2300414	231139	92
2nd	Mohit Mattoo	2300415	231056	93
2nd	Muskan Kumari	2300416	231124	94
2nd	Muskan Malik	2300417	231066	95
2nd	Naman Bector	2300418	231048	96
2nd	Natwar Chaudhary	2300419	231011	97
200	Navdeep Kaur	2300420	231053	98
2nc	Navdeep Kaur	2300421	231020	99
200	Navjot Kaur	2300422	231044	100
2nc	Navneet Kumar Siddhu	2300424	231133	101
2nd	Navpreet Singh	2300425	231072	102
2nd	Navreet Kaur	2300426	231114	103
20	Niraj Kumar	2300428	231015	104
2n	Nishant Raj	2300429	231163	105

106	231152	2300430		
107	231214	2300431	Nitesh Kumar	21
108	231017	2300432	Nitesh Mittal	21
109	231209	2300433	Nitish Kumar	21
110	231006	2300434	Nitish Kumar Yadav	21
111	231087	2300435	Noorbasar Ansari	20
112	231142	2300436	Oman	20
113	231218	2300436	Pankaj Kumar	2n
114	231034	2300437	Parminder Singh	2n
115	231095	2300440	Prabhjot Kaur	2ne
116	231021		Prabhleen Singh Bilkhu	2nc
117	231182	2300441	Pradeep Kumar Prajapati	2ng
118	231041	2300442	Pranjal Kaur	2nd
119	231009	2300443	Prince Kumar	2nd
120	231206	2300444	Prince Kumar	2nd
121	231169	2300445	Prinsh Kumar Thakur	2nd
122	231158	2300447	Rahul Kumar	2nd
123	231154	2300448	Rahul Kumar	2nd
124	231008	2300449	Rahul Kumar	2nd
125	231022	2300450	Rahul Sharma	2nd
126	231080	2300452	Rakesh Kumar Paswan	2nd
127	231151	2300453	Ranbir Singh	2nd
128	231211	2300454	Ranjan Kumar	2nd
129	231211	2300455	Ridham Thakur	2nd
130	231018	2300456	Rishikesh Kumar Kamat	2nd
131	15/10/10/20/10/20	2300457	Ritesh Kumar	2nd
132	231136	2300458	Ritik Kumar Sharma	2nd
33	1151539 (D) (D)	2300459	Rohan Kumar	2nd
34	231134	2300460	Rohit Kumar	2nd
35	231010	2300462	Sadhna Kumari	2nd
36	231192	2300463	Sahibjot Singh	2nd
	231089	2300464	Sahil	-
37	231059	2300465	Sahil Dhiman	2nd
38	231064	2300466	Sakshi	2nd
39	231143	2300468	Sandeep Kumar Yadav	2nd
10	231128	2300469	Sanjit Kumar	2nd
1	231069	2300470	Sarabjeet Singh	2nd 2nd

142	231078	2300471	Satinder kaur	2nd
143	231120	2300472	Satyam	2nd
144	231007	2300473	Shahbaz Alam	2nd
145	231100	2300474	Shallpreet kaur	2nd
146	231040	2300475	Sharanjeet Kaur	2nd
147	231049	2300476	Shinu Verma	2nd
148	231185	2300477	Shohrab Ansari	2nd
149	231212	2300479	Simranjeet Kour	2nd
150	231092	2300480	Simranpreet Kaur	2nd
151	231202	2300481	Subhash Kumar	2nd
152	231068	2300482	Sukhmanpreet Singh	2nd
153	231091	2300483	Sukhmeet Kour	2nd
154	231070	2300484	Sumit Kumar	2nd
155	231014	2300486	Surbhi Kumari	2nd
156	231217	2300487	Syed Farzan Bukhari	2nd
157	231062	2300488	Taniya Thakur	2nd
158	231002	2300489	Taranpreet Kaur	2nd
159	231165	2300490	Ujjwaldeep Singh	2nd
1.75	231076	2300491	Vanshdeep Singh	2nd
160	231111	2300491	Varun	2nd
162	231026	2300493	Vicky Kumar Singh	2nd
163	231088	2300494	Vijay Kumar Rana	2nd
164	231178	2300495	Vinay Gond	2nd
165	231039	2300496	Vishal Yadav	2nd
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## Report on Personality Development Program (PDP) Classes

Conducted by: Dr. Mohinderpal Kaur

Venue: College Auditorium

**Session:** 2023-24

During the academic session 2023-24, Personality Development Program (PDP) classes were successfully conducted in the college auditorium under the guidance of **Prof. Mohinderpal Kaur**. The copy of Time table and attendance has been attached along with this document. These sessions aimed to enhance the overall personality and skills of students across various disciplines, ensuring they are well-prepared to excel in both academic and professional domains.

#### **Topics Covered**

#### 1. Communication Skills:

- o Focused on verbal and non-verbal communication techniques.
- o Included activities to improve articulation, clarity, and confidence in speaking.

#### 2. Body Language of Winners:

- o Discussed the significance of non-verbal cues in creating a positive impression.
- o Highlighted how gestures, posture, and eye contact influence perceptions.

#### 3. Letting Go:

- Motivational session emphasizing emotional resilience and the importance of moving on from setbacks.
- o Techniques to manage stress, anxiety, and negativity were shared.

#### 4. Writing Skills:

- Basics of effective writing, including sentence structuring, vocabulary enhancement, and creative expression.
- Encouraged students to adopt writing as a tool for self-expression and professional communication.

#### 5. Basics of Personality Development:

- Addressed fundamental attributes of a strong personality such as self-confidence, adaptability, and leadership.
- Interactive exercises and role-playing activities were conducted to instill these qualities.

#### **Participants**

The sessions were attended by students from the following branches:

- Computer Science Engineering
- Civil Engineering
- Electrical Engineering
- Electronics Engineering
- Agricultural Engineering
- Mechanical Engineering
- BCA, BBA, and MBA programs

## **Key Highlights**

- The classes were designed to cater to the diverse needs of students across branches, ensuring inclusivity.
- Practical demonstrations, group discussions, and interactive sessions made the learning experience engaging and effective.

**Feedback:** Students expressed their gratitude for the sessions, mentioning how these classes helped them gain confidence, improve communication, and adopt a more professional outlook. The focus on practical application made the sessions highly impactful.

PDP(Jan-May 2024)

**Classes Attendance Record** 

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324	Gwr Simon Sing	1	X	2	X	3	4	5	6	7	8	9	10	-	-	-	-	$\vdash$	+
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327	Harmonier town	X	1	2	3	X	4	5	6	X	17	8	9	1	-	+	-	+	1
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