

Report on One-Week Workshop on Communication Skills at SSBES' Institute of Technology & Management, Nanded

Date: July 11, 2023 to July 16, 2023

Time: 10:30 AM

Venue: ITM, Nanded

Introduction:

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A week-long intensive workshop on Communication Skills was conducted at SSBES' Institute of Technology & Management, Nanded from July 11, 2023 to July 16, 2023. The workshop was meticulously designed to enhance the communication abilities of 60 students, focusing on both verbal and non-verbal communication techniques. The program was led by **Dr S.N. Kokate**, Assistant Professor of English, ITM Nanded.

Dr S.N. Kokate's extensive experience and insightful guidance provided the participants with a holistic understanding of effective communication. Through a blend of theoretical concepts, practical exercises, and interactive sessions, the workshop aimed to empower students to become confident and articulate communicators.

Objectives:

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The primary objectives of the workshop were:

1. Enhance Verbal Communication Skills:

- Improve articulation and pronunciation.
- Develop effective listening skills.
- Master the art of public speaking.
- Learn techniques for persuasive communication.

2. Develop Non-Verbal Communication Skills:

- Understand the impact of body language.
- Learn effective use of eye contact and gestures.
- Master the art of active listening.

3. Build Confidence and Self-Esteem:

- Overcome stage fright and public speaking anxiety.
- Develop self-belief and positive self-image.
- Build confidence in interpersonal interactions.

Workshop Methodology

The workshop employed a diverse range of methodologies to cater to different learning styles:

- **Lectures and Presentations:** Expert trainers delivered insightful lectures on communication theories, principles, and best practices.
- **Group Discussions and Debates:** Participants engaged in stimulating discussions and debates to hone their critical thinking and persuasive skills.
- **Role-Playing and Simulations:** Practical exercises and simulations provided opportunities to practice real-world communication scenarios.
- **Public Speaking Competitions:** Participants showcased their public speaking abilities and received constructive feedback from peers and trainers.
- **Individual and Group Assignments:** Homework assignments and group projects reinforced learning and encouraged independent application of skills.

Workshop Activities Conducted by Dr S.N. Kokate

Dr S.N. Kokate, an esteemed expert in communication skills, led the workshop and conducted a series of engaging activities:

Day 1: Introduction to Effective Communication

- **Icebreaker Activities:** To create a relaxed and friendly atmosphere, participants engaged in various icebreaker activities, such as "Two Truths and a Lie" and "Human Knot."
- **Understanding the Communication Process:** Dr S.N. Kokate explained the key components of effective communication, including the sender, receiver, message, channel, and feedback.
- **Verbal Communication Skills:** Participants learned about the importance of clear articulation, pronunciation, and vocabulary.

Day 2: Non-Verbal Communication

- **Body Language and Gestures:** Participants explored the power of body language and learned how to use gestures effectively to enhance their message.
- **Eye Contact and Facial Expressions:** The significance of eye contact and facial expressions in conveying emotions and building rapport was emphasized.
- **Active Listening:** Participants practiced active listening techniques, such as paraphrasing, summarizing, and asking clarifying questions.

Day 3: Public Speaking and Presentation Skills

- **Overcoming Stage Fright:** Participants learned strategies to manage anxiety and build confidence before public speaking.

- **Structuring a Presentation:** Prof. Kokate guided participants on how to organize their thoughts and create a compelling presentation.
- **Delivery Techniques:** Participants practiced effective delivery techniques, including voice modulation, pacing, and use of visual aids.

Day 4: Interpersonal Communication

- **Effective Listening:** Participants engaged in role-playing exercises to practice active listening and empathetic communication.
- **Assertive Communication:** The importance of assertive communication in resolving conflicts and expressing needs was discussed.
- **Intercultural Communication:** Participants explored cultural differences in communication styles and learned how to adapt their communication strategies accordingly.

Day 5: Feedback and Reflection

- **Peer Feedback:** Participants provided constructive feedback on each other's presentations and communication skills.
- **Self-Reflection:** Participants reflected on their strengths and weaknesses in communication and set goals for future improvement.
- **Certificate Distribution:** A certificate distribution ceremony was held to recognize the participants' successful completion of the workshop.

Key Takeaways and Outcomes

The workshop yielded significant positive outcomes:

- **Improved Communication Skills:** Participants demonstrated noticeable improvement in their verbal and non-verbal communication skills, including articulation, pronunciation, listening, and body language.
- **Enhanced Confidence:** The workshop boosted participants' self-confidence and self-esteem, enabling them to overcome public speaking anxiety and engage in effective interpersonal interactions.
- **Developed Leadership Skills:** Participants learned to lead discussions, present ideas confidently, and work collaboratively in teams.
- **Enhanced Critical Thinking:** The workshop fostered critical thinking skills by encouraging participants to analyze information, evaluate arguments, and form well-reasoned opinions.
- **Positive Feedback:** Participants provided overwhelmingly positive feedback on the workshop, highlighting the relevance of the content, the expertise of the trainers, and the engaging nature of the activities.



Dr Kokate S,N, is explaining about importance of Communication Skills.





Students actively engaging in diverse activities during the Communication Skills Workshop



ATTENDANCE SHEET

Department: English Department		Class: BCA & BSC HS	
Sr. No.	Name of the students	Class/Roll No.	Signature
1.	Kale Arpita Sahebrao	BCA SY (102)	<u>Kale</u>
2.	Kakate Santoshi Anand	BCA SY (100)	<u>Kakate</u>
3.	Kale Shital Shankar	BCA SY (109)	<u>Kale</u>
4.	Landge Pranita Pralhad	BCA SY (125)	<u>Pranita</u>
5.	Monhale Rutuja Devrao	BCA SY (135)	<u>Rutuja</u>
6.	Manhole Komal Munjaji	BCA SY (134)	<u>Komal</u>
7.	Kalpana Vishwanath Solanke	BCA TY (213)	<u>Kalpana</u>
8.	Samita Datta Panchal	BCA TY (187)	<u>Samita</u>
9.	Gadhe Vaishnavi Saturaji	BCA TY (40)	<u>Gadhe</u>
10.	Sanaya Chandrakant Pandit	BCA TY (143)	<u>Sanaya</u>
11.	Kawale Sunita Dattaram	BCA TY (92)	<u>Sunita</u>
12.	Kapate Nehel Vinayak	BCA SY (111)	<u>Kapate</u>
13.	Narwade Ashwini Ganpat	BCA SY (149)	<u>Ashwini</u>
14.	Narwade Shreya Venkatarao	BCA SY (150)	<u>Shreya</u>
15.	Dhuppe Vaishnavi Govindrao	BCA SY (82)	<u>Dhuppe</u>
16.	Shilawane Varsha Madhav	BCA SY (202)	<u>Shilawane</u>
17.	Bone Pallavi Balaji	BCA SY (35)	<u>Bone</u>
18.	Shaheena Begum Shaikh	BCA SY (189)	<u>Shaheena</u>
19.	Asmita Govind Pawde	BCA TY (153)	<u>Asmita</u>
20.	Sakshi Dilip Barchewale	BCA TY (10)	<u>Sakshi</u>
21.	Vaishnavi Pundlikrao Bhosale	BCA TY (18)	<u>Vaishnavi</u>
22.	Mrunali Sanjay Bore	BCA TY (24)	<u>Mrunali</u>
23.	Abdul Rahman Khan	BCA SY (02)	<u>Abdul Rahman</u>
24.	Sampat Subhash Kamble	BCA TY (29)	<u>Sampat</u>
25.	Vishwadeva Sudhakar Ashmuth	BCA SY (54)	<u>Vishwadeva</u>
26.	Winkhede Vinayak	BCA SY 236	<u>Winkhede</u>
27.	Panchal Parashram Digambar	BCA SY 156	<u>Panchal</u>
28.	Khandare Pankaj Kashinath	BCA SY (117)	<u>Khandare</u>
29.	Khakaze Laxmikant Gajanan	BCA SY (116)	<u>Khakaze</u>
30.	Sahil Arvind Pawar	BCA TY 157	<u>Sahil</u>
31.	Mahesh Nilkanth Mugaonkar	BCA TY-128	<u>Mahesh</u>
32.	Balaji Sheshdeo Tambwar	BCA TY-220	<u>Balaji</u>
33.	Ganesh Govindrao Gakhare	BCA TY-184	<u>Ganesh</u>

SSBES' INSTITUTE OF TECHNOLOGY AND MANAGEMENT, NANDED			
ATTENDANCE SHEET			
Date of Activity: 29/08/2024		Time Slot: 3.00 to 5.00 p.m.	
Name of Activity: Interactive Spoken English		Teacher: Dr. S. N. Kokate	
Department: English Department		Class: BCA & BSC HS	
Sr. No.	Name of the students	Class/Roll No.	Signature
34.	Ashish Hajanan Morre	BCATY 127	Ashish
35.	Altaf Samad Shaikh	H.S. 17-21	Altaf
36.	Giokaj Ravi Chavhan	H.S. 17-03	Giokaj
37.	Yuvraj Babarao Chavhan	H.S. 17-04	Yuvraj
38.	Ravi Ravindra Surti	H.S. 17-05	Ravi
39.	Nitin Lakshman Hingane	H.S. 17-09	Nitin
40.	Rohit Rajaram Wadikar	BCATY-233	Rohit
41.	Tushar Vinodrao Surose	BCA-TY-216	Tushar
42.	Ramdhaji Jankaraj Ambekar	BCATY 6	Ramdhaji
43.	Abdul Huseinib	BCA SY-01	Abdul
44.	Lohakore Saimath Kalba	BCA SY-126	Lohakore
45.	Yede Shivshankar Bhagwan	BCA SY-240	Yede
46.	Gaurang Govind Wadde	BHS-17228	Gaurang
47.	Vijay Vijay Todam	BHS 17-26	Vijay
48.	Panchal Vaibhav Prakash	BCATY-141	Panchal
49.	Panchal Harman Prakash	BCATY-140	Panchal
50.	Kongwad Arinash Narayan	BCATY-102	Kongwad

Conclusion

The one-week workshop on Communication Skills was a resounding success. Participants gained valuable insights and practical skills to enhance their communication abilities. The expert guidance of Dr S.N Kokate and the interactive nature of the workshop made it a memorable learning experience. The department is committed to organizing such workshops in the future to empower students with essential communication skills for academic and professional success.



Shri Sharda Bhavan Education Society's

Institute of Technology and Management, Nanded.



One Week Workshop

on

‘Communication Skills’

This is to certify that Mr./Miss.-**Shital Shankar Kale** has successfully completed One Week Workshop on” ‘Communication Skills’ from 11/07/2023 to 16/07/2023.

Hence Certified.


Co-ordinator
IQAC
Shri Sharda Bhavan Education Society's
Institute of Technology and Management
Nanded

Course Coordinator


Director
Shri Sharda Bhavan Education Society's
Institute of Technology and Management
NANDED

Director



Shri Sharda Bhavan Education Society's

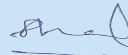
Institute of Technology and Management, Nanded.



One Week Workshop on 'Communication Skills'

This is to certify that Mr./Miss. **Pranita P. Landge** has successfully completed One Week Workshop on "Communication Skills" from 11/07/2023 to 16/07/2023.
Hence Certified.

Course Coordinator


Director
Shri Sharda Bhavan Education Society's
Institute of Technology and Management,
NANDED

Director



Shri Sharda Bhavan Education Society's

Institute of Technology and Management, Nanded.



One Week Workshop

on

‘Communication Skills’

This is to certify that Mr./Miss.-**Altaf Samad Shaikh** has successfully completed One Week Workshop on” ‘Communication Skills’ from 11/07/2023 to 16/07/2023.

Hence Certified.


Co-ordinator
IQAC
Shri Sharda Bhavan Education Society's
Institute of Technology and Management
Nanded

Course Coordinator


Director
Shri Sharda Bhavan Education Society's
Institute of Technology and Management
NANDED

Director