

# COMMUNICATION SKILLS

## Notice

(B.Tech. Second Sem. 2017-18)

Subject- Communication Skills

## TOPICS FOR PRESENTATION

Group of maximum three-four students of same batch will select any one topic for presentation (about 3-4 min.) from the allotted topics.

**NOTE : ALL THE STUDENTS SHOULD BE IN COLLEGE UNIFORM IN PRACTICAL EXAMINATION.**

Batch	Topics
D-1	Dealing with psychological and emotional barriers Role of Vocalics in effective communication Effective communication skills
D-2	Methods of improving interpersonal communication Business letter writing Methods of developing vocabulary with examples
E-1	Phonetics symbols with examples Role of gestures and facial expressions in effective presentation Qualities of good communication
E-2	Communication Barriers Importance of group discussion Word formation as a tool for vocabulary development
F-1	Role of listening in effective communication Dealing with communication barriers Overcoming the barriers to communication
F-2	Role of affixes in vocabulary development Preparing effective Curriculum vitae Importance of non-verbal communication
G-1	Importance of linking words in effective writing Different ways to develop vocabulary Semantic and language barriers
G-2	Effective public speaking Role of Chronemics and chromatics in non verbal communication Extempore : way to remove stage fear

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