

## LIFE SKILL: Living Conversations (SLICL002)

### Course Plan

[**Session 1** = Synchronous Session, **Session 2** = Asynchronous Session]

Week	Input Planned	Content	CLA (Complimentary Learning Activities)
<b>Week 1 - Session 1</b>	Introduction & Overview to the Course, Importance, and Its Application in Life (Personal as well as Professional),	<b>Ice breaker activity</b>  Classroom Discussion with practical examples and/or experiences	+ Introducing <b>Joke/ Meme of the Day</b> (to be followed by teams from 3 <sup>rd</sup> week onwards, post teams formation) <small>*One team is supposed to share one relevant Joke/ Meme 'Once a Week' in WhatsApp group.</small>
<b>Week 1 - Session 2</b>	Importance of 'Living Conversations' in Life (contd.)	<b>Assigned Reading (optional):</b> <a href="#">THE TOP ATTRIBUTES EMPLOYERS WANT TO SEE</a>  <b>Self-reflection Exercise:</b> Share an inspiring conversation that changed your perspective/ outlook towards life.	
<b>Week 2 - Session 1</b>	Basics of Communication with Practical Examples (need – process – model)	<b>YouTube Video:</b> <a href="#">Communication Cycle Example</a>  Classroom Discussion with practical examples and/or experiences	+ Introducing <b>LC Team Project</b> & Creation of teams
<b>Week 2 - Session 2</b>	Basics of Communication (contd.)	<b>Self-reflection Exercise:</b> Use the discussed model of communication to analyze a recent communication encounter you had. Sketch out the communication encounter and make sure to label each part of the model (communicators; message; channel; feedback; contexts etc).	
<b>Week 3 - Session 1</b>	Role of Non-verbal Communication	<b>YouTube Video:</b> <a href="#">The Exam   Mr. Bean Official</a> / Share the video-link of your favorite comedian's performance.  Classroom Discussion with practical examples and/or experiences	+ Introducing <b>Mini Film Festival</b> (with selected movies based on Living Conversations). Students will select only 2 movies for self-reflection exercise.

<b>Week 3 - Session 2</b>	Verbal & Non-verbal Communication (contd.)	<b>YouTube Video (optional):</b> <a href="#">12 Things That Ruin a First Impression Immediately</a>  <b>Self-reflection Exercise:</b> Observe while you converse with a family member/ close friend and notice his/ her verbal & non-verbal communication. Which positive/ negative signs do you notice?	
<b>Week 4 - Session 1</b>	Role of Body Language in Overall Communication	<b>YouTube Video:</b> <a href="#">Your body language may shape who you are   Amy Cuddy</a>  Classroom Discussion with practical examples and/or experiences (+ learning takeaways from the YouTube video)	+ Introducing <b>Coursera Course to audit</b> <a href="#">Speaking Skills for University Success</a> by University of California, Irvine
<b>Week 4 - Session 2</b>	Body Language and Overall Communication (contd.)	<b>Self-reflection Exercise:</b> <a href="#">The Secrets of Body Language Discovery Documentary</a> <small>(Students are NOT supposed to watch the whole documentary. For their convenience, as a team, they can watch 'in parts')</small> Identify any 2 examples you liked the most. Why did you choose them and what did you learn (with reference to Body Language) from them?	
<b>Week 5</b>	Global Guest Talk Event on 'Living Conversation' followed by a Discussion on Learning Takeaways		<b>+ Formative Feedback</b>
<b>Week 6 - Session 1</b>	Communication Goals (Initiating Communication, Feedback, Intentions and Results)	Share the video-link of an <b>advertisement</b> that you think is good enough to appeal to the customers and mention the reason(s) why it's successful.  Classroom Discussion with practical examples and/or experiences	
<b>Week 6 - Session 2</b>	Communication Goals (Initiating Communication, Feedback, Intentions and Results)	<b>Self-reflection Exercise:</b> Share the video-link of an <b>advertisement</b> that you think is NOT good enough to appeal to the customers and mention the reason(s) why it's NOT successful.	
<b>Week 7 - Session 1</b>	Setting Communication Goals & Avoiding Breakdowns (Creating Value in Conversations, Internal &	<b>YouTube Video:</b> <a href="#">YouTube Video - How miscommunication happens (and how to avoid it) - Katherine Hampsten</a>	

	External Factors Impacting Our Conversations)	Classroom Discussion with practical examples and/or experiences	
<b>Week 7 - Session 2</b>	Setting Communication Goals & Avoiding Breakdowns (Creating Value in Conversations, Internal & External Factors Impacting Our Conversations)	<b>Self-reflection Exercise:</b> Recall and share one of your conversations with family/ friends (that didn't go well as desired). What factors do you think were responsible for that? Analyze your communication encounter with similar breakdown/s as discussed during Week 7 - Session 1.	
<b>Week 8 - Session 1</b>	Setting Communication Goals & Avoiding Breakdowns (Creating Value in Conversations, Internal & External Factors Impacting Our Conversations)	<b>YouTube Video:</b> <a href="#">10 ways to have a better conversation   Celeste Headlee</a>  Classroom Discussion with practical examples and/or experiences	
<b>Week 8 - Session 2</b>	Setting Communication goals & Avoiding breakdowns (creating value in conversations, internal & external factors impacting our conversations)	<b>Self-reflection Exercise:</b> Think of ways how you could have handled an unpleasant communication encounter better.	
<b>Week 9</b>	Global Guest Talk Event on 'Living Conversation' followed by a Discussion on Learning Takeaways		<b>+ Formative Feedback</b>
<b>Week 10 - Session 1</b>	Communication Styles (Recognizing your style and the style of others)	<b>Group Brainstorming:</b> Think and discuss a real life scenario a teenager might encounter due to varied communication styles.  Classroom Discussion with practical examples and/or experiences.	
<b>Week 10 - Session 2</b>	Communication Styles (Recognizing your style and the style of others)	<a href="#">ONLINE QUIZ – Know Your Communication Style (optional)</a>  How can an improved communication style help in solving a communication issue? Share your thoughts with a real-time example/ experience.	

<b>Week 11 - Session 1</b>	Listening for Improved Understanding (Why is listening important? Active & Passive Listening)	Share a recent example of Passive OR Active Listening from your day-to-day life.  Classroom Discussion with practical examples and/or experiences.	
<b>Week 11 - Session 2</b>	Listening for Improved Understanding (Why is listening important? Active & Passive Listening)	<b>Self-reflection Exercise:</b> <a href="#">PODCAST: How To Become a Better Listener</a> OR <a href="#">PODCAST: How to Succeed at Active Listening</a> Listen to any one of the given podcasts. Identify and make a list of the tools and tips to practice Active Listening.	
<b>Week 12 - Session 1</b>	Voice Modulation (Role of Pitch, Pace, Tone, Pause and Silence) + Word Stress and Sentence Stress	Classroom Discussion with practical examples and/or experiences.	
<b>Week 12 - Session 2</b>	Voice Modulation (Using Pitch, Pace, Tone, Pause and Silence)	<b>YouTube Video (optional):</b> <a href="#">YouTube Video: Voice Training Exercise   Easy steps to improve the sound of your voice</a>  Record a video or audio "Thank You" note dedicating to your parents/ guardians/ friend to convey your heartfelt "Thanks" for all they have done for you. OR Read a news article of your choice practicing intonation. OR Recite a poem/ song as per the best of your abilities. OR Narrate a movie scene as your favorite RJ.	
<b>Week 13 - Session 1</b>	Cross-cultural Communication: navigating beyond boundaries (Developing greater sensitivity to cultural differences)	<b>YouTube Video:</b> <a href="#">HSBC Funny Culture ads ( Subway, Bart, Golf )</a>  Classroom Discussion with practical examples and/or experiences.	
<b>Week 13 - Session 2</b>	Cross-cultural Communication: navigating beyond boundaries (Developing greater sensitivity to cultural differences)	<b>YouTube Video (optional):</b> <a href="#">Gestures Around the World</a>  ' <b>Connect beyond borders</b> ': Connect with someone (other than your batch mates) who comes from a different cultural background and discuss his/ her cultural norms/ rituals/ traditions/ habits etc.	

<b>Week 14</b>	Discussion over students' progress in <b>LC Team Projects</b>	<b>+ Mega Quiz Proposed</b> (Coursera Course)
<b>Week 15</b>	Mentoring Week	SUMMATIVE ASSESSMENT – Team Project Submission and Presentation + EVALUATION AND FEEDBACK

**Important:** e-Portfolio must show a well-organized record (preferably in form of AUDIO/ VIDEO links) of the following pointers\*,

- (i) Learning Takeaway/s from Session 1 (in brief) + Self-reflections from Session 2
- (ii) Q and A entries from MFF (Mini Film Festival – minimum 2 Movies) + Q and A entries from GTE (2 Global Guest Talk Events)
- (iii) e-Journal (Process Book) of your Team Project (record of your weekly team meetings to accomplish LC Team Project)
- (iv) Any Additional Reflections\*\* (Your additional learning takeaways from the course/ How did the course help you change for the better as a communicator)

\*AUDIO/ VIDEO Response (only 2 to 3 min recording)

\*\*Optional

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