**Vivekanand Education Society’s Institute of Technology  
  
Subject: Professional Communication and Ethics - 2  
Semester V**

****

**Since 1962**

**Assignment 7**

**Department:** Artificial Intelligence & Data Science.

**Class & Div:** D11AD

**Subject Teacher:** Dr. Geeta Ajit

| Name of the Student: Yash Sarang | Roll No: 47 |
| --- | --- |
| Title: Interpersonal Skills | Assignment no.: 7 |
| Date of Submission: 17/10/22 |  |
| Signature: Dr. Geeta Ajit | GRADE: |

Report on your experience of working with your group on the following points:

**1. Leadership and Motivation**

As a collective, we began cooperating in July 2022. Along with the Deputy Leader, I spoke with the other team members and got to work as soon as possible. Each group member actively participated in the tasks and project activities. We gave each and every one a chance to step up and make decisions for the group.

After a certain amount of time, I observed that the whole group had started to cooperate with ease and were constantly motivating each other to manage difficulties. Allotting work and solving doubts helped me to improve my decision-making skills. As everyone was equally motivated to complete the given tasks, we were successful enough to work peacefully.

**2. Conflict Management and Negotiation**

As every single person has their own point of view, there were times when a conflict would arise regarding the work. So, the group members would try to put forward their opinions peacefully without any argument. We experienced Negotiation during our NGO search period.

Contacting the NGO and their managers, then pursuing them to arrange for a meeting and finalizing the Old Age Home which is suitable for everyone to reach helped us to negotiate better. As we arrived at the Old Age Home, we met with people who would not talk to us as a group but individually so we got divided and indulged in trying to bond with them. We, as a group, learned the importance of public speaking as well as convincing the other person to agree to the terms.

**3. Time Management**

Many of my teammates spent the entire term involved in extracurricular activities and council meetings. Each of us had to accordingly arrange our job activities and ensure that the work was completed. We learned the value of efficient work done in a short amount of time by visiting the Old Age Home and completing the chores on time.

The Old Age Home Project proved to be a valuable lesson for all of us because, although balancing our college schedules and the teaching hours was initially challenging, everyone gradually got used to the schedule.

**4. Assertiveness**

Being able to speak with people in a way that is delicate, respectful, and yet honest and straightforward. Being aggressive entails defending our rights, desires, and desires. Everyone accepted accountability for their own deeds and assigned work. The group did not observe acts of finger-pointing or indolent labor.   
 With feedback and observations, the team used role-playing to put what they had learned into practice. Prior to role-playing, it was crucial to allow us to build trust among the group members so that everyone felt comfortable participating and receiving helpful criticism.   
 After a long day of working on the final product, the team members would gather to share their experiences, and the emotions they felt while talking to the people and listening to their stories.

**5. Decision Making**

The group had to divide the process:-

● Identifying the decision to be made:-   
What are the particular tasks (e.g working on the database, their website, teaching the caretaker about the database) and how can all these be done effectively and in the given period of time.

● Brainstorm ideas about making those people smile

● Ways to try to be more interactive with them

● Plan the visit to the bank

● Instantaneous decision to celebrate Ms. Nilima’s Birthday.

We had to follow some strict protocols i.e no photos around insecure people, never talking about why they are there(in the Old Age Home). We had to follow all these steps accordingly to take any decision together as a group.

Examples - Selection of NGO, Mini Project Topic, Submission of group assignments on time, dividing the work as per the skills, etc.

**\*\*\*\*\***