**DAILY ASSESSMENT FORMAT**

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| **Date:** | **18-05-2020** | **Name:** | **Abhishek** |
| **Course:** | **TCS-ION CAREER EDGE** | **USN:** | **4al17ec001** |
| **Topic:** | Communicate to Impress  Deliver Presentations with ImpactDevelop Soft Skills for the Workplace | **Semester & Section:** | **6 & 'A'** |
| **Github Repository:** | **Abhishek-online-courses** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session** |
| **Report – Report can be typed or hand written for up to two pages.**  **Communicate to impress:**   * Types of Communication are Verbal, non verbal communication,visual and written. * verbal communication involves direct speaking ,writing or through phone call. * Non verbal communication involves facial expressions,paralanguage,gestures,posture,eye contact,appearance. * Barriers involved in communication are Physical, Cultural, Gender,Psychological,Language, Perceptual.   **Deliver Presentations with Impact :**   * Prepare less number of slides for presentation. * Jargon and slang should be avoided and background must be simple. * Use a single word or sentence and then elaborate as your present and use templates matching the need of the topic/subject. * Images speak louder than words. * The language used should be simple and understand by all. * End with a thank you slide, so that audience is aware that it is the end of session.   **Develop Soft Skills for the Workplace :**   * Soft skills are people skills that are difficult to quantify and measure. * Soft skills are Communication skills, Time Management, Self confidence, Business Etiquette, Goal setting, Team work. * These skills helps to maintain healthy relationship. * skills are acquired by improving the personality traits and learning new skills required. |
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| **Date:** | **18-05-2020** | **Name:** | **Abhishek** |
| **Course:** | **The Python Mega course: build 10 real world applications** | **USN:** | **4al17ec001** |
| **Topic:** | Basics, Datatypes, variables, dictionary. | **Semester & Section:** | **6 & 'A'** |
| **AFTERNOON SESSION DETAILS** | | | |
| **Image of session** | | | |
| **Report – Report can be typed or hand written for up to two pages.**  Introduction   * Course introduction * How to contact your instructor * The tools we need * python 3 and IDE   Small program   * First python program * Summary   Data types   * Variables * Integer ,string and float * List types * Ranges * Dictionaries | | | |