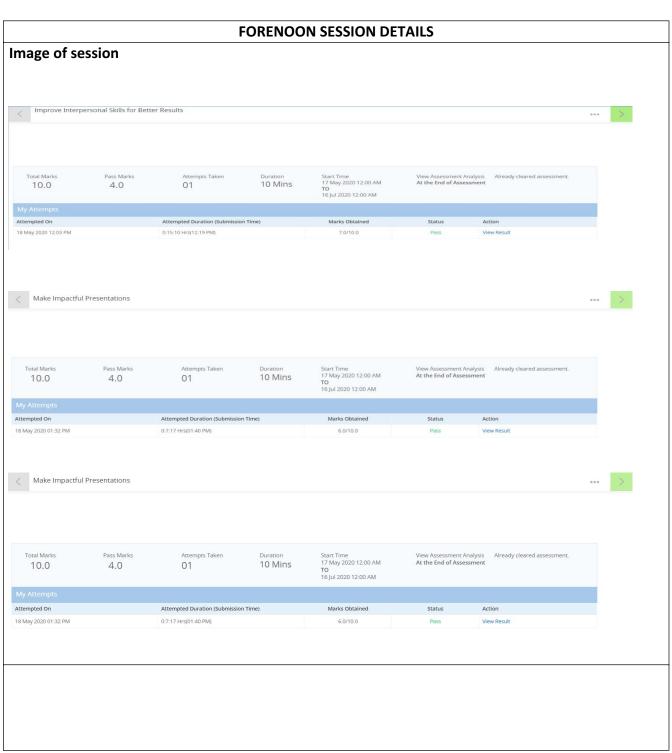
DAILY ASSESSMENT FORMAT

Date:	18/05/20	Name:	ARCHANA C J
TCSION	TCSION	USN:	4AL16EC007
Topic:		Semester &	8 th A
		Section:	
Github	ARCHANA C J		
Repository:			



Communicate to impress

- ➤ Importance of communication, process of communication, barriers of communication ,verbal and nonverbal communication.
- ➤ What is communication?, why should we communicate?
- Communication can be verbal, nonverbal, visual, written.
- ➤ Interacting with people from other countries: Greeting, Stereotyping, Behavior, gestures
- ➤ Barriers to communication-Phychological barriers
 - ✓ Retention capability
 - ✓ Inattentiveness
 - ✓ Status
 - ✓ Closed mind
 - ✓ Source of communication
- > Nonverbal communication
 - ✓ facial expression
 - ✓ paralanguage
 - ✓ gestures
 - ✓ Posture
 - ✓ Eye content
 - ✓ Appearance
- > Effective communication: DO
 - ✓ Maintain eye contact
 - ✓ Dress for occasion
 - ✓ Speak with clarity
 - ✓ Correct posture
 - ✓ Positive Gestures
- > Effective communication: Avoid
 - ✓ Checking your phone while conversing
 - ✓ Dressing shabbily

Deliver presentation with impact

Design effective PPTs, Make an effective presentation, Dos and don'ts in presentation skills

- > 5W's ✓ What ✓ Who ✓ Why ✓ Where ✓ When > A few image per slides > One thought per slide

 - > Effective use of quotations
 - Readable fonts
 - Avoid upper cases
 - Attractive slides
 - Use images to simplify content
 - > Background to be simple
 - Use visual aids
 - Formally dressed
 - Knowledge transfer
 - Team meeting
 - > Brain storming

Develop soft skills for the workplace

- > Importance of soft skills, Distinguish hard and soft skills
- ➤ Lack of soft skills
- ➤ Need for soft skills
- > Recognizing the need for soft skills

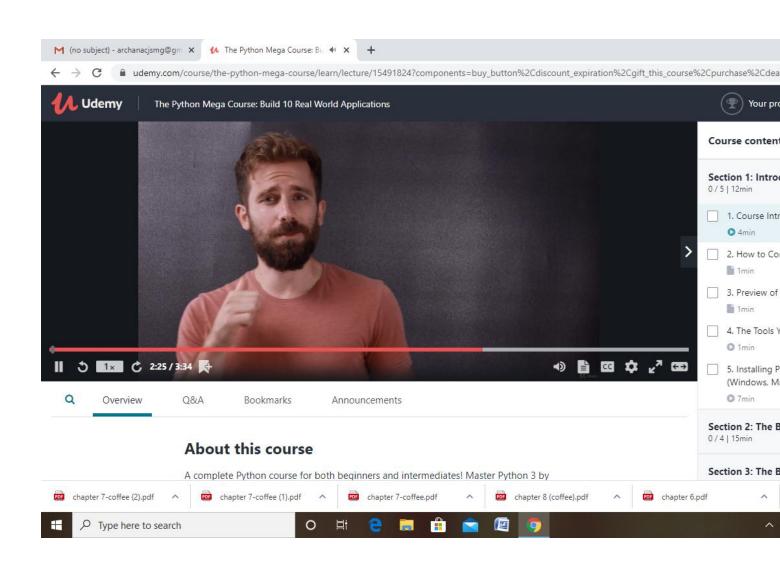
Importance of soft skill

Date:18/05/2020

Course: **USN:4AL16EC007** Semester & Section:8th Topic: Α

AFTERNOON SESSION DETAILS

Name: ARCHANA C J



Today they had explained the very basic of python. First they started with how to install python on windows and how to run. we need to install python3, which is a new version of the python and also we to install IDE visual to get outputs from python code. After installation we need to open cmd command window and we need to write python for windows or python3 if we get "<<" this symbol then python is installed in the system if not python is not installed. They also told about how to save files in python3 and they also explained about usage of python3.pgmname.py command which is used to execute the code. Python is a high-level, interpreted and object-oriented scripting language. Python is designed to be highly readable.It has fewer syntactical constructions than other languages.

- > Python is processed at runtime by the interpreter. It do not need to compile program before executing it.
- ➤ It supports Object-Oriented style or technique of programming that encapsulates code within objects.
- ➤ Python is derived from many other languages, including ABC, Modula-3, C, C++, Algol-68, Smalltalk, and UNIX shell and other scripting languages.
- ➤ It has few keywords, simple structure, and a clearly defined syntax. This allows a student to pick up the language quickly.
- > It can run on a wide variety of hardware platforms and has the same interface on all platforms.

Keywords and variables:

- ➤ Keywords are the reserved words in Python.
- ➤ We cannot use a keyword as a variable name, function name or any other identifier. They are used to define the syntax and structure of the Python language.
- ➤ Some keywords are class,break,del,if else, except

- ➤ Variables are containers for storing data values.
- ➤ Unlike other programming languages, Python has no command for declaring a variable.
- > A variable is created the moment when first assign a value to it.

Data types:

- ➤ Every value in Python has a data type. Since everything is an object in Python programming, data types are actually classes and variables are instance (object) of these classes.
- Few data types are str,int,float,complex,list,tuple,range,dict