

# TCISION softskills

communication involves

- Intonation
- Actions
- Body language
- Facial expression
- non-verbal communication devices

## Capital Asset Pricing model

communication: is an act of sending information from a one person to another.

Type :- verbal  
nonverbal  
visual  
written

## Types of Barriers to communication:

- ① physical ② cultural ③ Gender ④ Psychological ⑤ Language  
⑥ Perceptual

### ① Physical :-

- i) separation ii) Distance iii) Noise iv) Time

② Cultural : i) Greeting ii) stereotyping iii) Behavior iv) Gestures

③ Gender : men/women

④ Psychological : i) Retention capability ii) inattentiveness  
iii) status iv) closed mind  
v) Source of communication vi) Emotional  
vii) Attitude & opinion

⑤ Language :  
[ semantic  
Jargon  
Accent

⑥ Perceptual : is how we look at ~~the~~ surrounding from our own perspective

## Non-verbal communication

- ↳ facial Expression
- ↳ Paralanguage — { tone
- ↳ Gestures — { clarity
- ↳ Posture — { pace
- ↳ Eye-contact — { volume
- ↳ Appearance

## Python

There will be 10 interesting Python applications that we will build together in this course

- 1) command-line-based interactive english dictionary
- 2) web maps on the browser
- 3) Python Blocker of distracting websites
- 4) Portfolio website
- 5) Desktop Bookstore App
- 6) webcam motion Detector and plotter
- 7) web scrapping program
- 8) Data Visualizer on the Browser
- 9) web App with database Backend & email sending features
- 10) web App with Download - upload feature

→ Installation process of python and Visualstudio code IDE (windows, Mac, and Linux)

\* python programs are written in .py files

\* you can make a program that shows the current date & time

```
{ import datetime  
  x = datetime.datetime.now() } code  
  print(x)
```



## Effective presentation:- Day-2

TCS

S w's → what, who, where, when

Do's while making a presentation

Do's : Before presentation

- Arrive early
- Check seating arrangement
- keep prompt cards ready
- Proof read
- Have handouts ready

During presentation:

- maintain time
- Explain the points with anecdotes
- Be aware of your body language
- mention time to handle questions
- maintain eye contact.
- Use humor
- check on tone, pace & volume of your voice

Don'ts:

- Don't read directly from slides
- Don't use too much jargon
- Don't use too many shortcuts
- Don't have inappropriate pauses
- Don't be rooted to one place
- Don't Apologize unnecessarily.

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LAUNCH

TABLE OF CONTENT

COURSE INFORMATION

- ✓ Instructions
- ✓ + DAY 1: Communicate to Impress
- ✓ + DAY 2: Deliver Presentations with Impact
- ✓ + DAY 3: Develop Soft Skills for the Workplace
- ▶ DAY 4: Gain Guidance from Career Gurus
- + DAY 5: Write a Winning Resume and Cover Letter

