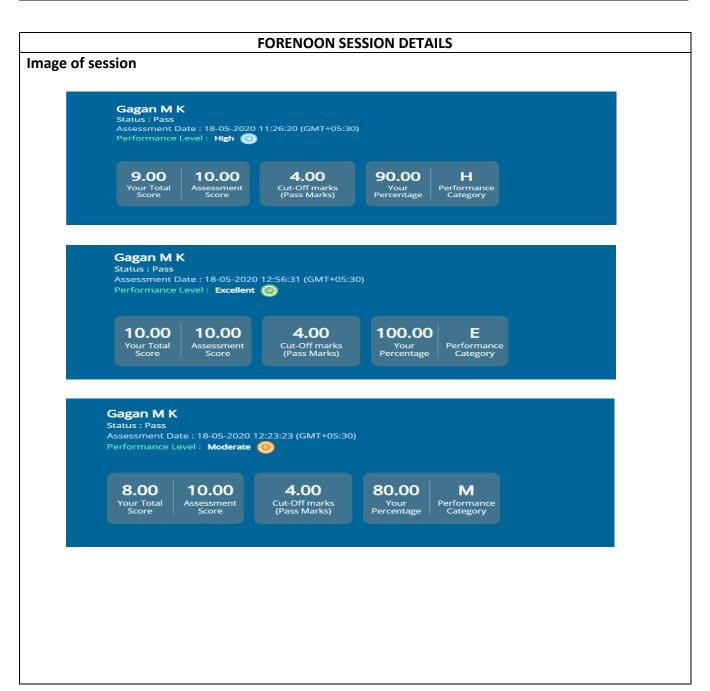
DAILY ASSESSMENT FORMAT

Date:	18 May 2020	Name:	Gagan M K
Course:	TCS-IONCAREEREDGE	USN:	4AL17EC032
Topic:	Communicate to Impress Deliver Presentations with Impact Develop Soft Skills for the workplace	Semester & Section:	6 th sem & 'A' sec
Github Repository:	Alvas-education-foundation/Gagan- Git		



Report – Report can be typed or hand written for up to two pages.

Communicate to Impress:

- Art of effective communication
- Barriers in communication
- Barriers, Distance, Time and Noise
- Language barriers are semantic, Jargon, Accent
- Paralanguage depends on tone, clarity, pace and volume
- Gestures are physical atoms which communicate with the onlooker
- Verbal and non-verbal communication
- Effective communication happens when there is both Verbal and Non-verbal communication

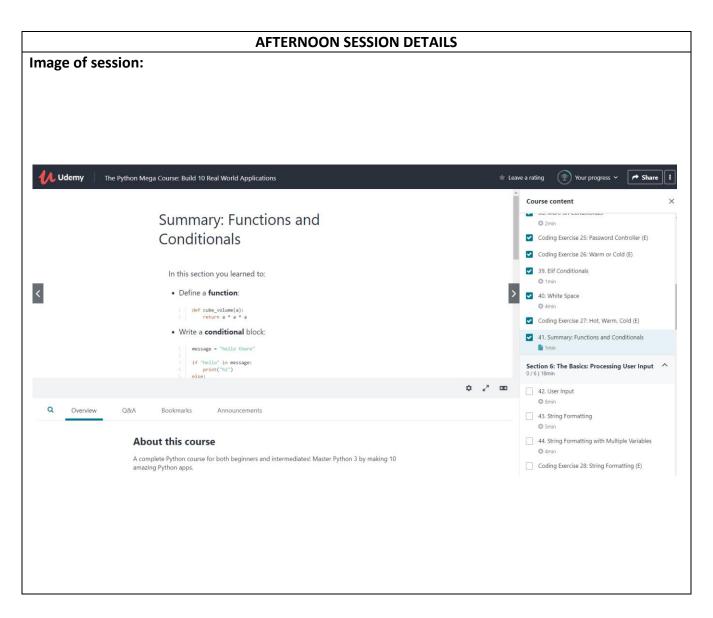
Deliver Presentations with Impact:

- Design effective PPT's
- Plan, Prepare, Practice before presentation
- Ask yourself 5 W's i.e. What, Who, Why, Where, When.
- Explaining about the slides
- do and don't while presenting
- Handling questions.
- Plan based on Audience, Purpose, Timeframe and Content.

Develop Soft Skills for the Workplace:

- Importance of soft skills
- Information on Acquiring soft skills
- Expressing Thoughts, work in a team, Interview handling, Ability to emphasize, Selfawareness, Learning and sharing, Good work ethics.

Date:	18 May 2020	Name:	Gagan M K
Course:	The Python Mega Course	USN:	4AL17EC032
Topic:	Introduction, The Basics: Small Program, The Basics: Data Types, The Basics: Operations with Data Types, The Basics: Functions and Conditionals	Semester & Section:	6 th sem & 'A' sec



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- Python 3 and the Visual Studio Code IDE is used in the videos, but you can use any IDE.
- The Python interactive shell (shown with >>>) is a quick way to execute Python code to see how it works.
- Python programs are written in.py files.
- You can make a program that shows the current date and time using these lines of code:

Basic Program in Python

```
>>> import datetime
>>> x = datetime.datetime.now()
>>> print(x)
```

Positive/Negative Indexes, Slicing:

In this section we have learned that:

Lists, strings, and tuples have a **positive index** system:

```
["Mon", "Tue", "Wed", "Thu", "Fri", "Sat", "Sun"]
0 1 2 3 4 5 6
```

And a **negative index** system:

```
["Mon", "Tue", "Wed", "Thu", "Fri", "Sat", "Sun"]
-7 -6 -5 -4 -3 -2 -1
```

• Functions and Conditionals:

```
def cube_volume(a):
    return a * a * a
Write a conditional block:
```

```
message = "hello there"

if "hello" in message:
    print("hi")
else:
    print("I don't understand")
```