**DAILY ASSESSMENT FORMAT**

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| **Date:** | 18-05-2019 | **Name:** | Jagadeesha Hegde |
| **Course:** | TCS-ION CAREER EDGE | **USN:** | 4AL17EC036 |
| **Topic:** | Communicate to impress  Deliver Presentations with ImpactDevelop Soft Skills for the Workplace | **Semester & Section:** | **6th A-sec** |
| **Github Repository:** | **Jagadeesha-036** |  |  |

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| **FORENOON SESSION DETAILS** |
| **Image of session** |
| **Report -**  **Communicate to impress**   * Communication is defined as it is an act of send information from 1 person to another. * 2 types of communication one is verbal and another is non-verbal. * Eg for verbal communication is direct speaking, writing speaking or through phone calls. * Eg for non-verbal communication is paralanguage, guesture, facial expressions. * Barriers in communication are physical, cultural, gender, psychological, language, perceptual.   **Deliver Presentations with Impact :**   * Do the presentation with few slides. * Use a single word or sentence and then elaborate as your present. * Jargon and Slang should be avoided. * Abbreviated words. Should be used only after using the full form for first time. * Use templates matching the need of the topic/subject. * Images speak louder than words. * Background to be simple. * 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.   Soft skills are acquired by improving the personality traits and learning new skills required. |

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| **Course:** |  | **USN:** | 4AL17ECP36 |
| **Topic:** |  | **Semester & Section:** | **6th A-ec** |
| **AFTERNOON SESSION DETAILS** | | | |
| **Image of session** | | | |
| **Report**   * Introduction to python and its origin. * Procedure to install python in mac and windows. * Python is the easiest programming language because user need not think about the syntax and it is simple. * Usage of variables and constants. * Operations on numbers based on precedence rule. * Python is a dynamically typed language. It doesn't know about the type of the variable until the code is run. * Casting is used to convert a variable value from one type to another. * String datatype is assigned to a variable by representing data with single or double quotes. * A list is a data structure in Python that is a mutable, or changeable, ordered sequence of elements. * A tuple is an immutable sequence of Python objects. Tuples are sequences, just like lists. * The differences between tuples and lists are, the tuples cannot be changed unlike lists and tuples use parentheses, whereas lists use square brackets. * Dictionary in Python is an unordered collection of data values, used to store data values like a map.   Python Dictionary are defined into two elements Keys and Values. Keys will be a single element. Values can be a list or list within a list, numbers, etc. | | | |