**DAILY ASSESSMENT FORMAT**

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| **Date:** | **18-05-2020** | **Name:** | **Pragati M Kundalkar** |
| **Course:** | **TCS ION CAREER EDGE** | **USN:** | **4AL17EC072** |
| **Topic:** | **Communication to impress**  **Deliver presentations with impact**  **Develop soft skills for the workplace.** | **Semester & Section:** | **6TH SEM**  **B-SEC** |
| **Github Repository:** | **Pragati-m-k** |  |  |

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| **FORENOON SESSION DETAILS** | | | |
| **Image of session**  C:\Users\User\Documents\TCS ASSESMEMT\Screenshot_2020-05-19-11-30-17-850_com.android.chrome.jpgC:\Users\User\Documents\TCS ASSESMEMT\Screenshot_2020-05-18-13-42-57-897_com.android.chrome.jpgC:\Users\User\Documents\TCS ASSESMEMT\Screenshot_2020-05-19-11-52-57-003_com.android.chrome.jpg | | | |
| **COMMUNICATE TO IMPRESS:**   * Communication involves intonation, body language, actions, facial expressions, non verbal communication devices. * There are two types in communication i.e., verbal and non verbal. * In the process of communication proper feedback is required. * The communication barriers which we have to take care i.e., physical, cultural, gender, psychological, language, perceptual. * Non verbal plays a very important role as in this what we say does not matter but how do we say matters. * There has to be synchronization between our expression and what we say, else people will subconsciously respond to the facial expression.   **DELIVER PRESENTATION WITH IMPACT:**   * Before preparing the presentation we have to consider 5W’s i.e., What, Who, Why, Where, When. * The required instruction we have to take care of is number of slides used should be minimum. * We need to use a single sub-topic in a single slide and using of single word or short sentences and then elaborate as we present. * We need to use simple language and have to make sure we should abbreviate the short forms. * Images speak louder than words. * Preparation before presentation should be taken care of i.e., making notes, practice the presentation, gather all materials and take feedback.   **DEVELOP SOFTSKILLS FOR THE WORKPLACE**   * Soft skills are people skills that are difficult to quantify and measure. * These skills help us to maintain healthy relationship. * Soft skills are the set personal qualities, attitudes and people skills. * The importance of softskills is that we can express thoughts, work in team etc. | | | |
| **Date:** | **18-05-2020** | **Name:** | **Pragati M Kundalkar** |
| **Course:** | **Python programming** | **USN:** | **4AL17EC072** |
| **Topic:** | **Introduction,basics:smallprogram,datatypes,operation with data types,functions and conditions,processing user inputs,loops,building a program** | **Semester & Section:** | **6TH SEM**  **B-SEC** |

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| **AFTERNOON SESSION DETAILS** |
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