**DAILY ASSESSMENT FORMAT**

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| **Date:** | 18-05-2020 | **Name:** | Sheela Golasangi |
| **Course:** | TCSION | **USN:** | 4AL16EC068 |
| **Topic:** | 1. Communicate to express  2.Deliver presentation with impact  3.Develop soft skills for workplace | **Semester & Section:** | VIII  ‘B’ |
| **Github Repository:** | Sheela Golasangi |  |  |

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| **FORENOON SESSION DETAILS** |
| **C:\Users\india\Pictures\Screenshots\Screenshot (17).pngC:\Users\india\Pictures\Screenshots\Screenshot (35).pngC:\Users\india\Pictures\Screenshots\Screenshot (30).png** |
| **Report – Report can be typed or hand written for up to two pages.**  The module gave the short data about the relational abilities and communication skills for how to talk with others. In these 3 modules we get the relational abilities, communication skills, how to do good presentation and soft skills. The meeting began with what correspondence includes that is the correspondence incorporates pitch, activity, non-verbal communication, outward appearance, Non-verbal correspondence is clarified. The module clarified about the significance of correspondence, procedure of correspondence, hindrance and utilization of interchanges. The standard meaning of correspondence was additionally clarified that is correspondence is a demonstration of sending data starting with one individual then onto the next individual. Also, sorts of correspondence were depicted that is correspondence was portrayed that is correspondence should be possible verbally, non-verbally, outwardly and composed. The procedure of correspondence is beiges actually with sender, got, encoder, channel, decoder and criticism. Certain contextual investigations are taken for instance and the circumstance is examination through different circumstance and thinking about different boundaries. Sorts of boundaries incorporates physical, social, sex, language, perceptual are clarified with models. Social berried incorporates conduct and motion, sex boundary separate between sex, perceptual obstruction incorporates status, demeanor and supposition. The module likewise portrayed about the language obstruction required between two distinct nations. Through non-verbal correspondence certain keystrokes are noted. Outward appearance, paralanguage, motion, act, eye to eye connection and appearance are the principle key strokes considered in non-verbal correspondence. This is gives us to overall structure of the communication and soft skill is very important. |