

# DAILY ASSESSMENT FORMAT

<b>Date:</b>	<b>04-08-2020</b>	<b>Name:</b>	<b>Sahana S R</b>
<b>Course:</b>	<b>Speak English Professionally: In Person, Online &amp; On the Phone</b>	<b>USN:</b>	<b>4AL17EC083</b>
<b>Topic:</b>	<b>Week 2</b>	<b>Semester &amp; Section:</b>	<b>6 SEM B SEC</b>
<b>Github Repository:</b>	<b>sahanasr-course</b>		

## AFTERNOON SESSION DETAILS

### Image of session

Speak English Professionally: In Person, Online & On the Phone > Week 2 > Basics of Meeting Online

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**Video Conferencing: Face to Face but Online**

- ▶ Video: Basics of Meeting Online 5 min
- 📖 Reading: Additional Resources 10 min
- ✅ Practice Quiz: Check Your Knowledge 2 questions

**Group Discussion Language**

- ▶ Video: Group Discussion Language 5 min
- ✅ Practice Quiz: Check Your Knowledge 4 questions

**Video Conference Role**

**Basics of Meeting Online**

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**During a video conference, you can...**

- share PowerPoint presentations
- share videos & documents
- record the meetings

2:02 / 5:16

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**Notes** [All notes](#)

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Speak English Professionally: In Person, Online & On the Phone > Week 2 > Group Discussion Language

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**Video Conference Role**

**Group Discussion Language**

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**Lesson 2: Group Discussion Language**

- Agree / Disagree
- Clarify
- Restate
- Take a Turn
- Show Interest

0:51 / 5:45

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