# Communication skills : Detailed Content & Execution Plan [Owner: Sriram & Kavita]

**Problem solving skills have to be complemented by good communication skills in order for a student to be able to perform well both in academic and professional pursuits.**

**It has been brought to our attention that many students, who are quite good with their academics and problem solving abilities, are not able to make an impression in interviews due to their sub optimal communication skills. In cases where they somehow manage to clear interviews, many are finding it tough to excel themselves in their professional set up due to the continued challenges around communication.**

**This intervention is hence focused on helping students fine tune their communication skills so that they have a better chance of excelling in their professional endeavors**

**Content:**

* Being a good listener
* 5 Cs of communication – Clarity, Completeness, Conciseness, Confidence and Conviction
* English is just a medium – not a lifeline
* Its ok not to know everything
* Importance of thinking aloud
* Open-mindedness in communication
* Non-verbal aspects of communication

**Execution plan:**

* Combination of lectures, videos, role plays and mock interviews to be used
* Targeted primarily at 2nd and 3rd year students
* High level content to be reviewed within alumni board group as well as faculty
* The overall program will be structured as a weekly 1 hour program for 16 weeks.