

Title of Lab exercise-II: Effective Use of Body Language in the Professional world

Objective of the exercise: To learn to use body language effectively in professional word to create a positive impact (During and after engineering study)

Preamble of the exercise: Your enthusiasm, attitude, and general personality are reflected to people around you through your body language, which acts as a window into your character. Positive nonverbal cues can help you become more approachable and build stronger relationships with coworkers at workplace.

Principle motive with this exercise is to help in Recognizing your body language patterns, learning to confidently interact with the people in the professional world and identify any obstacles that may be preventing you from being assertive to perceive in favourable manner.

Significance of Body language in building the perception: Body language is the use of physical behaviour, expressions, and mannerisms to communicate nonverbally, often done instinctively rather than consciously. Whether you're aware of it or not, when you interact with others, you're continuously giving and receiving wordless signals. All nonverbal behaviours like the gestures, posture, tone of voice, eye contact enhances and amplifies verbal messages and send strong signal about the intention and purpose behind the same. Most of time you are being watched than heard or listen very intentionally. This is to build the perception about attitude, mindset, approach, confidence, assertiveness, inquisitiveness, progressiveness and all other attributes those are demanded tangibly or intangibly for the growth professionally and personally too.

Ways to demonstrate positive/assertive body Language:

1. **Face Expression:** All emotions are being captured from Human face expression and hence referred as one of the most AGGRESSIVE forms of body language to express. Facial expression in tune with the content being conversed is assistive in reinforcing the faith about the content and behaviour as well. Mirroring facial expression is a key to ensure about meaningful engagement and feedback.
2. **Body movement:** an appropriate movement of body part asserts the intention and purpose of the communication or behaviour and confirms an impression of the trust.

3. **Posture and Gesture:** Open posture reflects the open mindness and adoptability /acceptability. Gesture helps in coordination of the content and feeling between the two parties. Appropriate gesture raises the affirmative signals and clears the intent behind the content or behaviour.
4. **Eye Contact:** Eye is the most expressive organ in the human body. Appropriate eye contact demonstrates the interest, trust and willingness in the conversation and behaviour pattern. Continuous contact (excessive/staring) is not assistive and may likely to exhibit the dominating approach.
5. **Space:** adequate physical space during the conversation builds a mental comfort and helpful in the exploration of body language in more engaging manner.
6. **Voice and Tone:** What you say matter but how do you say or express is more appealing in the constructive behaviour pattern. Appropriate voice modulation in sync with the body language is a key to ensure you are not only heard but listened too.
7. **Body movement:** Steady, calm and composed body language in the interaction is more engaging than some dramatic movement which spoils the spirit of interaction by portraying dominance or over confidence.

Apart from above mentioned guidelines, unnecessary head nods, eyebrow raising, fake and synthetic expression and smile, louder expression needs to be avoided in view of an effective interaction and subsequent benefits in the professional world.

Guidelines for the conduct of the exercise:

1. This exercise to be performed in group.
2. List down assistive body language traits towards effective interaction at workplace.
3. Demonstrate/exemplify the learned body language attributes in a group.
4. Discuss the effectivity of the exercised body language attributes.
5. Summarize the learning and outcome of this exercise with an appropriate brief writeup with above mentioned guideline points.

CO-PO Mapping strength and Justification:

CO	PO	CO-PO mapping strength	Mapping Justification
Demonstrate an effective use of body language	PO 09	3	Exercise to learn and demonstrate the use of assertive body language towards building fruitful interaction and relations in the professional world supports in team building and leadership (PO 09), ability to communicate effectively (PO 10) and ability to maintain and strengthen professional and personal relationship throughout work tenure (PO 12). This justifies strong mapping with PO 09, PO 10 and PO 12.
	PO 10	3	
	PO 12	3	

Evaluation Guidelines/Parameters:

1. Individual evaluation.
2. Understanding the assertive body language attributes.
3. Demonstration of the body language in a group.
4. Brief report on student's exercise.

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