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CSE 5<sup>th</sup> semester

Communication skills for professionals (Practical file)

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# Aim (1): Reading Comprehension

Theory:

## Definition:

Reading comprehension is the level of understanding of a text/message. This understanding comes from the interaction between the words that are written, and how they trigger knowledge outside the text/message. Comprehension is a "creative, multifaceted process" dependent upon four language, skills, syntax, phonology and semantics.

**Reading comprehension** is the ability to process text, understand its meaning, and to integrate with what the reader already knows. Fundamental skills required in efficient reading comprehension are knowing meaning of words, ability to understand meaning of a word from discourse context, ability to follow organization of passage and to identify antecedents and references in it, ability to draw inferences from a passage about its contents, ability to identify the main thought of a passage, ability to answer questions answered in a passage, ability to recognize the literary devices or propositional structures used in a passage.

Determine its tone, to understand the situational mood (agents, objects, temporal and spatial reference points, casual and intentional inflections, etc.) conveyed for assertions, questioning, commanding, refraining etc. and finally ability to determine writer's purpose, intent and point of view, and draw inferences about the writer (discourse-semantics).

Ability to comprehend text is influenced by readers' skills and their ability to process information. If word recognition is difficult, students use too much of their processing capacity to read individual words, which interferes with their ability to comprehend what is read. There are many reading strategies to improve reading comprehension and inferences, including improving one's vocabulary, critical text analysis (intertextuality, actual events vs. narration of events, etc.) and practicing deep reading.

**Conclusion:** Reading Comprehension concept is studied successfully.

# Aim (2): Listening Comprehension

Theory:

## What is listening?

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Listening differs from obeying. A person who receives and understands information or an instruction, and then chooses not to comply with it or not to agree to it, has listened to the speaker, even though the result is not what the speaker wanted. Listening is a term in which the listener listens to the one who produced the sound to be listened. A Semiotician, Roland Barthes characterized the distinction between listening and hearing. "Hearing is a physiological phenomenon; listening is a psychological act." We are always hearing, most of the time subconsciously. Listening is done by choice. It is the interpretative action taken by someone in order to understand and potentially make meaning of something they hear.

## How does one listen?

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According to Roland Barthes, listening can be understood on three levels: alerting, deciphering, and an understanding of how the sound is produced and how the sound affects the listener.<sup>[7]</sup>

*Alerting*, being the first level is the detection of environmental sound cues. This means that certain places has certain sounds associated with them. This is best explained using the example of someone's home. Their home has certain sounds associated with it that makes it familiar and comfortable. An intrusion, a sound that is not familiar (e.g. a squeaking door or floorboard, a breaking window) alerts the dweller of the home to the potential danger.

*Deciphering*, the second level, describes detecting patterns when interpreting sounds. An example of this level is that of a child waiting for the sound of his mother's return home. In this scenario the child is waiting to pick up on sound cues (e.g. jingling keys, the turn of the doorknob, etc.) that will mark his mother's approach.

*Understanding*, the third level of listening, means knowing how what one says will affect another. This sort of listening is important in psychoanalysis, the study of the unconscious mind. Barthes states that the psychoanalyst must turn off their judgement while listening to their patient in order to communicate with their patient's unconscious in an unbiased fashion. This is the same way that listeners must turn off their judgment when listening to other.

All of the three levels of listening function within the same plane, and sometimes all at once. Specifically the second and third levels, which overlap vastly, can be intertwined in that obtaining, understanding and deriving meaning are part of the same process. In that the child, upon hearing the doorknob turn (obtaining), can almost automatically assume that someone is at the door (deriving meaning).

**Conclusion:** Listening comprehension concept studied successfully.

## Aim (3): Vocabulary Building

Theory:

**Vocabulary building** is simply a matter of reviewing the words regularly until you fix them in your memory. This is best done by setting aside a specific amount of time each day for **vocabulary** study.

Some Words I recently learned:

Adept: Genius	Weired : Ghostly
Timid: Afraid	Idle: Dead
Incense: Anger	Apex: Climax
Diligent: Careful	Accuse: Blame
Clinch: Secure	Access: Approach
Abide: Bear	Tepid: Slightly warm
Snigger: Laugh	
Dwell: Settle	

**Conclusion:** Vocabulary building by some new word is successfully done.

## Aim (4): Reading the story, “The Black Sheep”

**Theory:**

The Black Sheep

There was a country where they were all thieves.

At night everybody would leave home with skeleton keys and shaded lanterns and go and burgle a neighbour's house. They'd get back at dawn, loaded, to find their own house had been robbed.

So everybody lived happily together, nobody lost out, since each stole from the other, and that other from another again, and so on and on until you got to a last person who stole from the first. Trade in the country inevitably involved cheating on the parts both of buyer and seller. The government was a criminal organization that stole from its subjects, and the subjects for their part were only interested in defrauding the government. Thus life went on smoothly, nobody was rich and nobody was poor.

One day, how we don't know, it so happened that an honest man came to live in the place. At night, instead of going out with his sack and his lantern, he stayed home to smoke and read novels.

The thieves came, saw the light on and didn't go in.

This went on for a while: then they were obliged to explain to him that even if he wanted to live without doing anything, it was no reason to stop others from doing things. Every night he spent at home meant a family would have nothing to eat the following day.

The honest man could hardly object to such reasoning. He took to going out in the evening and coming back the following morning like they did, but he didn't steal. He was honest, there was nothing you could do about it. He went as far as the bridge and watched the water flow by beneath. When he got home he found he had been robbed.

In less than a week the honest man found himself penniless, he had nothing to eat and his house was empty. But this was hardly a problem, since it was his own fault; no, the problem was that his behaviour upset everything else. Because he let the others steal everything he had without stealing anything from anybody; so there was always someone who got home at dawn to find their house untouched: the house he should have robbed. In any event after a while the ones who weren't being robbed found themselves richer than the others and didn't want to steal any more. To make matters worse, the ones who came to steal from the honest man's house found it was always empty; so they became poor.

Meanwhile, the ones who had become rich got into the honest man's habit of going to the bridge at night to watch the water flow by beneath. This increased the confusion because it meant lots of others became rich and lots of others became poor.

Now, the rich people saw that if they went to the bridge every night they'd soon be poor. And they thought: 'Let's pay some of the poor to go and rob for us.' They made contracts, fixed salaries,

percentages : they were still thieves of course, and they still tried to swindle each other. But, as tends to happen, the rich got richer and richer and the poor got poorer and poorer.

Some of the rich people got so rich that they didn't need to steal or have others steal for them so as to stay rich. But if they stopped stealing they would get poor because the poor stole from them. So they paid the very poorest of the poor to defend their property from the other poor, and that meant setting up a police force and building prisons.

So it was that only a few years after the appearance of the honest man, people no longer spoke of robbing and being 24 The Black Sheep robbed, but only of the rich and the poor; but they were still all thieves. The only honest man had been the one at the beginning, and he died in very short order, of hunger.

**Conclusion:** Reading story "The Black Sheep".

## Aim (5): Converting the black sheep into a play

### Theory:

Narrator: Once upon a time there was a country where they were all thieves. The government was a criminal organizations. So everybody At night planned to burgle a neighbour's house . This was the daily routine of citizens of this country.

Everyone was happy with this & they all were having a good life. Now let's have a look at conversation of thieves Nabeel & Rahul .

Rahul: Hi! Nabeel how are doing ?

Nabeel : I am doing well what about you?

Rahul : I am having a great day , last night I got jackpot.

Nabeel : Jackpot? What do you mean by a jackpot?

Rahul : Last night I robbed a grocery shop owner . I got a lot of cash from his shop.You tell how was your night?

Nabeel : Mine was okay but not as good yours . I guess now we should leave & take some rest for today's night

Rahul : Yeah , You are right. Let's go.

Narrator: One day an honest man came to live in the place & used to stay at home during nights. Let's find out what happen next morning . Thieves Mudit , Nabeel and Rahul having a discussion.

Nabeel : Hey ! Mudit where you have been now days we haven't mat since 5 days.

Mudit : I actually was busy in my family issue.

Nabel : Oh I see.

Mudit : and how is your going

Nabel : mine work is going preety well oh let's have a look here come our jackpot boy.

Mudit : Hey Rahul why are you looking upset.

Rahul : An honest man has came to our country & he was at his home all night so, I was unable to rob that night .

Mudit : It's okay don't worry . Tommorow will be your day.

Narrator : After 1 week

Rahul : Mudit & Nabeel what have gone wrong with you guys why you are making so dull faces.

Mudit : Do you remember the honest man?

Rahul : Yes !

Mudit : He used to stay at home last nights.

Nabbel : Yes this is our problem.

Rahul : It seemed a big problem to our routine.

Nabeel : Yes , we won't bear such kind of behaviour in our country. Let's go to honest man house & discuss the matter.

Rahul & Mudit : Yes , let's go.

Mudit : Hey neeraj came out we want to talk to you.

Neeraj : What happens What's the matter?

Nabeel : What's the matter ? Don't you really know what you have did to country ?

Neeraj : My pardon , I still didn't get what you guys are talking about?

Rahul : You used to stay at home during nights cause of which we were unable to rob your house.

Neeraj : Why would I let you guys robbed my house .

Mudit : Because this is how we did it here. These are the rules to line in this country.

Neeraj : If that is so, then I would leave my house during nights but I won't rob anyone house.

Nabeel : That's your choice what you do all nights . What we want is to get you out of the house during nights .

Neeraj : Okay, I will leave my house during nights.

Narrator : The guy's where house wasn't robbed by honest man start's becoming rich & a gap of rich & poor has evolved in the country which was not found a long time back.

So few thieves became rich & few became poor. Let's see what happen next ?

Mudit : Rahul & Nabeel "I have a job for you".

Rahul : What job ?

Mudit : Since , I have a lot money now so I don't need to rob anymore I want you guys to guard my money .

Nabeel : What will we get by protecting your house ?

Mudit : I would paid you salary per month .

Rahul : Okay that's fine . We guys too need a job right now .

Nabeel : Thanks for offering a job.

Narrator : As the day passed by the gap between rich and poor became must wider .So the rich of the country appealed government to stop this robbery trend & to make prisons for the thieves.

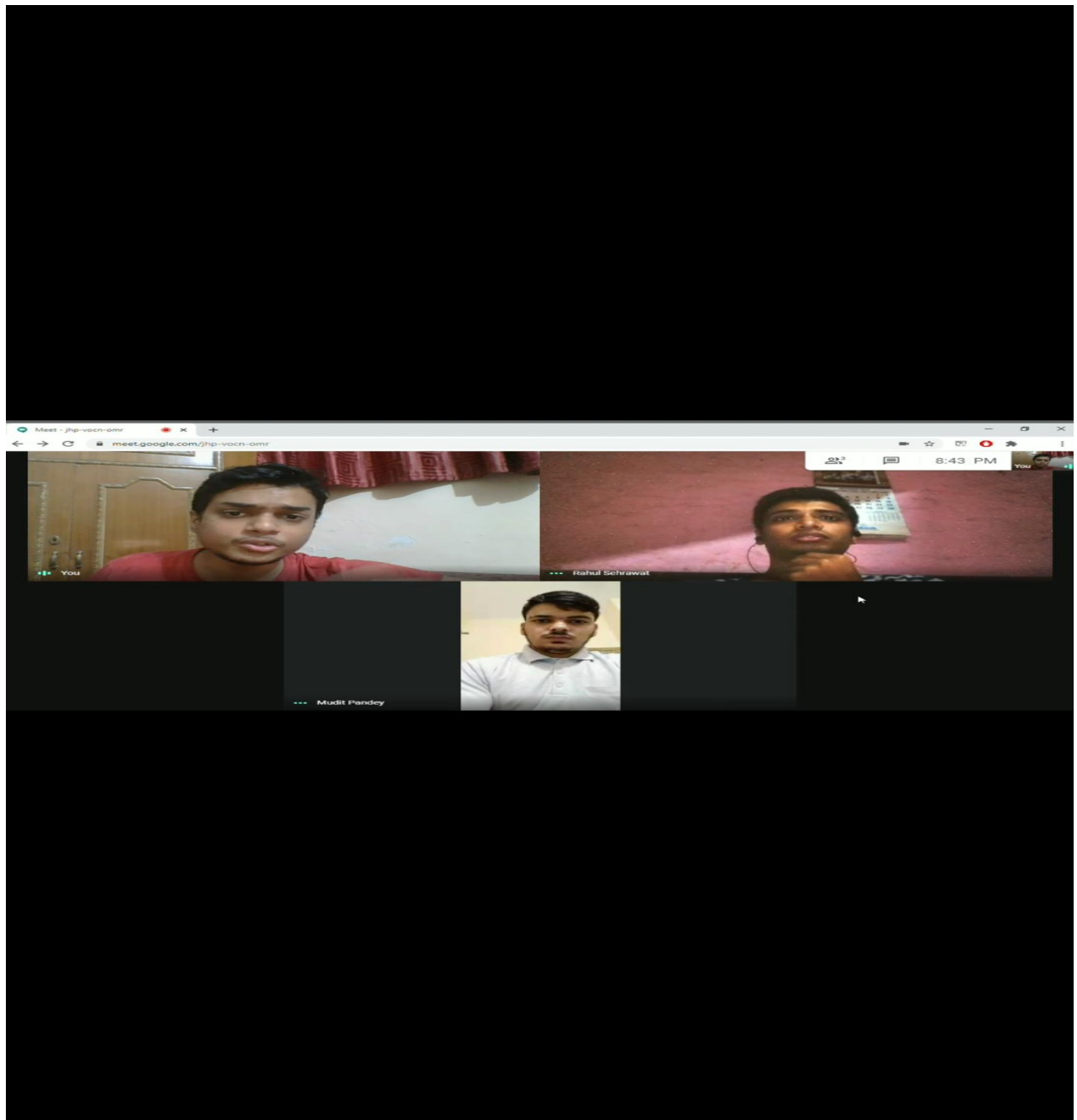
So this is how a good person has changed the system of the whole country.

**Conclusion:** Converting the black sheep into play is successfully done.

## Aim (6):Enacting the play and video graphing it

**Theory :**





**Conclusion:** Enacting the play and video graphing is done.

**Aim (7):** Watching the plays and Evaluation

**Theory :**



**Conclusion:** Watching the plays and evaluation.

## Aim (8): Curriculum Vitae

**Theory:**

### Curriculum Vitae

#### Rahul

Student B.tech(CSE)

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#### Academic Details:

Course	Board/University	Percentage	Year of Passing
12th	CBSE	83.6%	2018
B.tech	GGSIPO	75.9%	Pursuing

#### Additional academic details

Course	Board/university	Percentage of marks	Year of Passing
HTML,CSS	Sololearn	Completed	2018
Introduction to c++	NPTEL(IIT Bombay)	94%	2020
Responsive Web Design	FreeCodeCamp.org	Completed	2020

#### Other Academic Qualifications

## **Work Experience**

- 1.) 1 year experienced Web Developer
- 2.) Worked 3 Months as Campus Ambassador at IMUN
- 3.) Worked as a coordinator in College Tech Fest(INCEPTUM)

## **Internships**

- 1.) In (Website Design) at Internship Studio

## **Projects**

Resume website at <https://ResumeWebsite.rahulsehrawat1.repl.co>

## **Skills**

- 1.) C/C++
- 2.) HTML, CSS
- 3.) Microsoft office
- 4.) linux(Ubuntu)

<b>Languages known:</b>	<b>read</b>	<b>write</b>	<b>speak</b>
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- |             |     |     |     |
|-------------|-----|-----|-----|
| 1.) English | yes | yes | yes |
| 2.) Hindi   | yes | yes | yes |

## **Achievements**

- 1.) Secure 2<sup>nd</sup> rank at Coding Club competition (Pachim Vihar)
- 2.) National level Thai Boxing Player

## **Hobbies**

- 1.) Coding

- 2.)Reading
- 3.)Gardening

## Personal Details

Permanent Address	House no, 263 village bakkarwala New delhi 110041
Gender	Male
Nationality	Indian
Date of Birth	12 <sup>th</sup> October, 1999

## References:

- 1.)Dr. Sushil Kumar (Department of Computer Science) Assistant Professor at GB pant Govt. Engineering college
- 2.) Mr. Joshil Abraham (Communication skills for professionals),Assistant Professor GB Pant Govt. Engineering college

## Declaration

I hereby declare that the above-mentioned facts are true to the best of my knowledge

New Delhi

**RAHUL**

Date :

**Conclusion:** Curriculum Vitae is done successfully.

## Aim (9): Group Discussion

**Theory:**

**Definition:**

A **discussion group** is a group of individuals, typically who share a similar interest, who gather either formally or informally to discuss ideas, solve problems, or make comments.

**Topic:**

**Farmer protest keypoints ->**

**What does the government say?**

**What do farmers fear?**

**What are the provisions under the new laws?**

**What's the road ahead?**

**Conclusion:** Group Discussion is done successfully.

**Aim (10): Translation of story from Hindi to English**

**Theory:**

2018	APRIL
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Amid Pandey  
40220902718  
Group no. 9  
Story no. 14

March 2019

Monday 25

### To Hang the Birds

In the laps of Kundra mountain, Tojo mountain and other mountain gods is a village named "Bhandra". To the east lay forests; to the west, 'Tajna' river; to the north, "Udih" river and to the south lies Tajna river and Schemutu - Kisirkda village. Mohawatdi, Phukalteli, Chanditeli, Kudateli and Bhagta Mohawatdi are the five hamlets of this ~~area~~ caprice. In the middle lies place like 'Perigudi', Buri - Jkin, Mandra Buri, Chandipadi, Jayar, Petauli, Talujayan, Akhoda and Crematid ground.

Once upon a time this village used to be the capital of some king and his store house. That place used to be called 'Bhandar Koda'. But now, neither the capital is there nor the store house. The village got its name as 'Bhandra' after the store house. Similarly, this place has been historically significant from its political, economical, societal, cultural and religious viewpoint.

The various seasons come and go in this village. Similarly, the different festivals bring forth happiness and exaltations. To help with these festivities, people were allotted jobs. For the post of king, the land allotted is called as 'Rajhig' or 'Raja Khet'.

Angle of Incidence = Angle of Reflection  $\therefore$  (2)

In similar way the villagers spend their idle hours.  
Sleeping ~~cum~~ together & find some married  
bedrooms. There is not any last descendant  
Once upon a time in winter houses built  
thatched for one week. As various years little  
boys made huts using straw, toilet, by  
hanging spoons. After make huts  
change it gently washed on stone - to  
one wash school.

In evening, All boys make their share blue. Some of them collect dry sticks.

Some're "Smoking". So old Spooking feeling bad  
in old, But is engaged in making those with parties.  
e Hous looks like dying of old!  
D.L.B. - Love with a little bit of love.

But Boys busy with a fair.  
Everyone went home to feed a few sheep  
and morning everyone worn "Duni" During  
grazing hour they started "Laba"  
We take cow only at home very satisfied  
for the soil it.

Frank Surot they kept Gun-balls "inside  
the house - they exchange security with  
these liberals.

In evening all boys rapidly made must above at one place.

Some among them collect dry sticks for fire. And some men up with the lava.

In Broken pot pieces & home oil apply  
On bottles prepare hot lava <sup>coals</sup>  
futhal, Duroon & Dou in their  
respective mud above. The night is  
about to come then have people  
shouted said "Aa Ga Bahe, Jih  
Khat Khare! Ma to him ab so  
the hi" said persons shouted  
continuously said "Jih hand mei  
Khare-phe tak Bhulke kal-phe  
Joone zyaa lag the hi."

But boys they in making lava.  
Night happened, Blast & Frost afternoon  
happened. Lava was made. Everyone  
was going to home for food & got  
some sleep.

Next Morning, Everybody wake up  
to warm blood for fire to  
check lava. During examine whole  
day got sunlight. Boys graze  
lows & buffaloes said "hey you  
have big geyso tho zald the ghas to

George: "offense" "savage?" "yes friends  
as they whispered among themselves.  
everyone thinks that "with the  
Lewingtons happened? And some hold"  
"Only to whom like not to like?"  
you: "if our first reached on the  
I would shut down forcefully  
Perry said they think more for  
strongly approved, so that offra  
at the evening happened. Little  
did on any other path but way  
on its door."

Before sunset boys were come  
downed their houses. At sunset  
all come inside the house.  
Then they all ready with their  
skirt. They look here and  
there where was coffee eaten  
but coffee not where suspected &  
next things to not proper vision  
rod on earth.

They sit here and there do  
the catch up the "Aa mite yellow"  
Someone said & shaded, "Vo  
clothes, look like shi h."



Ansh Kumar  
 09620902718  
 Group - 3

Story - 14  
 Date / /  
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After some time, they all came out from the forest. People who climbed on the trees and some villagers who were roaming here and there in the forest gathered in the village to make some solution over this.

Now, All villagers were thinking how to get rid off from the tiger's attack. Many suggestions were given by the villagers and some of the suggestions were like to hunt the tiger, as we need some more people's help from other villages but the Langya master said to take help from the police because they were loaded with pistols, guns and other armed forces which helps to kill the tiger.

Two police officers were assigned for the tiger hunting. Now, the day came tiger we sat in the attacking position behind the tree pattern and some people pointed out the position and police fired the bullet but nothing happened. Again tiger hunted people in large number.

Kapil Verma  
 [40920902711]  
 Group - 3, Story no - 14

DAY  
 DESTA VERMA

So, In order to celebrate their gods, Pahan worshipped for a week. Everyone was excited about this prayer. After that, they all were ready to celebrate their annual festival ("Maggi") so all of them started preparing for that.

After this festival "Phalgun" (Feb-March) month came and winters ended up and summers are here.

Every morning, all the villagers used to go to field with their plough and for hunting in afternoon. They used to hunt for birds, rabbits etc in but after that they never saw any tiger in that forest. Perhaps, the tiger had leave that forest or it was really a form of some forest god, but after that there was no fear of any such thing in the villagers and now they used to do their daily routine fearlessly.

**Conclusion:** Translation of story from Hindi to English.