

GROUP DISCUSSION



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Unit 6 – Group Discussion

Subject: Employability Skills

Subject Code: 5193302

Program: Integrated Master of Computer Application (4 Years)

Semester: 5

Credits: 2

Contact Hours: 2 hours per week / 30 hours per Semester

Course Learning Objective of IMCA

- The learning objectives of an Integrated Master of Computer Application (IMCA) program focus on developing a comprehensive understanding of computer science and its applications. Students gain knowledge in programming, software development, database management, networking, and other core areas of computer science. The program also aims to equip students with problem-solving, analytical, and communication skills, preparing them for various IT-related roles.
- An Integrated Master of Computer Application (IMCA) program aims to equip students with a strong foundation in computer science, software development, and related fields. Key learning outcomes typically include the ability to apply computing knowledge, analyze problems, design solutions, and utilize modern tools and technologies. Graduates are also expected to be lifelong learners, understand ethical considerations, and be able to communicate effectively.

WHAT IS GROUP DISCUSSION

- ❖ A GD is a methodology used by an organization to gauge whether the candidate has certain personality traits and/or skills that it desires in its members.

PERSONALITY TRAITS

- ❖ Ability to work in a team
- ❖ Communication skills
- ❖ Reasoning ability
- ❖ Leadership skills
- ❖ Initiative
- ❖ Assertiveness
- ❖ Flexibility
- ❖ Creativity
- ❖ Ability to think on ones feet



TYPES

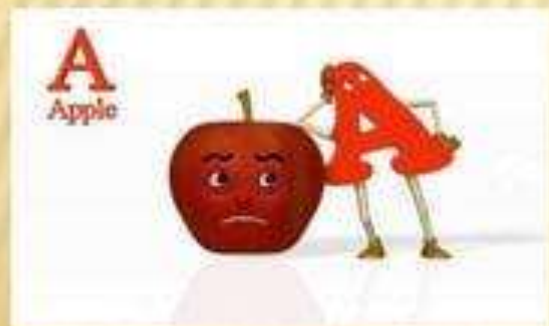
- ❖ Factual Topics



- ❖ Controversial Topics



- ❖ Abstract Topics



WHY DO WE HAVE GD?

- ❖ understand a subject more deeply
- ❖ improves your ability to think critically
- ❖ solving a particular problem
- ❖ group to make a particular decision
- ❖ chance to hear other students' ideas
- ❖ improves your listening skills
- ❖ increases your confidence in speaking
- ❖ change your attitudes

WHAT SKILLS ARE JUDGED IN GROUP DISCUSSION?

- ❖ How good you are at communication with others
- ❖ How you behave and interact with group
- ❖ How open minded are you
- ❖ Your listening skills
- ❖ How you put forward your views
- ❖ Your leadership and decision making skills
- ❖ Your analysing skills and subject knowledge
- ❖ Problem solving and critical thinking skills
- ❖ Your attitude and confidence

STRATEGIES FOR IMPROVING GD SKILLS

- ❖ **Observe**
- ❖ **Practice**
- ❖ **Participate**

Attend as many seminars and notice what other students do. Ask yourself:

- How do other students make critical comments?
- How do they ask questions?
- How do they disagree with or support arguments?
- What special phrases do they use to show politeness even when they are voicing disagreement?
- How do they signal to interrupt, ask a question or make a point?

DO'S

- ❖ Be as natural as possible
- ❖ A group discussion is your chance to be more vocal
- ❖ Take time to organize your thoughts
- ❖ Seek clarification
- ❖ Opening the discussion is not the only way of gaining attention and recognition
- ❖ Your body language says a lot about you



DO'S

- ❖ Be assertive not dominating
- ❖ Always be polite

Try to avoid using extreme phrases like:
'I strongly object' or 'I disagree'.

Instead try phrases like:

'I would like to share my views on...' or 'One difference between your point and mine...'
or "I beg to differ with you"

- ❖ Brush up on your leadership skills

Motivate the other members of the team to
speak



DO'S

- ❖ Apart from the above points, the panel will also judge team members for their alertness and presence of mind, problem-solving abilities, ability to work as a team without alienating certain members, and creativity.



DON'TS

- ❖ Lose your temper. A discussion is not an argument.
- ❖ Shout.
- ❖ Use too many gestures when you speak. Gestures like finger pointing and table thumping can appear aggressive.
- ❖ Dominate the discussion. Confident speakers should allow quieter students a chance to contribute.



DON'TS

- ❖ Draw too much on personal experience.
- ❖ Interrupt. Wait for a speaker to finish what they are saying before you speak.



HOW TO FACE GD?

A group discussion consists of:



- ❖ Communication Skills
- ❖ Knowledge and ideas regarding a given subject
- ❖ Capability to co-ordinate and lead
- ❖ Exchange of thoughts
- ❖ Addressing the group as a whole
- ❖ Thorough preparations

TIPS

- ❖ Initiation Techniques
- ❖ Body of the group discussion
- ❖ Summarization/ Conclusion

GD TIPS - INITIATION TECHNIQUES

- ❖ **Initiating a GD is a high profit-high loss strategy.**



- When you initiate a GD, you not only grab the opportunity to speak, you also grab the attention of the examiner and your fellow candidates.
- If you can make a favourable first impression with your content and communication skills after you initiate a GD, it will help you sail through the discussion.

GD TIPS - INITIATION TECHNIQUES

- ❖ But if you initiate a GD and stammer/ stutter/ quote wrong facts and figures, the damage might be irreparable.



- ❖ If you initiate a GD impeccably but don't speak much after that, it gives the impression that you started the GD for the sake of starting it or getting those initial kitty of points earmarked for an initiator!
- ❖ When you start a GD, you are responsible for putting it into the right perspective or framework. So initiate one only if you have in-depth knowledge about the topic at hand.

GD TIPS - BODY OF THE GROUP DISCUSSION

❖ Different techniques to initiate a GD and make a good first impression:

- i. Quotes
- ii. Definition
- iii. Question
- iv. Shock statement
- v. Facts, figures and statistics
- vi. Short story
- vii. General statement

GD TIPS - SUMMARIZATION/ CONCLUSION

- ❖ Most GD do not really have conclusions. A conclusion is where the whole group decides in favor or against the topic.
- ❖ But every GD is summarized. You can summarize what the group has discussed in the GD.

KEEP THE FOLLOWING POINTS IN MIND SUMMARIZING A DISCUSSION:

- ❖ Avoid raising new points.
- ❖ Avoid stating only your viewpoint.
- ❖ Avoid dwelling only on one aspect of the GD.
- ❖ Keep it brief and concise.
- ❖ It must incorporate all the important points that came out during the GD.
- ❖ If the examiner asks you to summarize a GD, it means the GD has come to an end.
- ❖ Do not add anything once the GD has been summarized.

THANK YOU

