



# POORNIMA

## COLLEGE OF ENGINEERING

Promoted by Shanti Education Society, Affiliated to Rajasthan Technical University & Approved by AICTE

### A Report on

### “Communication Skills and Personality Development Program”

**NAME OF ACTIVITY:** Communication Skills and Personality Development Program

**DATE & DURATION:** 9th March, 2018

**TYPE OF ACTIVITY:** Extra-Curricular Activity /In-House

**ORGANIZED BY:** Department of Computer Engineering

#### LEARNING OUTCOMES:

**CO1-** Definition of Communication, top Communication Skills and Attributes and Four Skills of Language – Listen, Speak, Read, Write.

**CO2 -** Definition of Personality and Personality Development, Key Elements, Characteristics of Personality and Importance, Role of Personality Development, Personality Development and Communication Skills Example Application of Communication Skills - Group, Presentations, Meetings, Managing etc.

#### MAPPINGS WITH PO AND PSO:

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
CO1	-	-	-	-	-	-	-	2.5	-	-	-	-	-	-	-
CO2	-	-	-	-	-	-	3	-	-	-	-	-	-	-	-

## **ASSESSMENT TOOLS:**

- Verbally questioning and answering.
- Communication between two or more students.
- Group discussion.

## **DETAILS OF ACTIVITY:**

The Department of Computer Engineering, Poornima College of Engineering, Jaipur organized a Session on “Communication Skills and Personality Development Program” 9th March, 2018.

## **OBJECTIVE:**

Main aim to communication skills and Personality development focuses on learning the important skill sets that helps you effectively and efficiently communicate your ideas and messages in simple ways and also on time. Understanding these soft skills related techniques for communication is valuable both for your personal development and for your professional career development.

## **EXPERT SESSION CONTENT**

- Introduction to Communication
- Communication Skills
- Personality Development and Communication Skills
- Practical Application of Communication Skills

## **EXPECTED OUTCOMES:**

- Definition of Communication
- Top Communication Skills and Attributes
- Four Skills of Language – Listen, Speak, Read, Write
- Definition of Personality and Personality Development
- Key Elements, Characteristics of Personality

- Importance and Role of Personality Development
- Personality Development and Communication Skills Example Application of Communication Skills - Group, Presentations, Meetings, Managing etc.

## **RESOURCES PERSONS:**

- Mr. Manish Kalra, Techsoft Solution, Udaipur

## **SUMMARY:**

- Date: 9<sup>th</sup> March, 2018
- Time: 09:00 AM to 11:00 AM
- Expert Person: Mr. Manish Kalra, Techsoft Solution, Udaipur
- Venue: CG-05
- Targeted Audience: IV- Year Students
- No. of Participant: 65

## **Q-SHEET:**

**Session**

**On**

**“Communication Skills and Personality Development Program”**

**Date: 9<sup>th</sup> March, 2018**

**Time: 9:00 AM-11:00 AM**

**Venue: CG-05**

**Q-Sheet**

S. No	Activity	Duration	Time
1.	Welcome by <b>DR. AJAY KUMAR KHUNTETA, Professor, CSE, Poornima College Of Engineering, Jaipur</b>	05 Min	09:00AM - 09:05AM
2.	Session by <b>Mr. Manish Kalra, Techsoft Solution, Udaipur</b>	110 Min	09:05AM - 10:55AM
3.	Vote of Thanks by <b>DR. AJAY KUMAR KHUNTETA, Professor, CSE, Poornima College Of Engineering, Jaipur</b>	05 Min	10:55AM - 11:00AM

## GLIMPSES:



## FEEDBACK / ATTAINMENTS:

The overall feedback from the students was excellent. Participants has given positive remarks about session and wanted to have such more session on Communication Skills and Personality Development.

## LIST OF THE PARTICIPANTS:

Poornima College of Engineering, Jaipur			
Department of CSE			
Students Attendance			
Session On “Communication Skills and Personality Development Program”			
S.No.	Reg. No.	Name Of Student	Class
1	PCE/CE/14/004	AKSHAT GUPTA	IV Year
2	PCE/CE/14/005	AKSHATA SHARMA	IV Year
3	PCE/CE/14/006	AKSHAY SINGH CHAUHAN	IV Year
4	PCE/CE/14/008	AMAN BAHETI	IV Year
5	PCE/CE/14/013	ANKITA GUPTA	IV Year
6	PCE/CE/14/014	ANSHUL GOYAL	IV Year
7	PCE/CE/14/016	ANUBHAV RAI	IV Year
8	PCE/CE/14/018	ANURAG ACHARYA	IV Year

9	PCE/CE/14/019	ANURAG JAIN	IV Year
10	PCE/CE/14/021	ARPIT TOMAR	IV Year
11	PCE/CE/14/022	ASHISH MAURYA	IV Year
12	PCE/CE/14/023	ASHISH VAISHNAV	IV Year
13	PCE/CE/14/025	ASHWARYA CHHABRA	IV Year
14	PCE/CE/14/026	ASHWINI KHANDAL	IV Year
15	PCE/CE/14/027	AYUSH JAIN	IV Year
16	PCE/CE/14/028	BHAVESH HEMNANI	IV Year
17	PCE/CE/14/029	CHANDRAPRAKASH SONI	IV Year
18	PCE/CE/14/030	CHETNA VADHYANI	IV Year
19	PCE/CE/14/031	CHINMAY ANAND	IV Year
20	PCE/CE/14/032	DEEKSHA JOSHI	IV Year
21	PCE/CE/14/033	DIKSHA	IV Year
22	PCE/CE/14/034	DIVYA KHATNAR	IV Year
23	PCE/CE/14/035	DUKE VAISHNAV	IV Year
24	PCE/CE/14/036	GAURANGI SHARMA	IV Year
25	PCE/CE/14/037	GAURAV DWIVEDI	IV Year
26	PCE/CE/14/038	GAURAV KAUSHAL	IV Year
27	PCE/CE/14/039	GAURAV MITTAL	IV Year
28	PCE/CE/14/044	HARSHITA SHARMA	IV Year
29	PCE/CE/14/045	HEMANT JAIMAN	IV Year
30	PCE/CE/14/046	HIMANSHU JOSHI	IV Year
31	PCE/CE/14/047	ISHA BHATNAGAR	IV Year
32	PCE/CE/14/048	ITI SHARMA	IV Year
33	PCE/CE/14/049	JAYANT CHHANGANI	IV Year
34	PCE/CE/14/050	JAYANT SHARMA	IV Year
35	PCE/CE/14/065	KALPANA INANI	IV Year
36	PCE/CE/14/052	KAPIL BATRA	IV Year
37	PCE/CE/14/062	MOHD DANISH	IV Year
38	PCE/CE/14/063	MONIKA AGRAWAL	IV Year
39	PCE/CE/14/067	MUDITA SINGH	IV Year
40	PCE/CE/14/068	MUKUL ANAND MISHRA	IV Year
41	PCE/CE/14/069	NAMAN MUNET	IV Year
42	PCE/CE/14/071	NIKHIL KUMAR BHATT	IV Year
43	PCE/CE/14/072	NIKHIL MOOLWANI	IV Year
44	PCE/CE/14/078	PRANAV SHARMA	IV Year
45	PCE/CE/14/079	PRANSHU MANGAL	IV Year
46	PCE/CE/14/080	PRATEEK MATHUR	IV Year
47	PCE/CE/14/081	PRATEEK SAWALA	IV Year
48	PCE/CE/14/082	PRATHMESH GUNTHEY	IV Year
49	PCE/CE/14/083	PRIYA SHARMA	IV Year

50	PCE/CE/14/084	PRIYANKA SAIN	IV Year
51	PCE/CE/14/085	RAHUL KUMAR VYAS	IV Year
52	PCE/CE/14/087	RAHUL SINGHAL	IV Year
53	PCE/CE/14/088	RAJAT SRIVASTAVA	IV Year
54	PCE/CE/14/096	SANSKRITI	IV Year
55	PCE/CE/14/097	SATISH KUMAR SUWALKA	IV Year
56	PCE/CE/14/098	SAURABH AGARWAL	IV Year
57	PCE/CE/14/101	SHIKHA KAUSHIK	IV Year
58	PCE/CE/14/103	SHRIDHAR DHANOPIA	IV Year
59	PCE/CE/14/113	TUSHAR SHARMA	IV Year
60	PCE/CE/14/115	UDIT SINGH RATHORE	IV Year
61	PCE/CE/14/117	VAISHNAVI KHANDELWAL	IV Year
62	PCE/CE/14/118	VANSHIKA JAISWAL	IV Year
63	PCE/CE/14/120	VIJAY KUMAR SAINI	IV Year
64	PCE/CE/14/125	YUVRAJ SINGH SHEKHAWAT	IV Year
65	PCE15CE701	SOMESH KUMAR SINGH	IV Year

## **Feedback Analysis:**

Content of the workshop is rated as

- (1) Excellent by 76.67% of participants
- (2) Good by 20.25% of participants
- (3) 1.62% says needs improvement
- (4) 1.47% has not responded

Presentation of the workshop is rated as

- (1) Excellent by 87.78% of participants
- (2) Good by 12.22% of participants

Management/ Administration of the workshop is rated as

- (1) Excellent by 77.59% of participants
- (2) Good by 18.7% of participants
- (3) 3.7% say need improvement

Overall Workshop is rated as

- (1) Excellent by 79.26% of participants
- (2) Good by 20.74% of participants

How could this workshop be improved?

- (1) Workshop should be extended to more days .
- (2) Focus should be on basic than advanced level.
- (3) Performance and effectiveness can be improved by giving more time for practice sessions and to implement concepts.

Any other comments / suggestions

- (1) We would like to have such more workshops in future.
- (2) Language and fundamental can be enhanced in effective manner.