

Date: 01/02/2020

**KHALSA COLLEGE OF EDUCATION
RANJIT AVENUE, AMRITSAR**

NOTICE

All the students are hereby informed that our college is organizing 3 days' workshop from **05.02.2020 to 07.02.2020 at 9:50 -11:50 A.M.** in Room No. 02 on "**Developing Communication Skills**". The list of activities includes speaking, writing, phonetics, vocabulary building, creative writing etc. All the students will participate either online or offline mode. For any query contact **Ms. Rupneet Kaur/Dr. Navkeerat Kaur.**



PRINCIPAL

**Principal
Khalsa College of Education
Ranjit Avenue, Amritsar**

**KHALSA COLLEGE OF EDUCATION, RANJIT AVENUE,
AMRITSAR**

REPORT

"WORKSHOP ON COMMUNICATION SKILLS"

Workshop on communication skills was held from **05.02.2020** to **07.02.2020**. The purpose was to give students one to one practical experience with various aspects of language usage.

Day 01 **WORKSHOP SESSION FOR EFFECTIVE COMMUNICATION**

On 5th Feb. 2020 session was started by **Dr. Navkeerat Kaur** and students were told difference between **functional and ornamental vocabulary**. Furthermore, in the second session they were asked to find one word each that they thought can be used in daily life. Enthusiasm of the students was good which led to nearly more than 50 new vocabulary words. Later, the session was taken by **Ms. Rupneet Kaur**.

The third session focused on the writing skill. Initially, students were given few sentences for paraphrasing which initiated them to look for synonymous and the same familiarized them with different sentence structures. And also they were asked to list down connectors. After the completion and discussion on first two tasks, students were given briefing on how to write **short story, creative essay** and the same was given as home assignment.


Day 02 **SIMULATED SESSIONS FOR PRACTICING COMMUNICATION SKILLS**

In continuation, the students came up with **interesting piece of writings** and were given the chance to read out which was followed by exchange of **ideas, strengths and weaknesses**. Many interesting facts and ideas were exchanged. Since, we kept the environment informal for the session two, encouraged free flow of communication. Furthermore, students listed all new words they learnt. This session exposed them to different styles of writings which could be easily incorporated in their daily lives.

Day 03 **PARTICIPATING IN INSTITUTIONAL ACTIVITIES AND CLASSROOM TEACHING LEARNING SITUATIONS**

Considering the fact that we were having a workshop on communication skills, it becomes mandatory to acquaint the students with **phonetic transcription**. Students were informed essentials of **good pronunciation** along with division of sounds into consonants and vowel sounds. They participated enthusiastically leading to mentioning of common errors when it comes to spoken English.

The workshop was concluded after giving them a task to rectify their own pronouncing mistakes.


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