

17/07/19

GURU NANAK DEV ENGINEERING COLLEGE

TRAINING REPORT

NAME OF EVENT: - EFFECTIVE CLASSROOM COMMUNICATION

DATE & VENUE OF EVENT: - 11-07-2019 TO 12-07-2019

TESTING AND CONSULTANCY CELL GNDEC LUDHIANA

COURSE CONTENTS:- The goal of this program was to establish a classroom where students feel comfortable and get connected with their teacher. The main focus on improving the quality of teaching, classroom behavior, team work and various leadership qualities. Mrs Meera Anand, honorable speaker told the faculty about various methods and kinds of classroom communication.

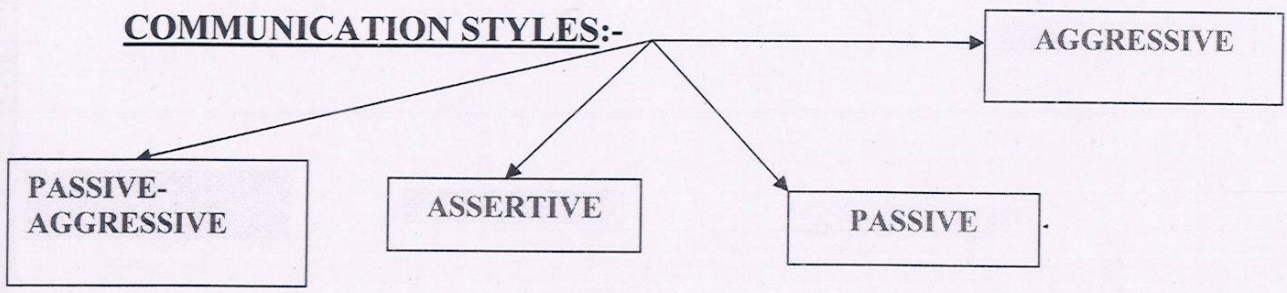
DAY-I

EFFECTIVE COMMUNICATION: Effective communication between teachers and learners in the classroom includes the sending of clear messages by the teacher and the teacher's receiving clear message from learners.

KINDS OF CLASSROOM COMMUNICATION:-

- Presentations
- lectures
- Group work
- Interpersonal
- Intercultural

COMMUNICATION STYLES:-



EFFECTIVE PRESENTATIONS:-

- Know your audience.
- Express ideas clearly & explicitly.
- Check audience's listening skills.
- Gain & keep attention.
- Be well organized & prepared.
- Use visual aids effectively.

DAY-II

LEADERSHIP:- Leadership is a function of knowing yourself, having a vision that is well communicated, building trust among colleagues, and taking effective action to realize your own leadership potential.

LEADERSHIP SKILLS:-

- Clever (intelligent).
- Conceptually skilled.
- Creative.
- Diplomatic and tactful.
- Fluent in speaking.
- Knowledgeable about group task.
- Organised (administrative ability).
- Socially skilled.

TEAM WORK:- It means that people will try to cooperate, using their individual skills and providing constructive feedback, despite any personal conflict between individuals.

RESPONSIBILITIES OF TEAM MEMBERS:-

- Team Goal.
- Diversity.
- Creativity.
- Communication.
- Evaluation.
- Trust.
- A sense of belonging.