**REPORT ON “TWO-WEEK ONLINE COURSE ON EFFECTIVE COMMUNICATION**

Duration: 19.07.2021 – 30.07.2021

Mode: Online

Number of Participants: 32

Course Fee: ₹100

Director: Mrs. V Lalmalsawmi

Coordinators: Dr. Jamie Zodinsangi Hrahsel

Dr. Vanlalveni Pachuau

Dr. Laldinpuii

**Objectives of the Course**:

1. To impart skills needed for effective communication.

2. To improve the conversational skills of the students.

3. To enhance the language skills of the students for real-life situations.

4. To hone the potential of the students for better performance in interviews and group discussions.

5. To equip the students with the knowledge needed for further self-improvement in communication.

**Course Description**:

**UNIT 1: CONVERSATIONAL STRUCTURES**

Objective:

* To improve communicative competence of the students.
* To enable students to converse in their life situations.
* To train students to use English for practical purposes.

Topics:

1. Patterns.

2. Real life Situations.

**UNIT 2: SKILL DEVELOPMENT**

*Objective*: To prepare the students for future Job Interviews and Group Discussions.

Topics:

1. Confidence Building.

2. Basic Interview Slills.

3. Communication Skills.

The first “Two-week Online Course on Effective Communication” was conducted to address the need of supplementary knowledge and soft-skills apart from the curricular studies of the students. It was also one of the steps taken by the college to fulfil the recommendations of the NEP 2020, with its emphasis on skill-based knowledge and online learning.

The course was conducted by the Language and Communication Development Centre of Pachhunga University College, with funds received from the college, under the patronage of our respected Principal, Prof. Lalthanzara.

**Resource Persons:** 3 Resource Persons from outside of the Department of English, and 6 from the Department of English, Pachhunga University College.

On the first three nights, our Resource Persons from outside of the Department of English covered the following topics:

**19th July 2021** – Mr. Samuel Varte, who has worked as Training Lead – Training Manager in global corporations like *Accenture* and *Deluxe Entertainment* – “Introduction to Communication Dynamics.”

**20th July 2021** - Mr. Lallungmuana, Head of the Department of Sociology, Pachhunga University College - Basic Interview Skills: Body Language, Greetings and Leave taking, Speech Delivery, Common questions

**21st July, 2021** - Mrs. Carolyn Rinthanpuii Fanai, SDEO, Govt. of Mizoram, and formerly *Trainer* in the corporate sector - Communication Skills: How to be assertive, speech volume, how to stand out in a group etc.

From the 22nd to the 26th of July, the faculty of the Department of English covered the second component of the course – Patterns of Communication in English:

**22nd July 2021** – Dr. Henry Lalmawizuala

1. Greeting
2. Introducing oneself

Dr. Jamie Zodinsangi Hrahsel

(1) Invitation

(2) Accepting and refusing invitations

**23rd July 2021** - Dr. Vanlalveni Pachuau

(1) Making request

(2) Expressing gratitude

Dr. Laldinpuii

(1) Seeking permission

(2) Complaining and Expressing regret

**26th July 2021** – Dr. Rebecca Angom

(1) Apologizing

(2) Asking for information

Mrs. V Lalmalsawmi

(1) Giving Compliment and Congratulating

(2) Expressing sympathy

From 27th July – 29th July 2021 : Practical sessions covering various Real-life Situation - Role-play.

**27th July 2021**: The Practical sessions were conducted in groups – each group supervised by the Director and the Coordinators of the course.

**28th July 2021**: The Practical session was conducted by the Director and the Coordinators of the Course.

**29th July 2021**: The third night of the Practical sessions was hosted by Dr. Henry Lalmawizuala, and in this session we had a Special Guest – Capt. Callum McKenna from London, a Salvation Army Officer with extensive experience in teaching and training young people. Each student had a personal interaction with Capt. McKenna.

**30th July 2021**: Closing Programme, hosted by Dr. Laldinpuii, Coordinator. The programme consisted of a brief report given by the host, a ‘Feedback Session’ from the students and from the Teachers and the Coordinators, Short Speeches from The Principal, Prof. H. Lalthanzara, and from Dr. Lalbiaksangi Chawngthu, Vice Principal and Head of the Department of English.