

## Winter School on “Effective Communication Skill”

### MBA 1st year - Winter School (Jan 3rd to 5th, 2018)

Date/Day	Session- I 9:30 - 11:00	11:00- 11:15	Session- II 11:15 - 12:45	12:45- 1:15	Session- III 1:15 - 2:45	2:45- 3:00	Session- IV 3:00- 4:30
Day-1 Wednesday 01/03/2018	The What & How of English Communication in Professional Life (Mr. Komal Mehrotra)	Tea-Break	Role & Importance of a good Vocabulary, Writing your Self-Introduction (Mr. Komal Mehrotra)	Lunch Break	It's all about Self-Image & Expressing Yourself (Presentation Skills) Ms. Swati Pandey	Tea-Break	Two students work together to give a presentation on a predefined topic (Mr. Komal Mehrotra & Ms. Swati Pandey)
Day-2 Thursday 01/04/2018	Developing Interpersonal Skills through Conversation (Greetings and Introductions) Ms. Vinita Yadav	Tea-Break	Verbal Aptitude Test & Resources for Preparation (Mr. Komal Mehrotra)	Lunch Break	Essentials of a Group Discussion - tips & types (Ms. Swati Pandey)	Tea-Break	GD Practice Sessions with evaluation & feedback (Ms. Swati Pandey & Ms. Vinita Yadav)
Day-3 Friday 01/05/2018	Practicing Grammar through Worksheets (Ms. Vinita Yadav)	Tea-Break	Becoming Technology Friendly & Understanding Change (Ms. Swati Pandey)	Lunch Break	Grammar Doubt Removal Session (Ms. Vinita Yadav)	Tea-Break	Preparing Your CV & Cover Letter (Mr. Komal Mehrotra)