

**TRP 1201- Soft Skills Phase –II****Course outcomes:**

- Demonstrate presentation skills in English in academic and professional contexts.
- Demonstrate confidence in communicating with people: individually and in groups

Syllabus:**UNIT I****Presentation Skills& Debate**

Structure of a Presentation- Presentation Tools- Voice Modulation- Audience analysis Body Language (Students should make oral presentations and extempore topics inside the class room) The ability to debate on a given subject should be inculcated in students. Each student should be made to debate on the given topics.

UNIT II**Seminar Presentation**

Each student should collect materials from books journals and news papers for his/ her theme and prepare a short seminar paper. The presentation should be for the maximum of 10 minutes and two minutes for discussion. [PowerPoint Presentation]

UNIT III**Group Discussion**

GD as part of selection process – structure of GD – strategies in GD – Team work in GD – Body language in GD

Reference Text Books

1 Soft Skills: Enhancing Employability. Connecting with Campus to Corporate M S. Rao. L.K. International Publishing House. New Delhi (2010)

2 Communication Skills. Sanjay Kumar and Pushpa Lala, Oxford University Press.

New Delhi. II Edition, 2015