

**Government of Maharashtra's  
Ismail Yusuf College of Arts, Science and Commerce, Mumbai 400060  
Department of Chemistry**

## Notice

We are excited to announce the organization of Online Language and Communication Skills sessions for the academic year 2018-2019 in the Department of Chemistry at Ismail Yusuf College. These sessions are tailored to enhance your language proficiency and communication abilities, which are essential for academic excellence and professional development.

Session Details:

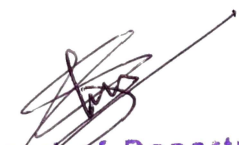
**Session Details:**

- **Duration:** September 1, 2019
- **Mode:** Online (via Zoom/Teams)
- **Topics Covered:**
  - Effective communication strategies
  - Public speaking and presentation skills
  - Grammar and vocabulary enhancement
  - Interpersonal communication techniques

We encourage all students to actively participate in these online sessions to refine their language and communication skills, thereby enriching their academic and professional pursuits.



**PRINCIPAL**  
Government of Maharashtra's  
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Jogeshwari (East), Mumbai - 400 060

  
**Head of Department**  
Head, Department of Chemistry  
**CHEMISTRY**  
(Dr. Aarti N.)

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Soft Skills are vital for a successful career. Being able to communicate effectively is one of the most important skills. Communication is defined as transferring information to produce greater understanding. It can be done vocally (through verbal exchanges), through written media (books, websites and magazines), visually (using graphs, charts) or non-verbally (body language, gestures, pitch of voice, and tone). All means of communication are essential. Interpersonal skills are the skills required to effectively communicate, interact, and work with individuals and groups. Those with good interpersonal skills are strong verbal and non-verbal communicators and are often considered to be “good with people”. Having strong communication skills aids in all aspects of life – from professional life to personal life. From a professional standpoint, all transactions result from communication. Good communication skills are essential to allow others and yourself to understand information more accurately and quickly. Poor communication skills lead to frequent misunderstanding and frustration. By keeping this in mind the above workshop is organized for cosmetic students to have good communication skill to attend interviews.



  
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**Key Outcomes:**

1. **Improved Communication Skills:**
  - Participants demonstrated enhanced ability to convey information clearly and effectively through verbal and written communication.
  - Increased confidence in public speaking and presentations.
2. **Enhanced Interpersonal Skills:**
  - Students showed improved ability to interact and collaborate with peers, fostering better teamwork and collaboration.
  - Greater awareness of non-verbal communication, including body language, gestures, and tone.
3. **Better Preparedness for Interviews:**
  - Participants gained practical tips and strategies for successful interviews, including how to present themselves and communicate effectively.
  - Mock interview sessions provided hands-on experience and feedback, boosting students' confidence and readiness.
4. **Increased Understanding of Communication Dynamics:**
  - Students developed a deeper understanding of the various forms of communication and their importance in professional settings.
  - Enhanced ability to interpret and respond to non-verbal cues.
5. **Reduced Miscommunication:**
  - The workshop helped reduce instances of misunderstanding and frustration by teaching students how to communicate more accurately and efficiently.



  
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Language and Communication Skills Date: September 1, 2019

SR.NO	Name of Participants	mob. No.	Signature
1.	Dr. Jayshing B. Sawant		
2.	DR AMIT SARAF		
3.	Dr. Gandhi H. Dehury	9975084995	
4.	Dr. Shabina U. Khan		
5.	Mr. Nitin Shelake	8369446165	
6.	Mrs. Poojita Vishwakarma	9321449454	
7.	Team Shaikh	7710842748	
8.	Tanvi Sapale	9987043779	
9.	Saba Shabnam Shaikh		
10.	Saima Khan	8828549779	
11.	Yojesh Tiwari		
12.	M. S. Kaulav		
13.	A. H. Bhaina		
14.	Obaidullah Sheikh		
15.	Dr. Dattatraya N. Bhargave		
16.	Saira Siddiqui		
17.	Ansari Rukaiya Bano		
18.	SHATABDI SHASHIKANT SAWANT		
19.	Ansari Falak Naaz		
20.	Keshav K. Kervia		
21.	Shruti M. Chipkar		
22.	Dr. Ashwini T. Melita		
23.	Dr. Anjali Alekar		
24.	Dr. Anil Chougale	9987881030	
25.	SAPANA S. PASI	9326395087	
26.	Kuratul-ain A. Shaikh	9082294731	
27.	Anurba Melita	7977076606	



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**Feedback Form: Communication Skills Workshop**

Date: 01/09/2019  
Department: Chemistry  
Institution: Ismail Yusuf College

**1. Personal Information (Optional):**

- Name: Khan Saima
- Year of Study: 2019
- Email: \_\_\_\_\_

**2. Overall Satisfaction:**

- How satisfied were you with the Communication Skills workshop?
  - ☒ Very Satisfied
  - ☐ Satisfied
  - ☐ Neutral
  - ☐ Dissatisfied
  - ☐ Very Dissatisfied

**3. Workshop Content:**

- How relevant was the content of the workshop to your personal and professional development?
  - ☐ Highly Relevant
  - ☒ Relevant
  - ☐ Neutral
  - ☐ Irrelevant
  - ☐ Highly Irrelevant
- How clear and understandable was the information presented during the workshop?
  - ☐ Very Clear
  - ☒ Clear
  - ☐ Neutral
  - ☐ Unclear
  - ☐ Very Unclear

**4. Speaker Evaluation:**

- How would you rate the speaker's delivery and presentation skills?
  - ☒ Excellent
  - ☐ Good
  - ☐ Average
  - ☐ Below Average
  - ☐ Poor

  
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- How effectively did the speaker interact with the students and address queries?
  - ☒ Very Effectively
  - ☐ Effectively
  - ☐ Neutral
  - ☐ Ineffectively
  - ☐ Very Ineffectively


**5. Workshop Activities:**

- How engaging were the activities and exercises during the workshop?
  - ☐ Very Engaging
  - ☒ Engaging
  - ☐ Neutral
  - ☐ Not Engaging
  - ☐ Not Engaging at All
- How beneficial were the activities in enhancing your communication skills?
  - ☒ Very Beneficial
  - ☐ Beneficial
  - ☐ Neutral
  - ☐ Not Beneficial
  - ☐ Not Beneficial at All

**6. Practical Application:**

- How likely are you to apply the skills learned in this workshop to your academic and professional life?
  - ☐ Very Likely
  - ☒ Likely
  - ☐ Neutral
  - ☐ Unlikely
  - ☐ Very Unlikely



  
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