



Gokaraju Rangaraju Institute of Engineering and Technology  
(Autonomous)  
Bachupally, Kukatpally, Hyderabad 500 090.

**Online Faculty Development Programme**

on

**COMMUNICATION SKILLS, MODES AND KNOWLEDGE  
DISSEMINATION**

**02 – 06 August 2021**

**Organized by**

***Department of Humanities and Sciences***  
***(English & Management)***



Bachupally, Kukatpally, Hyderabad 500 090.

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**Online**

**Faculty Development Programme  
on**

**COMMUNICATION SKILLS,  
MODES AND KNOWLEDGE  
DISSEMINATION**

**02-06 AUGUST 2021**

**Organized by**

**Department of Humanities and Sciences**

**Gokaraju Rangaraju**

**Institute of Engineering and  
Technology  
(Autonomous)**

## About the Institute

Gokaraju Rangaraju Institute of Engineering and Technology (GRIET) is established in 1997 by Dr. G Ganga Raju as a self-financed institute under the aegis of Gokaraju Rangaraju Educational Society. GRIET is approved by AICTE, New Delhi, permanently affiliated to and autonomous under JNTUH, Hyderabad. GRIET is committed to quality education and is known for its innovative teaching practices. The mission of GRIET is to achieve and impart quality education with an emphasis on practical skills and social relevance. Presently GRIET has 9 UG and 6 PG programs. The college is NBA accredited in CE, CSE, ECE, EEE, IT, and ME. CSBS, AI&ML, DS are new programs. The institute is accredited by NAAC with 'A++' grade.

## About the Department

The department of Humanities and Sciences interlinks the various technological streams and equips students and faculty alike with relevant interpolate skills in tandem with corporate world.

## Registration:

<https://forms.gle/Pj3vwbaiYsVShKqh8>



**Dr A. SAI HANUMAN**  
Dean & Professor of  
CSE



**Dr D. INDIRA**  
Professor of H & S



**Dr V.  
LAKSHMIPRASANNA**  
Associate Professor



**Dr R. LAKSHMI  
KANTHI**  
Associate Professor



**Dr. S. RAJESWARI**  
Associate Professor



**Ms. SAILAJA  
ESWARA**  
Assistant Professor

## Convenor:

**Dr. B. Srinivasa Rao**  
Professor and HoD, H&S Department.

## Coordinators:

Mr.S. Ravindra Chary, Assoc.Professor, H&S(Mgmt.)  
Dr.P. M. Rekha, Asst. Professor, H&S(English)

## Technical Support:

Mr Baliya Sridhar, Assistant Professor, H&S (English)



DATE	TIME	RESOURCE PERSON	TOPIC
02-08-2021	2.30PM - 3.30PM	Dr. D. Indira	Classroom Communication – An Introduction
03-08-2021	2.30PM - 4.00PM	Ms. Sailaja Eswara	Listening and Speaking
		Dr. S. Rajeswari	Reading and Writing
04-08-2021	2.30PM - 3.30PM	Dr. R. Lakshmi Kanthi	Barriers to Classroom Communication and Active Learning
05-08-2021	2.30PM - 3.30PM	Dr. V. Lakshmi Prasanna	Role of Media in Classroom Communication and Use of Board
06-08-2021	2.30PM - 3.30PM	Dr. Sai Hanuman	Feedback

## Note

- Link to join the Sessions will be provided to participants via WhatsApp.
- E-Certificate will be provided to all eligible participants.

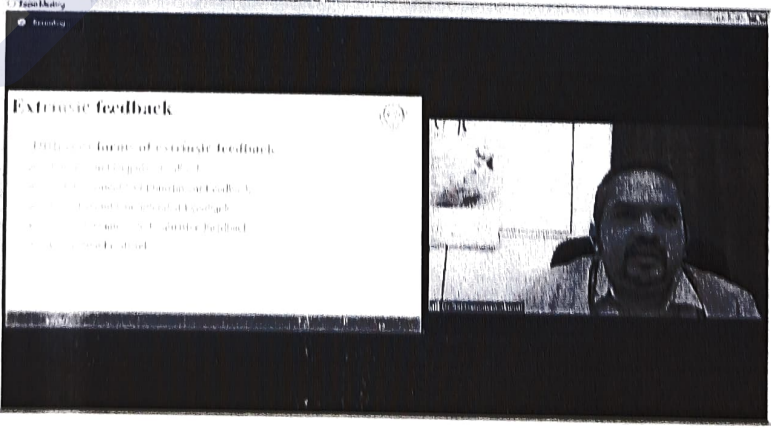


**GOKARAJU RANGARAJU INSTITUTE OF ENGINEERING AND TECHNOLOGY**  
(Autonomous)

**Department of Humanities and Basic Sciences**

**EVENT SUMMARY REPORT**


<b>Griet/Other institutes/Organization Address:</b>	GRIET				
<b>Department</b>	English & Management (H & S)	<b>Professional Body</b>	<b>Institutional Body</b>		
<b>Nature of the Event</b> (Workshop / Seminar / Guest Lecture / Tech Talk/ FDP/GD/ Training Program / Quiz / Presentation/Conference/ Industry Visit/Any Co &Extra curricular Activities)	Faculty Development Programme				
<b>Title / Theme of the Event</b>	Communication Skills, Modes and Knowledge Dissemination				
<b>Details of the Convenor &amp; Co-ordinators Designation</b>	<b>Convenor</b> Dr. B. Srinivasa Rao, Professor and HOD, H&S, GRIET  <b>Co-ordinators</b> 1.Mr. S. Ravindra Chary, Assoc. Professor, H&S(Management) 2. Dr. P. M. Rekha, Asst. Professor, H&S(English)				
<b>Event Dates/Days</b>	From	To	No. of Days		
	02-08-2021	6-08-2021	5		
<b>Details of the Speaker / Guest Organization Address:</b>	1. Dr. D. Indira, Professor in Management Science, GRIET 2. Ms. Sailaja Eswara, Assistant Professor of English, GRIET 3. Dr. S. Rajeswari, Associate Professor of English, GRIET 4. Dr. R. Lakshmi Kanthi, Associate Professor of English, GRIET 5. Dr. V. Lakshmi Prasanna, Associate Professor of English, GRIET 6. Dr. A. Sai Hanuman, Professor in Computer Science Engineering				
<b>Participants</b>	No. of Faculty	No. of UG	No. of PG Students	No. of outside participants	Total Participants

(Teaching Faculty / Non-Teaching Faculty / Students)	165	students	Nil	Nil	Nil
<b>Faculty Names &amp; Designation</b>	Registration form attached				
<b>Summary of the Event</b>	Day-1 - Classroom Communication – An Introduction Day-2 - Listening and Speaking Day-3 - Reading and Writing Day 4 - Barriers to Classroom Communication and Active Learning Day-5 - Role of Media in Classroom Communication and Use of Board Day-6 - Feedback				
<b>IRG (in rupees)</b>	NIL				
<b>Expenditure (in rupees)</b>	NIL				
<b>POs attained with this Event</b> (number and description)	PO (a): To develop skills necessary to communicate with students in classroom. PO (b): To enhance the effectiveness of classroom teaching.				
<b>Photographs of the event</b> (Hard copy and Soft copy)					
<b>Proofs:</b> 1.Certificates copies 2.Profile of Speaker 3.PPT/Material as applicable. etc.,	1. Certificate template 2. Drive link of ppts: <a href="https://drive.google.com/file/d/1dPRKvwW3qfaBXknbu3k0-Xvkw_UrOfjA/view?usp=sharing">https://drive.google.com/file/d/1dPRKvwW3qfaBXknbu3k0-Xvkw_UrOfjA/view?usp=sharing</a> are attached.				

 (C. Ravindharang)

 (Dr. P. M. Rekha)

Signature of Co-ordinators

  
Signature of HOD/ Convenor



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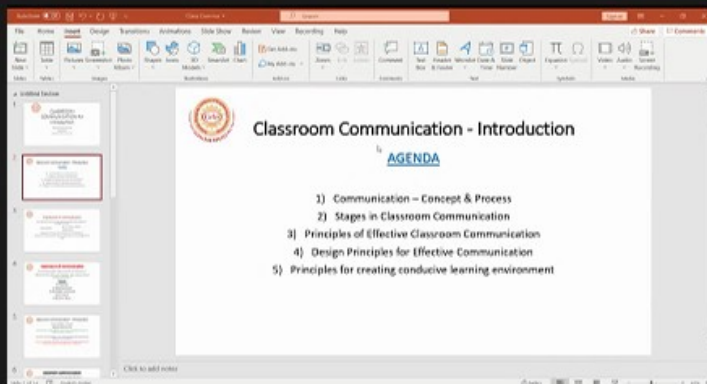
**Day 1**  
**2 August 2021**

**Classroom Communication – An Introduction**  
(2.30pm -3.30 pm)



**Speaker:**  
**Dr. D. Indira**

Recording...



The screenshot shows a presentation slide titled "Classroom Communication - Introduction" with an agenda. The slide is displayed in a software window with a menu bar and toolbars. The agenda lists five points:

- 1) Communication – Concept & Process
- 2) Stages in Classroom Communication
- 3) Principles of Effective Classroom Communication
- 4) Design Principles for Effective Communication
- 5) Principles for creating conducive learning environment

R Swathi Gudipati

R Swathi Gudipati



Dean Publicity @ GRIET

Rajeswari S

Rajeswari S



D Indira

Sridhar Baliya

Sridhar Baliya

rekha venugopal

rekha venugopal

D Indira

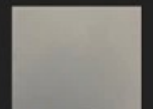
D Indira



Dr. Lakshmi Prasanna ...

Sailaja Eswara

Sailaja Eswara



Yamini Devi

Ramadevi

Ramadevi



varagiri shailaja

A Sravanthi

A Sravanthi

swetha gootykase

swetha gootykase



Sandhya STGY

Nikitha

Nikitha

Jyothirmai Bhee...

Jyothirmai Bheemava...



Saranya

Dr G Patrick

Dr G Patrick

Dr. Ravikiran K

Dr. Ravikiran K

Sai Hanuman A...

Sai Hanuman Akundi



K Kalpana

Sandeep

Sandeep



M S Britto Jeyakumar

Dr.N.Rajasekhar

Connecting to audio \*\*

03-08-2021

Dr. S.Rajeswari, Associate Professor, H&amp;S(English)

Reading &amp; Writing



# Concept of Reading

Type of Communication	Provides Stimulus in the form of	Response
Oral Communication	Listening	Speaking
Written Communication	Reading	Writing

6



Rajeswari S

Unmute

Start Video

Security

Participants 90

Polls

Chat

Share Screen



Pause/Stop Recording

Reactions

More

End

Recording...

 **Unit 2: Listening** 

**All of us cannot be good speakers but all of us can be good listeners**

Listening is the process of receiving, constructing meaning from, and responding to spoken and/or nonverbal messages (The International Listening Association)


**Listening Skills**  
Hear What People Are Really Saying

**Concept**

- active participation
- attention
- takes practice
- understanding, inferring, interpreting and responding

**Active Listening Skills**

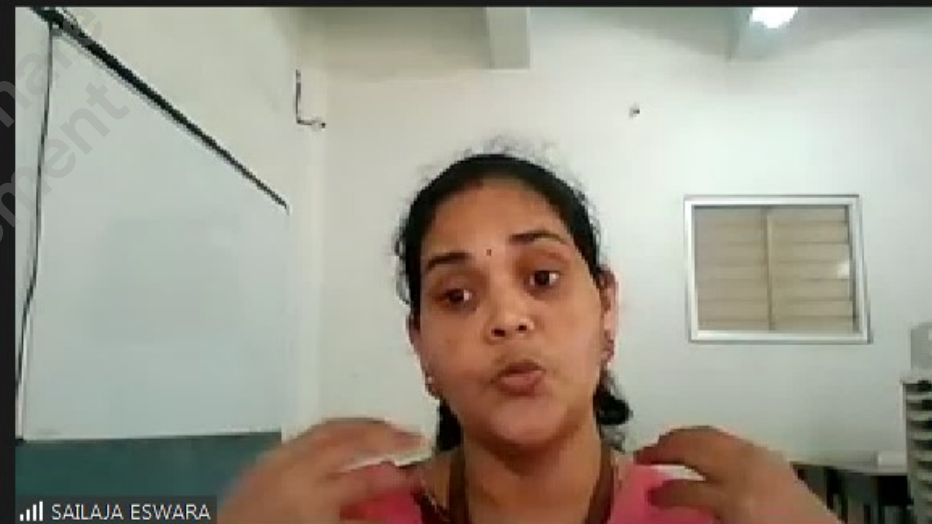
- Ask open-ended questions
- Request clarification
- Be attentive
- Summarize
- Paraphrase
- Reflect feelings
- Be attuned to feelings
- Ask probing questions



Sailaja Eswara, Assistant Professor, H&S Dept (English), GRIET

03-08-2021

2



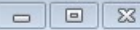
Recording...



# BARRIERS TO EFFECTIVE COMMUNICATION



Zoom Meeting



Recording...



Dr. Lakshmi Prasanna Vaidana



Dean Publicity @ GRIET

R Swathi Gudipati

R Swathi Gudipati



bhagath kumar Soma

D Indira

D Indira

Rajeswari S

Rajeswari S

rekha venugopal

rekha venugopal

Aruna .K

Aruna .K

Srilakshmi Aluri

Srilakshmi Aluri

G CHARLES BABU

G CHARLES BABU



Bhupathi Prashanthi

S. Ravindra Chary

S. Ravindra Chary

vijayalaxmi

vijayalaxmi

Dr.K.Anuradha

Dr.K.Anuradha

Gaya3 Bahugan...

Gaya3 Bahuganam

Dr Rajiv

Dr Rajiv

Sreekanth

Sreekanth

Vijaya Laxmi

Vijaya Laxmi



P Satya gopal rao

Srihari A

Srihari A

M N Sandhya R...

M N Sandhya Rani

Dr G Patrick

Dr G Patrick

Sailaja Eswara

Sailaja Eswara



Anusha Kollu

gopi hitam

gopi hitam



Unmute



Start Video



Security



Participants 48



Polls



Chat



Share Screen



Pause/Stop Recording



Reactions



More

End

Zoom Meeting



Dean Publicity @ GRIET

Dr Sai Hanuman...

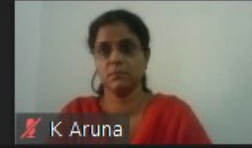
Dr Sai Hanuman Akun...

rekha venugopal

rekha venugopal

R Swathi Gudipati

R Swathi Gudipati



K Aruna

Connecting to audio ...



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**Day 5  
6 August 2021**

**Feedback**

**(2.30 pm -3.30 pm)**



**Speaker:  
Dr. A. Sai Hanuman**

# Extrinsic feedback

## Different forms of extrinsic feedback

- Positive and Negative feedback
- Reinforcement and Punishment Feedback
- Intended and Non intended Feedback
- Evaluative and Non Evaluative Feedback
- Corrective Feedback



Dr Sai Hanuman Akundi



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**02 August to 06 August 2021**

This is to certify that <<**Name of the participant**>>, <<**Designation**>>, <<Branch>>, <<Acted as>> in the faculty development programme organized by the department of Humanities and Sciences, GRIET, HYD.

**Dr. B Srinivasa Rao**  
Convenor, Professor  
HoD-H&S

**Dr. J Praveen**  
Principal, GRIET