

Department of English

Date: 28.08.2023

A Report on the Short Term Course “Speaking Effectively for Interviews” February – August 2023

The Department of English conducted a 30-hour course on “Speaking Effectively for Interviews.” The course content was exclusively designed to cater to the needs of the students of B.Tech 6th semester. The main objective of the course was to provide intensive training for candidates who needed additional support to improve their speaking skills in order to perform well in interviews.

The content of the course was meticulously prepared by Dr. S. Vijayakumar, Mr. T. Sugadev, and Dr. S. Poornima. The content was framed in such a way that thorough training could be given to the students on Interview Skills and Group Discussion.

A circular containing the details of the course was sent to all the departments and students were encouraged to join the course to upskill their interview skills. A nominal fee of Rs. 500/- was collected from each student in order to meet the expenses towards the honorarium for the faculty and non-teaching staff. Students of 6th semester eagerly approached the course coordinators and enrolled themselves. A total of 21 students registered for the course successfully.

The classes successfully began on 15th February 2023 (Wednesday) and on the first day of the class, Dr. P. Rathna, Professor & Head, English addressed the students and underscored the importance of speaking skills and the need for such a course. The classes were then handed over to Mr. Sugadev and he trained the students on the various aspects of interview skills such as building self-confidence, preparing for offline/online interviews, vocabulary, body language, etiquettes, and resume preparation. Then the classes were taken over by Dr. Poornima and vigorous training was given to the students on group discussion techniques and skills.

The students eagerly attended the classes and benefited from the course. Intense training on Interview Skills and Group Discussion techniques was given to the students. As a result, students acquired skills that are necessary for them to face interview conversations, questions, and discussions confidently.

The course was converted into hybrid mode due to various reasons from the students' end such as CAT Examinations, Ramzan fasting period, and End Semester Examination. Out of the 30 hours, 16 physical classes were conducted by Mr. T. Sugadev and Dr. S. Poornima and rest as virtual classes using video lectures.

An assessment was also conducted on 19th August 2023 (Saturday) after the effective completion of the classes. Out of 21 students, 10 students attended the assessments on Group Discussions and Mock Interview tests. Due to their internships, other students were unable to attend. Subsequently, Dr. P. Rathna, Head, Department of English once again addressed the students and asked them for their feedback on the course and course material. The students were encouraged to provide their honest feedback and they were also requested to provide suggestions for similar courses in the future.

Overall, the short-term course on “Speaking Effectively for Interviews” was a success and it helped the students enhance and develop their speaking skills and self-confidence. It also aided them to understand the nuances of group discussions and interview skills.


Photos taken during the Event



Feedback from student

linkedin.com

←

 **Mohamed Yousuf** · 2nd
Aeronautical Engineering Stu...
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Conquering Interview Fears!


I am truly excited to extend my heartfelt gratitude to the English Department of **BSA Crescent Institute of Science and Technology** for their exceptional initiative in introducing interview skill development course.






English Department of **BSA Crescent Institute of Science and Technology** recently organized a transformative short-term course, "Speaking Effectively for Interviews." This initiative aimed to equip students with the confidence and skills they need to excel in interviews and conquer any fears that may hold them back.

The course delved into various aspects of interview preparation, from honing communication techniques to mastering body language and presentation skills. It was heartening to witness students engage passionately and actively in the learning process, demonstrating their dedication to personal and professional growth.

My sincere appreciation goes to the Head of the English Department Mrs. **Rathna P** and the team of educators **Sugadev Thalapathy** who organized this valuable course.

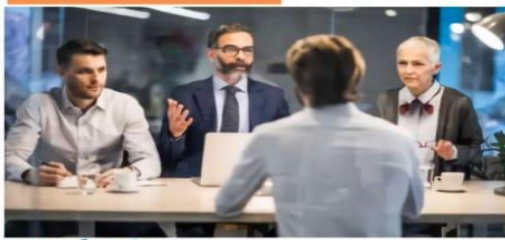


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School of Social Sciences and Humanities
DEPARTMENT OF ENGLISH
Short-term Course
"Speaking Effectively for Interviews"



Introduction

The Department of English is planning to introduce a 30-hour course (Speaking Effectively for Interviews) for the interested 6th semester students of B.Tech in order to train them exclusively on speaking effectively during the job interviews. It helps to build solid foundation to succeed in job interviews. The course content is meticulously designed based on the inputs from the placement cell and industry, so that need based training is given to the students.

Chief Objective

- * To give intensive training to the learners who need additional support and to improve their performance in interviews.

Course Details

- * **For whom: B.Tech – VI Semester Students**
- * **Eligibility: 60% and above till Vth Semester**
- * **Duration – 30 hours (15 February, 2023 to 26 May, 2023)**
- * **Timing – (4.30pm to 5.30pm) – Weekly two days (Wednesdays and Thursdays)**
- * **Venue - Language Lab**

Number of seats ONLY 30 on a first come first served basis

Fees

A nominal fee of Rs. 500/-

Fees can be either paid in cash/ UPI

Dr. Sweta Ravindran
 Bank Name: INDIAN BANK
 Account number: 6115791181
 IFSC: IDIB000T095
 GPAY: 9791276486

Certificate

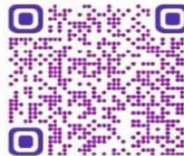
- * **100% attendance is mandatory.**
- * **Certificates will be given to students on successful completion of the course.**

Contact

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Prof. & Head English

Course Coordinators:

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Rathna
 31/08/2023
 HoD /English

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