



St. Joseph College of Teacher Education for Women Ernakulam



CRITERION II

**2.4.3 Competency of effective communication is developed in students
through several activities**

(Workshop sessions for effective communication)

Submitted to

**National Assessment and Accreditation Council (NAAC)
3rd Cycle of Assessment**



ST. JOSEPH COLLEGE OF TEACHER EDUCATION FOR WOMEN ERNAKULAM
KOCHI-682035, KERALA

2.4.3: WORKSHOP SESSIONS FOR EFFECTIVE COMMUNICATION

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ST JOSEPH COLLEGE OF TEACHER EDUCATION FOR WOMEN

Kovilvattom Road, Ernakulam, Kochi, Pin – 682035, Kerala
(Affiliated to Mahatma Gandhi University, Kottayam)

Workshop on Communicative English

Name of the Event	Workshop on Communicative English
Objective	<ul style="list-style-type: none">• To develop proficiency in Communication Skill and Expository writing.• To develop proficiency in academic writing and research skills.
Details of Course	Common Core Course (Tool Course), Taught Course & Practicum <ul style="list-style-type: none">• (Internal Assessment Only)• Teaching hours per week: 5• Credit: 2
Details of Resource Person	Dr. Marin Jose Assistant Professor St. Joseph College of Teacher Education for Women Ernakulam
Date	01-06-2022 to 28-6-2022
Time	3.00PM to 4.00 PM
Duration	40 Hours
Beneficiaries	Teacher Trainees
Venue	Multi-purpose Hall, St. Joseph College of Teacher Education for women, Ernakulam

Programme Report

The college organized a workshop focusing on the refinement of Communicative English skills. This event took place within the college premises on 1st June, 2021, commencing at 9:30 am and concluding at 3:30 pm. The resource person for the workshop was Dr. Marin Jose, faculty member in the field of English. The proceedings were initiated with a serene rendition of a prayer song, invoking a sense of unity and purpose.





A warm welcome to Dr. Marin Jose and all participants was extended by Mariatta D Kappen, a second-year B.Ed. student. Following this, Dr. Sr. Alice Joseph, the respected Principal of the college, delivered the presidential address, underlining the significance of the workshop in honing Communicative English skills.

The workshop was formally inaugurated by Dr. Marin Jose, who further expounded on the objectives and expectations. Subsequently, the students from the B.Ed. 2020-22 delved into five meticulously crafted modules, each addressing various facets of Communicative English. After each presentation, an interactive session opened up, enabling participants to engage in open discussions. Dr. Marin Jose, the resource person, generously shared her opinions and offered constructive suggestions on each of the topics presented, fostering an environment of learning and growth.

The workshops provided a valuable platform for students to voice their doubts and seek clarification, nurturing a spirit of inquiry and curiosity. It facilitated their journey towards enhancing their proficiency in the English language, a critical skill in the realm of education and beyond.

The event was wrapped up with a heartfelt vote of thanks delivered by Mrs. Arya Rajendran, a second-year B.Ed. student, expressing gratitude to all involved and acknowledging the importance of enhancing language proficiency, not only in academic pursuits but also in the broader spectrum of life's interactions.

The B.Ed students participated in the following modules:

Module 1 –Orientation to English language (8 hrs.)

- 1.1. Understanding the spirit of English Language 4hrs (1hour Theory +3hrsPractical)
- 1.2. 1.2. Remedial Grammar and Applied Phonetics 4hrs (4hrs Practical)

Module 2 - Oral Communication (8 hrs.)

- 2.1. Listening Skill: Listening Comprehension of discourses like Conversation 4hrs (4hrs Practical)
- 2.2. Speaking Skill: Oral Training for classroom communication 4hrs (4hrs Practical)





Module 3- Written Communication (8hrs)

- 3.1. Reading Skill: Reading Comprehension of discourses Paragraph, Letter, Essay, Memo, Circular, Notice, Cover Letter, Resume, Summary, Précis, Speech, graph, notice. 4hrs (4hrs Practical)
- 3.2. Writing skill: Mechanics of writing, Copy writing, Creative Writing: Paragraph, Letter Writing, Essay writing, Memo, Circular, Notice, Cover Letter, Resume, Summary, Précis, Speech, graph writing, notice writing. 4hrs (4hrs Practical)

Module 4 - Functional Writing (8 hrs.)

- 4.1. English For Teachers: Reflective journal writing, reporting, writing reviews, logs, 2hrs (2hrs Practical)
- 4.2. For Placement: Preparation of resumes, job applications, Self- introduction, Facing an interview, Telephonic conversations, e-mail transactions. 2 hrs. (2hrs Practical)
- 4.3. At Work: Preparation of projects reports, thesis and research papers and presentations: text organization, point of view, register and style, editing skills, paraphrasing, summarizing, descriptive composition and argumentative composition 4 hrs. (4 hrs. Practical)

Module 5 - Soft Skills and Social Skills (8hrs)

- 5.1. Interpersonal skills: Exposure to Public Speaking, Event Management and Language related Computer Skills, Print Media, Advertisements, Translations, Mass Communication and Broadcasts (Radio, T.V. & Cinema,) web materials, telecasts, blogs podcasts and vodcasts. 4hrs (4 hrs. Practical)
- 5.2. Travel English Language Skills: Communication in a variety of social situations like restaurant, at the airport, In the market etc. (2 hrs. Practical)
- 5.3. Public Relations: Business Communication, Office Communication for business, dealing with Clients and Customers, Public Interaction and Business reports. 2hrs (2 hrs. Practical) Skill portfolio was submitted by each participant at the end of the session and Internal Assessment was conducted based on the following Criteria for





Evaluation: i) Attendance 10%, ii) Practicum 20%, iii) Portfolio (Include a minimum of four materials from dossier: Writing Assignments, Multimedia, Contributions to forums and blogs, and any other additional material.) 20%, iv) Practical Examination (Listening , Speaking , Reading and Writing) 50% out of the Total 100% score.





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Workshop on Communicative English

Name of the event	Workshop on communicative English
objectives	To develop proficiency in Communication Skill and Expository writing. To develop proficiency in academic writing and research skills.
Details of the course	(Internal Assessment Only)
Details of resource person	Dr. Marin Jose Assistant Professor St. Joseph College of Teacher Education for Women Ernakulam
Date	19.11.2022 to 27.11.2022
Time	10 am to 3 pm
Beneficiaries	M.Ed Educands
Venue	M.Ed classroom

St. Joseph's College of Teacher Education for Women, Ernakulam organized a workshop on Communicative English from 19.11.2022 to 27.11.2022 as part of M.Ed.curriculum obligation. Dr. Marin Jose was resource Person. The teacher started this year's workshop by making us understand more about the origins of English and pointing out the need to learn English. The teacher was also careful to point out the importance of English in daily use. The practical section of Communicative English started with self-introduction. Then the teacher had prepared the situation for communication and sharing of different experiences and the opportunity to display and record them in the form of a work book. It has been a very useful workshop for us. We were able to overcome our fear of English and approach it happily.

