

## **OBJECTIVE**

In this workshop you will learn to communicate effectively and persuasively in a comfortable way with your own style. Develop key presentation skills and learn how to present your ideas with conviction, control, poise and without fear. Plus receive expert advice on how to handle challenging situations. Present your paper and get valuable suggestions, that provide you to gain confidence by making presentations.

## **PROGRAMME CONTENTS**

1. Presentation Foundations
2. Presentation Preparation
3. Communicating with Greater Impact
4. Responding to Pressure Situations
5. A Model Presentation views
6. Participants present a paper (reviews & suggestions)

## **FACULTY**

Sessions will be handled by experienced faculty members of Kongu Engineering College.

## **COURSE FEE AND REGISTRATION**

Details	Amount**
Registration Fee	Rs.600/-

\*\* The registration fee includes course material, lunch and refreshment. Demand Draft for the registration fee must be drawn in favour of "TBI@KEC - General" payable at Perundurai.

## **HOW TO APPLY**

The applicants should send their applications in the specified format through their Principal / Sponsors to reach us on or before 06.09.2016 If selected they should confirm their participation in time. Students can post their papers to [kecitevent@gmail.com](mailto:kecitevent@gmail.com).

## **SCHEDULED DATES**

Last date for receipt of Applications: 06.09.2016  
Intimation of Selection : 07.09.2016  
Confirmation by participants : 08.09.2016

**KONGU ENGINEERING COLLEGE**  
(Autonomous)  
PERUNDURAI, ERODE 638052 TAMILNADU

## **WORKSHOP**

On

## **Effective Conversation and Presentation Skills**

**09.09.2016**

## **APPLICATION FORM**

Name :  
Designation :  
Organization :  
  
Sex :  
Age :  
Educational Qualification:  
Address for  
Communication  
(with telephone no.  
& E-mail ID) :  
Experience :  
Teaching : \_\_\_\_\_ years  
Others (Specify) : \_\_\_\_\_ years  
DD Details :  
DD. No. :  
Date :  
Bank Name :  
Need Accommodation: YES/NO

## **DECLARATION**

The above information is true to the best of my knowledge. I agree to abide by the rules and regulations governing the course. If selected, I shall attend the programme for the entire duration. I also undertake the responsibility to inform the Coordinator in case I am unable to attend the course.

Place:

Date: Signature of the Applicant

Application form completed in all respects is to be sent to:

**Ms.R.Shanthakumari,**

Assistant Professor(SLG),

Department of IT,

Kongu Engineering College

Perundurai,

Erode-638 052,

Tamilnadu

Mobile: 7358056979, 9578059659

E mail:kecitevent@gmail.com

## **ABOUT THE COLLEGE**

Kongu Engineering College (KEC) was established in the year 1984. Approved by AICTE, New Delhi and affiliated to Anna University, the institution has been accorded autonomous status from year 2007. The institution has completed 29 years of dedicated and excellent service in the field of technical education. It offers 14 UG programmes, 19 PG programmes and 16 Research programmes and is one among the best self financing Engineering colleges imparting high quality technical education in India. The college is well known for its technical excellence, modern facilities, record of performance with excellent results and enterprising students. The college has got NBA accreditation for all UG programmes, Best Engineering College award, Best Principal award and ISO certification.

## **ABOUT TECHNOLOGY BUSINESS INCUBATOR**

TBI@KEC, first of its kind in India has been established in the KEC campus with the support and grant –in-aid from the NSTEDB/DST/GoI. The motto of the Incubator is “Concept to Commercialization”. The TBI provides congenial atmosphere with state-of-the-art infrastructural facilities- hardware as well as software-in the emerging Electronics and ICT related technology areas so that the entrepreneur-aspirants including SMEs can convert their innovative ideas into commercial products and services. The TBI offers its services to the faculty and students also to get directly involved with the entrepreneurs in product/process development. TBI@KEC has won the National Award for Technology Business Incubator by the DST for the year 2012. The Award was presented by the President of India in May 2013.

## **ABOUT THE DEPARTMENT**

The Department of Information Technology is offering B.Tech. Degree programme in IT, M.Tech Degree Programme in Information Technology and M.Tech(IT) degree programme in Information and Cyber Warfare. The department has extensive computing facilities with latest software like MATLAB, ORCAD, Visual Studio .Net,IBM-DB2, Websphere Application Server (WAS) etc.,

## **ABOUT THE LOCATION**

The college is situated at Perundurai on the National Highway (NH 47) about 80 km from Coimbatore and 17 km from Erode. It is well connected by air, road and rail.



# **TECHNICAL ANNOUNCEMENT BROCHURE WORKSHOP on Effective Conversation and Presentation**

## **Skills**

### **09.09.2016**

**Convener**  
**Ms.R.Shanthakumari AP(SLG)/IT**

**Coordinators**

**Ms. E. M.Roopadevi, AP/IT**  
**Ms. B. Bhuvaneshwari, AP/IT**

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Department of Information Technology  
&  
Technology Business Incubator @  
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