

**A WORKSHOP
ON
COMMUNICATION SKILLS**

REGISTRATION FORM

Click here to register

Name:

Roll no/Emp Id:

Qualification:

Department:

Organization:

Address for Correspondence:

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Mobile:

Email:

Declaration by the Applicant

I agree to abide the rules and regulations of the workshop of IARE and shall attend all the sessions compulsorily.

Date:

Signature of the Applicant

CHIEF PATRON

Sri. M Rajasekhar Reddy

Chairman

Institute of Aeronautical Engineering, Hyderabad

PATRONS

Sri. CH Sathi Reddy

Secretary and Correspondent

Institute of Aeronautical Engineering, Hyderabad

Sri. B Rajeshwar Rao

Executive Director and Treasurer

Institute of Aeronautical Engineering, Hyderabad

Dr. L V Narasimha Prasad

Principal

Institute of Aeronautical Engineering, Hyderabad

Organised

by

Institute of Aeronautical Engineering, Hyderabad

COMMUNICATION SKILLS

July 24-August 4, 2017



Organized by

Institute of Aeronautical Engineering

Dundigal, Hyderabad - 500 043

Telangana, INDIA

VENUE

Institute of Aeronautical Engineering

Sarang Hall, Bharadwaja Block Dundigal

Hyderabad - 500 043 Telangana, I

ABOUT THE INSTITUTE

Institute of Aeronautical Engineering (IARE) was established in the year 2000 with a mission 'Education for Liberation'. Started with aircraft maintenance engineering in the year 1994, it has gradually transformed itself into a premier integrated inter disciplinary technological institute offering UG and PG programs in CSE, IT, ECE, EEE, AERO, MECH and CE and MBA.

IARE is a prestigious **Autonomous** institute approved by AICTE, New Delhi; recognized by Govt. of Telangana; permanently affiliated to Jawaharlal Nehru Technological University Hyderabad (JNTUH); and accredited by National Assessment and Accreditation Council (NAAC) with 'A' Grade.

The institute is ranked **139** in Engineering category as per **National Institutional Ranking Framework (NIRF)** – 2019, Ministry of Human Resource Development (MHRD), Govt. of India. From rank band 151-200 in 2017, IARE has risen to the rank of 139th best engineering institution in India. This illustrates positive performance and quality standards we maintain in teaching, research, employability, and innovation. It is the most preferred institute with 100% admissions in the state of Telangana.

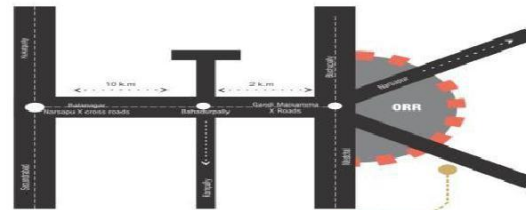
ABOUT THE WORKSHOP

In an organisation communication facilitates the flow of information and understanding between different people and departments through different media using all the channels and networks. This flow of information is vital for managerial effectiveness and decision making in general and for human resource manager in particular as he has to be in contact with the managers of various departments, employees and workers and trade union leaders. This workshop helps the participants to be good communicators.

OBJECTIVES OF WORKSHOP

1. To focus the importance of **Communication skills for one's professional success**
2. To improvise communication capabilities for **better career growth**
3. To provide strategies required for **excellent communication skills**
4. To make participants aware of the use of **several communication techniques for meaningful interaction**

Route Map



TOPICS TO BE COVERED

- **Learning Management Skills**
- **Ccommunication and its purpose**
- **Communication Process**
- **Tools of Communication**
- **Barriers to Communication Skills**
- **Effectiveness of Speaking Skills**
- **Overcoming Barriers of Communication**
- **Interpersonal Communication Skills**
- **Business Communication Skills**
- **Intercultural Communication Skills**
- **Communication Under Stress**
- **Articulation of Thought**

PARTICIPANTS

The faculty, students, corporate staff and parents are eligible to attend for the workshop.