



Report of Workshop on “Wordsworth Communication Tool”

Name of the Activity	<u>Wordsworth Communication Tool</u>
Date	2 December 2020
Venue	Seminar Hall Block A
Speaker	Ms Harshita Bhardwaj
Participants By	Students of BBA, B.Com and BCA (110 Students)
Activity Incharge	Ms Meenakshi
Content	Workshop on Wordsworth Communication Tool was organized at Mangalmay Institute of Management Technology located at Greater Noida. Wordsworth Communication Tool is used to enhance Personality Development and other factors responsible to enhance Communication Skill, Presentation Skills . How to develop the Listening Skills? What are some of the factors that affect listening process? Criteria of adjusting authentic listening Students were told to behave properly in the class and society and give proper due regard to everybody. In listening Skills- what is important factor for becoming a true listener. In this training accent training was also important. Phonetics that deals with the study of sounds, stress and speech organs mentioned in this training.
Objective	To Create Awareness about important skills required for Personality Development. To spread awareness of Etiquettes and Manners among students and How to communicate properly as a True leader.. To explain the Skills like Communication, Leadership, People Skills, Interpersonal Skills, Managerial Skills and others
Outcome of the Activity	This workshop enhanced the knowledge of students about Different types of Skills under Personality Development and active listening that made them realize the reality of life. This workshop helped the students to reduce tension.