

**SNDT COLLOEGE OF ARTS AND SCB COLLEGE OF COMMERCE AND SCIENCE**  
**FOR WOMEN, CHURCHGATE, Mumbai 20**

**Report of Activity 2020-21**

<b>Name of Department/ Committee/ Club</b>	Department of Management studies and Accountancy Department
<b>Name of the Coordinator</b>	Ms. Rekha Yadav(BMS) & Mrs. Sushma Ahire(Accountancy)
<b>Title of the Event/ Programme</b>	Communication - The Key to Success
<b>Date /Period of Event/ Programme -</b>	Jun 7, 2021
<b>Time/Duration</b>	1 hour
<b>Objective of the event/Programme</b>	To Know more about the communication skill also the importance of communication skill in corporate world.
<b>Level (Int/Nat/State/Local)</b>	Local
<b>Outcomes</b>	Student will able to developed Communication skills and its importance in corporate world
<b>Sponsored Agency /Institute</b>	-
<b>Total No. of the Participant</b>	86 students
<b>Name of the Expert /Invitee/Lecturer (With Designation, Contact, Address &amp; email etc.)</b>	Ritu Kedia,(Young entrepreneur)
<b>Venue of the Event/ Programme Online mode</b>	Online mode  Meeting ID: 864 8579 2701  Password: 669292
<b>Funding Details if any</b>	-
<b>Link of College Website</b>	-
<b>Report details – (Plz compile all these in one pdf file)</b>	Report, Invitation mail

**Rekha Yadav**

**BMS**

**Dr Rajendra Gurao**

Name of Coordinator

Name of Committee/Head

Principal

## Report on guest lecture by Mrs Nithya Raghunath

Date: 7<sup>th</sup> June, 2021

Time: 2:30 pm

Meeting ID: 864 8579 2701

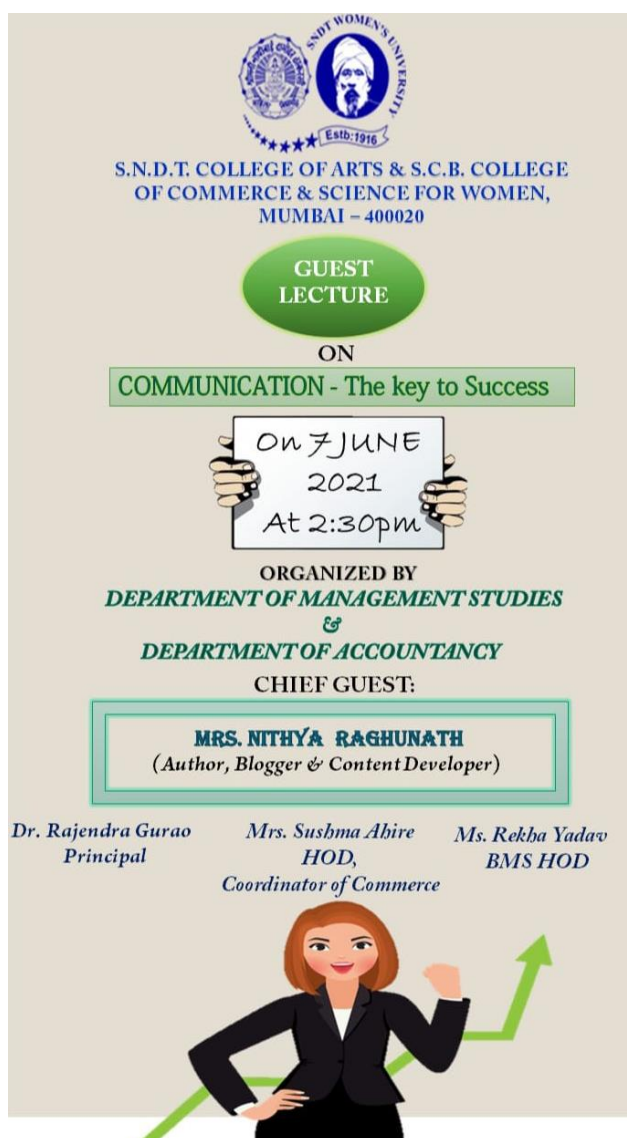
Password: 669292

The S.N.D.T. University organizes a special guest lecture on zoom platform, collaborating with a great author, blogger and content developer, Mrs Nithya Raghunath on 'Communication- the key to success' which meets to its great compliance.

As commerce coordinator, Prof. Sushma Ahire welcomes the guest speaker, students, college associates and all teachers, BMS coordinator Prof. Rekha Yadav presents attendees of the meeting with University song (electronic mode). In the absence of college Principal, Prof. Dr. Rajendra Gurao, staff secretary, Dr. Sonakshi Vichare proceeds with the

inauguration of the meeting, delivering the welcome message to the guest speaker by college principal in his absence. After the formal introduction by Prof. Sheetal Bhanushali the dais is presented to the guest speaker, Mrs Nithya Raghunath, audience waiting to be addressed by her.

Attracting attention of each and every attendee of the meeting including teachers, Mrs Nithya Raghunath proceeds with her topic of decision for the day 'Communication- the key to Success' followed by her wonderful presentation, which was another enjoyment for her attendees filled with numerous activities, assignments and wonderful recommendation of books.



### VERBAL COMMUNICATION

- Be clear and confident on your views
- Be prepared
- Stick to your ideas. Have conviction
- Never lead with an apology, do not give out a bleak conclusion
- Encourage questions
- Be polite
- Be genuine – body language plays an important role here
- Be authentic

### RECOMMENDED READ

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### HOW DO YOU LIKE ME SO FAR?

- I<sup>st</sup> 10 seconds will help you decide whether you like someone or not and whether you want to continue the conversation with them
- Does the person look at you?
- Does the person smile at you?
- Does the person lean forward while talking to you or does he/she lean away?
- Do their eyes narrow when they speak to you?
- Do they make you feel warm and special?
- Do you do all of the above?

### DEALING WITH SHYNESS AND INSECURITIES

- It is natural to feel shy, low on confidence, scared or insecure
- It is uncomfortable, but try to ignore it
- Take a deep breath, pause and smile
- Be well groomed. It increases confidence
- Possess a sense of humor

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### FACT!

Women are better at reading body language than men.  
Their intuition is almost always right

### GUESS THE EXPRESSION FROM THESE EYES!

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### WHAT DO EACH OF THESE GESTURES MEAN?

Achieving great responses from students, the meeting meets to its end without any questions asked by the students, being all their doubts cleared already. As Prof. Dr. Richa Srimal presents vote of thanks to the guest speaker, the meeting ends with smiles on faces of all attendees.



12:47

Vo<sup>1</sup> 1  
LTE 2 51%



(no subject)  bms department



**Rekha yadav** 6/7/2021

to me ▾



Department of Management Studies and Department of Accountancy is jointly inviting for Guest lecture by Mrs. Nithya Raghunath [Author, Blogger and Content Developer]

Topic: Communication - The Key To Success

Time: Jun 7, 2021 02:30 PM Mumbai, Kolkata, New Delhi

Join Zoom Meeting

<https://us02web.zoom.us/j/86485792701?pwd=S2J1YmExNDIHNCtjQ003eWZQdTh6QT09>

Meeting ID: 864 8579 2701

Passcode: 669292

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