MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES
NOTICE

Date: 2 February 2026

Personality Development and Soft Skills Classes

All engineering students are hereby informed that the Department of Humanities is organising **Personality Development and Soft Skills Classes** to enhance their communication skills, public speaking abilities, interpersonal skills, and overall personality development.

These sessions aim to equip students with essential professional and soft skills, enabling them to communicate confidently and effectively in academic and professional settings.

The schedule is as follows:

Dates: 5 February 2026 – 28 February 2026
Days: Monday to Friday
Time: 4:00 p.m. – 5:00 p.m.
Venue: Rooms 346 and 347

All interested students are encouraged to attend these sessions and make the most of this opportunity to enhance their personal and professional competencies.

For further information or clarification, please contact the undersigned.

Namarta 2/2/26

Dr. Namarta Sharma
Coordinator
Department of Humanities

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

NOTICE

Date: 20th August, 2026

Personality Development & Soft Skills Classes

All engineering graduate students are hereby informed that Personality Development Classes focusing on the improvement of soft skills, communication abilities, and public speaking will be conducted by the Department of Humanities.

Interested students are required to register their names via the google form link shared with you:

https://forms.gle/PtivYh4jac4MBsaE8

The details of the classes will be shared with you in due course of time.

Namarta 20/8/26

Dr Namarta Sharma

Coordinator

Department of Humanities

Prof. (Dr.) Vikram Bali
Director
Maharaja Agrasen Institute of Technology
PSP Area, Sector-22, Maharaja Agrasen Chowk
Sector-22, Rohini, Delhi-110086

Department of Humanities

Duties and In-charges for Humanities Learning Studio, Language Lab, and Related Activities – EVEN Semester (2025–26)

11.12.2025

All concerned faculty members are hereby notified of their specific responsibilities for the even semester of the academic session 2025-26, as listed below:

Room / Activity	Faculty In-charge(s)
Humanities Learning Studio (HLS): Room 347	**Dr. Meenu Dudeja**
HLS 346 and Notice board on the wall outside Room 346	**Dr. Shweta Sharma**
HLS 536 and Notice board on the wall outside Room 536	**Dr. Mahim Sharma**
Remedial Classes for LE (Language Enhancement).. prepare a module	**Dr. Meenu Dudeja and Dr. Shalini Mishra**
Public Speaking Activity.. prepare a module	**Dr. Parul Sharma and Dr. Mahim Sharma**
Personality Development and Mental Well-Being Sessions .. prepare a module	**Prof Shikha Saxena, and Dr. Mahim Sharma**

Assignment & Project Work Allocation (Last date: 20th January 2026)

Task Type	Subject	Quantity	Faculty Assigned
Assignment	Communication Skills	2	Dr. Parul Sharma
Assignment	POM	2	Dr. Mahim Sharma
Assignment/Quiz	Technical Writing	2	Dr. Meenu Dudeja
Assignment/Quiz	Human Values and Ethics	2	Dr. Mahim Sharma

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Director
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Task Type	Subject	Quantity	Faculty Assigned
Project Work	TW and HVE	As required	Dr. Shweta Sharma
Project Work	UHV	As required	Dr. Shalini Mishra

Subject Coordinators

Communication Skills: Dr Parul Sharma

HVE: Dr Mahim Sharma and Dr Shweta Sharma

Technical Writing: Dr Meenu Dudeja and Dr Shweta Sharma

UHV: Dr Shalini Mishra

POM: Prof Shikha Saxena and Dr Mahim Sharma

If you have any queries or doubts, please contact **Professor Shikha Saxena** for support and resolution.

In-charges of the Humanities Learning Studio (HLS) must check all aspects of the studio, including working of the microphones, internet connection, and other equipment.

Upload all digital teaching materials (PPTs and others) in time for HLS subjects.

Decorate and maintain the notice boards with relevant details and updated information pertaining to the Humanities Learning Studio, personality development, and related activities.

Coordinate with the relevant faculty in charge to gather teaching materials.

Please carry out these responsibilities with a strong sense of duty.



Dr Namarta Sharma

Coordinator

Dept. of Humanities

Prof. (Dr.) Vikram Bali
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Activities for Students

1. **Mock Interviews & Group Discussions**
   - Simulate campus placement scenarios with feedback on articulation, body language, and confidence.

2. **Speech Labs**
   - Students deliver TED-style mini talks on technical/social issues.

3. **Cross-Cultural Role Play**
   - Enact workplace situations involving multicultural teams.

4. **Business Simulation Exercises**
   - Drafting and responding to professional emails, memos, and crisis communication.

5. **Communication Clinics**
   - One-on-one feedback sessions on presentation, tone, and grammar.

6. **Podcasting & Video Assignments**
   - Students create short audio/video content on engineering topics, explaining them simply for a general audience.

7. **Debate & Panel Discussions**
   - Topics: *"Can AI replace human communication?"*, *"Is technical knowledge more important than soft skills?"*

8. **Reflective Communication Journals**
   - Weekly logs on communication challenges faced and strategies used to overcome them.

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

COURSE EXIT SURVEY

Personality Development and Soft Skills Classes

Session: 5–27 February 2026 | Time: 4:00–5:00 p.m. | Venue: Rooms 346 & 347

Student Name: Aaliya Siddique Enrollment No.: 08148 12725

Branch: 4 CST 9 Semester: IV Date: 4 March, 2026

Instructions: Please rate each statement on a scale of 1 to 5 based on your learning experience. Your feedback will help improve future sessions.

1 = Strongly Disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

Learning outcome / statement	Rating (tick one)
Communication and Public Speaking	
I can communicate my ideas more clearly and confidently.	☐1 ☐2 ☐3 ☐4 ☑5
I have improved my verbal and non-verbal communication skills.	☐1 ☐2 ☐3 ☐4 ☑5
I can organise and deliver a presentation suited to my audience.	☐1 ☐2 ☐3 ☐4 ☑5
I am better able to recognise and correct common grammatical errors.	☐1 ☐2 ☐3 ☑4 ☐5
Personality Development and Interpersonal Skills	
I can identify personal strengths, weaknesses, and areas for growth.	☐1 ☐2 ☐3 ☐4 ☒5
I have developed greater self-confidence and self-awareness.	☐1 ☐2 ☐3 ☐4 ☐5
I can interact more effectively in teams and diverse professional settings.	☐1 ☐2 ☐3 ☐4 ☑5
I can apply appropriate etiquette and professional behaviour.	☐1 ☐2 ☐3 ☑4 ☐5
Career Readiness and Practical Application	
I feel better prepared for interviews and group discussions.	☐1 ☐2 ☐3 ☑4 ☐5
I can respond to interview questions with greater clarity and composure.	☐1 ☐2 ☐3 ☑4 ☐5
The activities helped me connect soft skills with placement preparation.	☐1 ☐2 ☐3 ☑4 ☐5
I can apply the skills learned in academic and workplace situations.	☐1 ☐2 ☐3 ☐4 ☑5
Session Effectiveness	
The sessions were engaging, interactive, and relevant.	☐1 ☐2 ☐3 ☐4 ☑5
The facilitator provided useful guidance and constructive feedback.	☐1 ☐2 ☐3 ☐4 ☑5
The practice activities offered sufficient opportunities to participate.	☐1 ☐2 ☐3 ☐4 ☑5
Overall, the sessions met my learning expectations.	☐1 ☐2 ☐3 ☑4 ☐5

Impact on confidence in public speaking (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

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Sector-22, Rohini, Delhi-110086

Impact on placement preparation (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☐ 75–90% ☐ Above 90%

Which activity was most useful to you? ☐ Mock interview / group discussion ☑ Speech / presentation ☑ Role-play ☐ Debate / panel discussion ☐ Other: _____

What did you find most valuable about these sessions?

The impact of voice modulation in role play.

What improvements or additional topics would you suggest?

Every thing was perfect.

Student Signature: _____

Dr. Namarta Sharma | Coordinator, Department of Humanities

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

COURSE EXIT SURVEY

Personality Development and Soft Skills Classes

Session: 5–27 February 2026 | Time: 4:00–5:00 p.m. | Venue: Rooms 346 & 347

Student Name: YAVI GUPTA Enrollment No.: 01514802823

Branch: AIML-IX-A Semester: IV Date: 06-03-2026

Instructions: Please rate each statement on a scale of 1 to 5 based on your learning experience. Your feedback will help improve future sessions.

1 = Strongly Disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

Learning outcome / statement	Rating (tick one)
Communication and Public Speaking	
I can communicate my ideas more clearly and confidently.	☐1 ☐2 ☐3 ☐4 ☑5
I have improved my verbal and non-verbal communication skills.	☐1 ☐2 ☐3 ☐4 ☑5
I can organise and deliver a presentation suited to my audience.	☐1 ☐2 ☐3 ☑4 ☐5
I am better able to recognise and correct common grammatical errors.	☐1 ☐2 ☐3 ☐4 ☑5
Personality Development and Interpersonal Skills	
I can identify personal strengths, weaknesses, and areas for growth.	☐1 ☐2 ☐3 ☑4 ☐5
I have developed greater self-confidence and self-awareness.	☐1 ☐2 ☐3 ☑4 ☐5
I can interact more effectively in teams and diverse professional settings.	☐1 ☐2 ☐3 ☑4 ☐5
I can apply appropriate etiquette and professional behaviour.	☐1 ☐2 ☐3 ☐4 ☑5
Career Readiness and Practical Application	
I feel better prepared for interviews and group discussions.	☐1 ☐2 ☐3 ☐4 ☑5
I can respond to interview questions with greater clarity and composure.	☐1 ☐2 ☐3 ☑4 ☐5
The activities helped me connect soft skills with placement preparation.	☐1 ☐2 ☐3 ☐4 ☑5
I can apply the skills learned in academic and workplace situations.	☐1 ☐2 ☐3 ☑4 ☐5
Session Effectiveness	
The sessions were engaging, interactive, and relevant.	☐1 ☐2 ☐3 ☐4 ☑5
The facilitator provided useful guidance and constructive feedback.	☐1 ☐2 ☐3 ☑4 ☐5
The practice activities offered sufficient opportunities to participate.	☐1 ☐2 ☐3 ☐4 ☑5
Overall, the sessions met my learning expectations.	☐1 ☐2 ☐3 ☐4 ☑5

Impact on confidence in public speaking (tick one): ☐ Below 50% ☐ 50–60% ☑ 60–75% ☐ 75–90% ☐ Above 90%

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Sector-22, Rohini, Delhi-110086

Impact on placement preparation (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

Which activity was most useful to you? ☐ Mock interview / group discussion ☐ Speech / presentation ☑ Role-play ☐ Debate / panel discussion ☐ Other: _____

What did you find most valuable about these sessions?

After the session I can confidently speak in front of people.

What improvements or additional topics would you suggest?

_____

Student Signature: yavi

Dr. Namarta Sharma | Coordinator, Department of Humanities

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

COURSE EXIT SURVEY

Personality Development and Soft Skills Classes

Session: 5–27 February 2026 | Time: 4:00–5:00 p.m. | Venue: Rooms 346 & 347

Student Name: Yug Dhawan Enrollment No.: 01014816023

Branch: E(VLSI) 1 Semester: VI Date: 6 March, 2026

Instructions: Please rate each statement on a scale of 1 to 5 based on your learning experience. Your feedback will help improve future sessions.

1 = Strongly Disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

Learning outcome / statement	Rating (tick one)
Communication and Public Speaking	
I can communicate my ideas more clearly and confidently.	☐1 ☐2 ☐3 ☑4 ☐5
I have improved my verbal and non-verbal communication skills.	☐1 ☐2 ☐3 ☑4 ☐5
I can organise and deliver a presentation suited to my audience.	☐1 ☐2 ☐3 ☐4 ☑5
I am better able to recognise and correct common grammatical errors.	☐1 ☐2 ☐3 ☐4 ☑5
Personality Development and Interpersonal Skills	
I can identify personal strengths, weaknesses, and areas for growth.	☐1 ☐2 ☐3 ☐4 ☑5
I have developed greater self-confidence and self-awareness.	☐1 ☐2 ☐3 ☐4 ☑5
I can interact more effectively in teams and diverse professional settings.	☐1 ☐2 ☐3 ☑4 ☐5
I can apply appropriate etiquette and professional behaviour.	☐1 ☐2 ☐3 ☐4 ☑5
Career Readiness and Practical Application	
I feel better prepared for interviews and group discussions.	☐1 ☐2 ☐3 ☐4 ☑5
I can respond to interview questions with greater clarity and composure.	☐1 ☐2 ☐3 ☑4 ☐5
The activities helped me connect soft skills with placement preparation.	☐1 ☐2 ☐3 ☑4 ☐5
I can apply the skills learned in academic and workplace situations.	☐1 ☐2 ☐3 ☐4 ☑5
Session Effectiveness	
The sessions were engaging, interactive, and relevant.	☐1 ☐2 ☐3 ☑4 ☐5
The facilitator provided useful guidance and constructive feedback.	☐1 ☐2 ☐3 ☑4 ☐5
The practice activities offered sufficient opportunities to participate.	☐1 ☐2 ☐3 ☑4 ☐5
Overall, the sessions met my learning expectations.	☐1 ☐2 ☐3 ☑4 ☐5

Impact on confidence in public speaking (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

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Impact on placement preparation (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

Which activity was most useful to you? ☑ Mock interview / group discussion ☐ Speech / presentation ☐ Role-play ☑ Debate / panel discussion ☐ Other: _____

What did you find most valuable about these sessions?

The motivation that was given by the teachers to overcome hesitation.

What improvements or additional topics would you suggest?

More such supportive sessions.

Student Signature: _____

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

COURSE EXIT SURVEY

Personality Development and Soft Skills Classes

Session: 5–27 February 2026 | Time: 4:00–5:00 p.m. | Venue: Rooms 346 & 347

Student Name: Shaman Singh Multani; Enrollment No.: 02148602

Branch: E(VLSI)1 Semester: IV Date: 06-03-2026

Instructions: Please rate each statement on a scale of 1 to 5 based on your learning experience. Your feedback will help improve future sessions.

1 = Strongly Disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

Learning outcome / statement	Rating (tick one)
Communication and Public Speaking	
I can communicate my ideas more clearly and confidently.	☐1 ☐2 ☐3 ☐4 ☐5
I have improved my verbal and non-verbal communication skills.	☐1 ☐2 ☐3 ☐4 ☐5
I can organise and deliver a presentation suited to my audience.	☐1 ☐2 ☐3 ☐4 ☐5
I am better able to recognise and correct common grammatical errors.	☐1 ☐2 ☐3 ☐4 ☐5
Personality Development and Interpersonal Skills	
I can identify personal strengths, weaknesses, and areas for growth.	☐1 ☐2 ☐3 ☐4 ☐5
I have developed greater self-confidence and self-awareness.	☐1 ☐2 ☐3 ☐4 ☐5
I can interact more effectively in teams and diverse professional settings.	☐1 ☐2 ☐3 ☐4 ☐5
I can apply appropriate etiquette and professional behaviour.	☐1 ☐2 ☐3 ☐4 ☐5
Career Readiness and Practical Application	
I feel better prepared for interviews and group discussions.	☐1 ☐2 ☐3 ☐4 ☐5
I can respond to interview questions with greater clarity and composure.	☐1 ☐2 ☐3 ☐4 ☐5
The activities helped me connect soft skills with placement preparation.	☐1 ☐2 ☐3 ☐4 ☐5
I can apply the skills learned in academic and workplace situations.	☐1 ☐2 ☐3 ☐4 ☐5
Session Effectiveness	
The sessions were engaging, interactive, and relevant.	☐1 ☐2 ☐3 ☐4 ☐5
The facilitator provided useful guidance and constructive feedback.	☐1 ☐2 ☐3 ☐4 ☐5
The practice activities offered sufficient opportunities to participate.	☐1 ☐2 ☐3 ☐4 ☐5
Overall, the sessions met my learning expectations.	☐1 ☐2 ☐3 ☐4 ☐5

Impact on confidence in public speaking (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

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Impact on placement preparation (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

Which activity was most useful to you? ☐ Mock interview / group discussion ☑ Speech / presentation ☐ Role-play ☐ Debate / panel discussion ☐ Other: _____

What did you find most valuable about these sessions?

Now I am feeling much better & my self confidence has improve a lot.

What improvements or additional topics would you suggest?

Student Signature: Shawan

Dr. Namarta Sharma | Coordinator, Department of Humanities

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MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

DEPARTMENT OF HUMANITIES

COURSE EXIT SURVEY

Personality Development and Soft Skills Classes

Session: 5–27 February 2026 | Time: 4:00–5:00 p.m. | Venue: Rooms 346 & 347

Student Name: Ankit Jha Enrollment No.: 09214812724

Branch: CST Semester: IV Date: March 4, 2026.

Instructions: Please rate each statement on a scale of 1 to 5 based on your learning experience. Your feedback will help improve future sessions.

1 = Strongly Disagree 2 = Disagree 3 = Neutral 4 = Agree 5 = Strongly Agree

Learning outcome / statement	Rating (tick one)
Communication and Public Speaking	
I can communicate my ideas more clearly and confidently.	☐1 ☐2 ☐3 ☐4 ☑5
I have improved my verbal and non-verbal communication skills.	☐1 ☐2 ☐3 ☐4 ☑5
I can organise and deliver a presentation suited to my audience.	☐1 ☐2 ☐3 ☑4 ☐5
I am better able to recognise and correct common grammatical errors.	☐1 ☐2 ☐3 ☐4 ☑5
Personality Development and Interpersonal Skills	
I can identify personal strengths, weaknesses, and areas for growth.	☐1 ☐2 ☐3 ☑4 ☐5
I have developed greater self-confidence and self-awareness.	☐1 ☐2 ☐3 ☐4 ☑5
I can interact more effectively in teams and diverse professional settings.	☐1 ☐2 ☐3 ☐4 ☑5
I can apply appropriate etiquette and professional behaviour.	☐1 ☐2 ☐3 ☐4 ☑5
Career Readiness and Practical Application	
I feel better prepared for interviews and group discussions.	☐1 ☐2 ☐3 ☑4 ☐5
I can respond to interview questions with greater clarity and composure.	☐1 ☐2 ☐3 ☐4 ☑5
The activities helped me connect soft skills with placement preparation.	☐1 ☐2 ☐3 ☑4 ☐5
I can apply the skills learned in academic and workplace situations.	☐1 ☐2 ☐3 ☑4 ☐5
Session Effectiveness	
The sessions were engaging, interactive, and relevant.	☐1 ☐2 ☐3 ☐4 ☑5
The facilitator provided useful guidance and constructive feedback.	☐1 ☐2 ☐3 ☐4 ☑5
The practice activities offered sufficient opportunities to participate.	☐1 ☐2 ☐3 ☐4 ☑5
Overall, the sessions met my learning expectations.	☐1 ☐2 ☐3 ☐4 ☑5

Impact on confidence in public speaking (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

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Impact on placement preparation (tick one): ☐ Below 50% ☐ 50–60% ☐ 60–75% ☑ 75–90% ☐ Above 90%

Which activity was most useful to you? ☐ Mock interview / group discussion ☐ Speech / presentation ☐ Role-play ☑ Debate / panel discussion ☐ Other: _____

What did you find most valuable about these sessions?

I improved my soft skills and confidence.

What improvements or additional topics would you suggest?

More practice sessions can be done.

Student Signature: _____

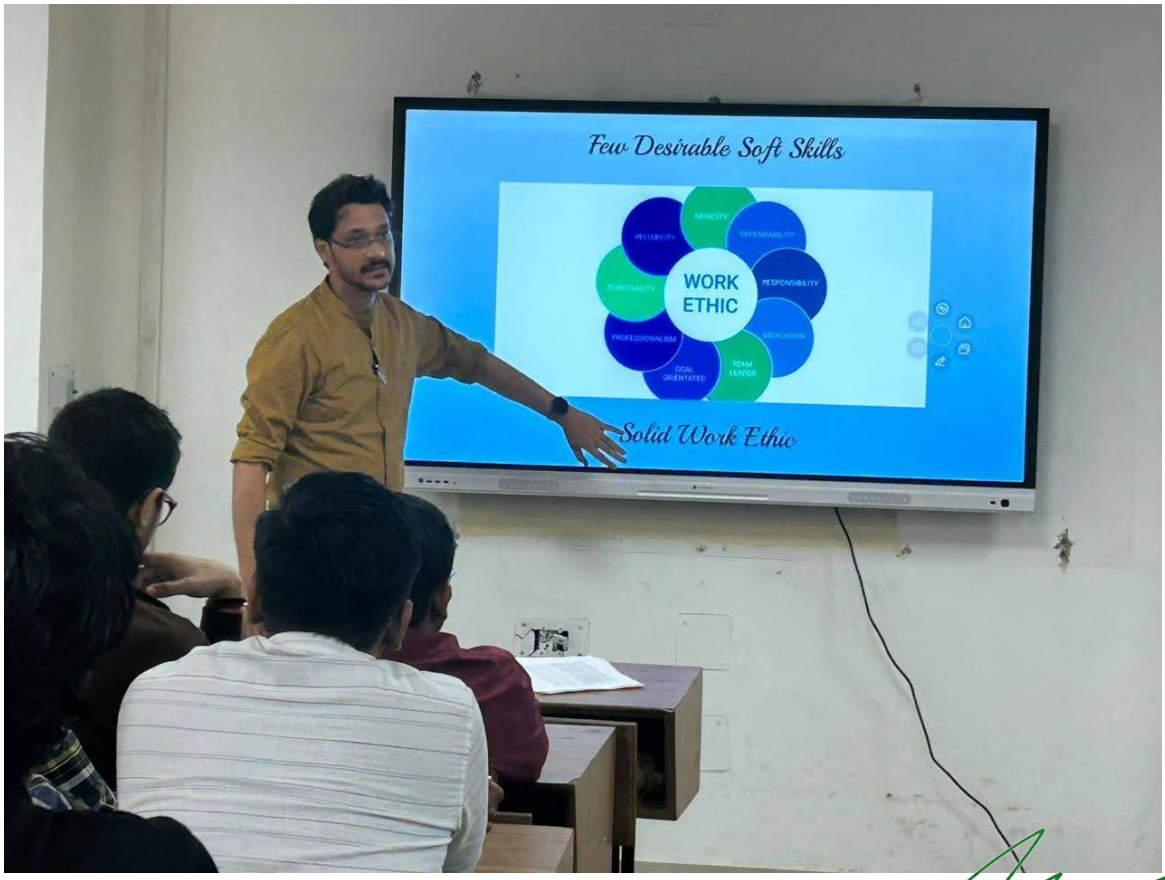
Dr. Namarta Sharma | Coordinator, Department of Humanities

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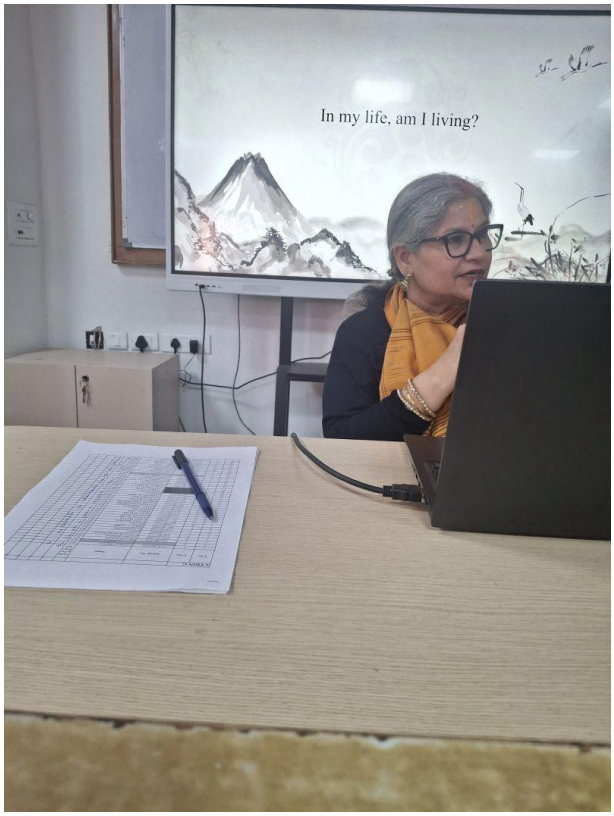
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Annanya Pandey
• 1st

Member at CSI - InnoWave
8mo •

A question. A thought. An emotion.

These words hit me like a truck in the middle of a class. For a moment, the constant rat race in my head went silent. And all I could think about was how subtly, how gradually, I had blended myself into sheer competition.

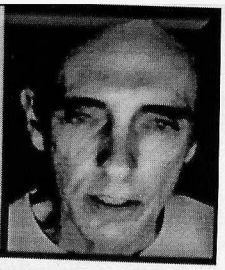
It made me reflect on how often I've measured my worth through achievements and material milestones. How easily identity gets tied to performance, grades, and the path we are expected to follow.

I found myself asking: Who am I beyond my education? Who will I be if not an engineer?

We spend so much time learning from our surroundings, people, and courses—absorbing knowledge, building skills, chasing goals. Yet, somewhere in the process, we pause too little to understand ourselves.

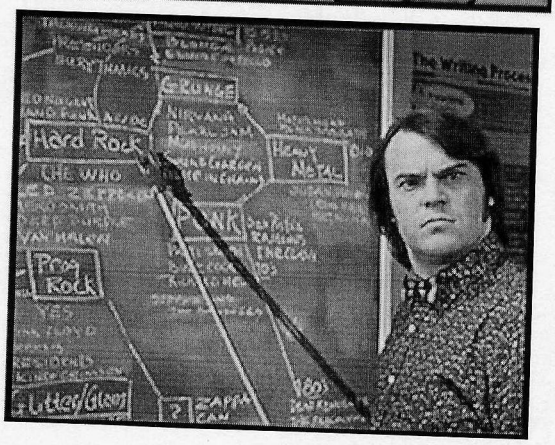
Growth is not just about becoming more skilled; it's also about becoming more aware. And maybe the most important learning journey is the one that leads inward.

Prof. (Dr.) Vikram Bali
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- Featured Whole-Movie Lesson
- Featured Short-Sequence Lesson
- How to Use Whole-Movie Lessons
- Teacher - Whole-Movie Lessons
- Teacher - Short-Sequence Lessons
- Teacher - Classroom Guidelines
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- 简体中文
- Movie Vocabulary List
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- Kidz Korner- Hosted by Theresa Q
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Classroom Guidelines for Whole Movie ESL Lessons



Extensively revised 01/2016

Jump to:

- Motion Picture Association of America
- Genre
- Finding a Copy of the Movie
- Whole-Movie Lesson Plan
- Movies My Way - A Case Study
- Movie Lesson - DAY ONE
- Pause and Discuss (Trance Removal)
- Vocabulary, Pronunciation, & Cathartic Improvisation
- Movie Lesson - DAY TWO
- Follow-Up Activities & FERPA
- Whole-Movie Oral Review
- New Movie Summaries/Reviews
- The Movie or the Book
- Assessments and Grading
- Conclusion

Introduction (Movies Grow English)

Movies Grow English (MGE) is dedicated to using movies successfully in the ESL and EFL classroom. This page discusses the practical specifics of classroom management using whole-movies. It's recommended that you have already read **Teacher - Whole-Movie Lessons** (on the menu bar to the left). Showing movies in the ESL classroom should be a motivating and interactive experience for students with a purpose of maximizing language retention. Your chances for success are improved by making an informed movie selection, having a well-designed ESL lesson in hand, and managing the classroom experience with grace, efficiency, and insight. If you're a teaching professional who already likes movies but hasn't tried using them in the classroom, why not build on this interest and give it a go? It's fun. It's rewarding. And I dare say it's so easy. . . *To be honest,* with a little knowledge and experience, it gets easier. So keeping this in mind, let's dim the lights and sprinkle the stardust.

Quick Tips for the Classroom:

1. Preview both *the movie* and *its lesson*. Lesson and movie are in the same sequence.
2. Within the lesson, decide which quotes, questions, and vocabulary to focus on. Highlight or cut-and-paste content you plan to use.
3. Estimate how you'll use available time for both watching and discussing the movie.
4. Remember: Most questions on the lesson are easy for a native speaker of English to answer, so the movie itself is the answer key.
5. Assessments are at http://www.moviesgrowenglish.com/Assessments.html.

Choosing a Whole-Movie

Movie selection involves several considerations. It goes without saying that the ESL professional will preview (watch) a movie before deciding its suitability for showing in her or his class. **Student demographics, movie genre**, and **running-time** are key factors in selecting a movie for your ESL or EFL classroom. For each of the more than 130 ESL lessons at Movies Grow English, this information is researchable by accessing the content at the **Whole-Movie Lesson Portals**, linked directly from the **MGE Home Page** by clicking on any of the movie posters which are organized *alphabetically*. In addition, titles are **Sorted by Level of Difficulty HERE** (also on the home page). Finally, ESL lessons are **Sorted by Movie Genre HERE**. Let's take a little closer look at the selection factors.

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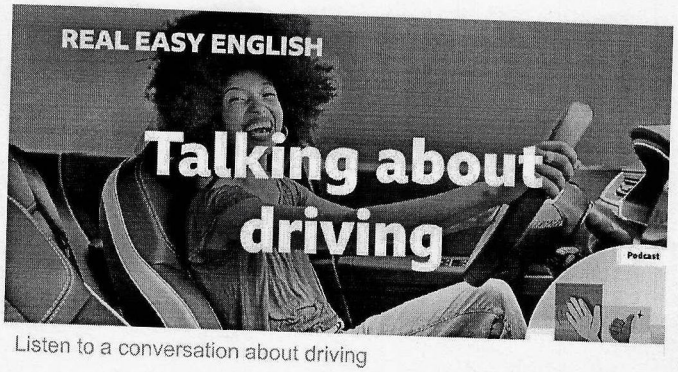
BBC Learning English

Welcome to BBC Learning English

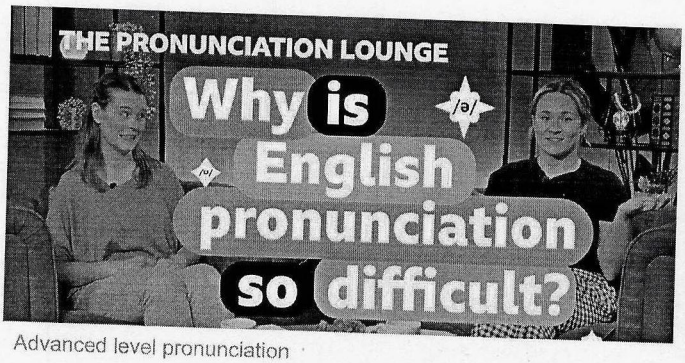
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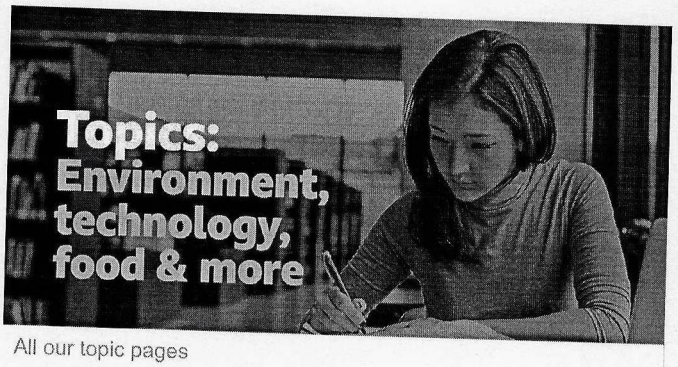


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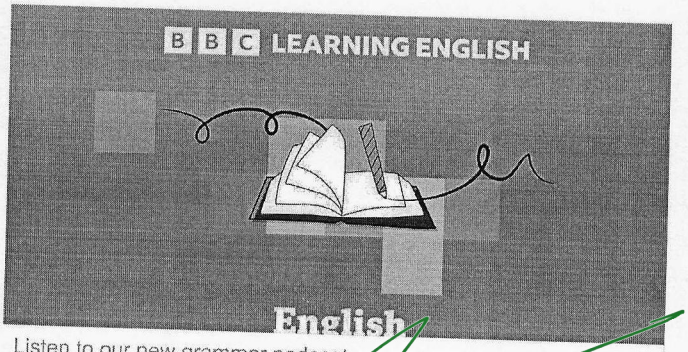


All our topic pages

New series



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https://www.bbc.co.uk/learningenglish/

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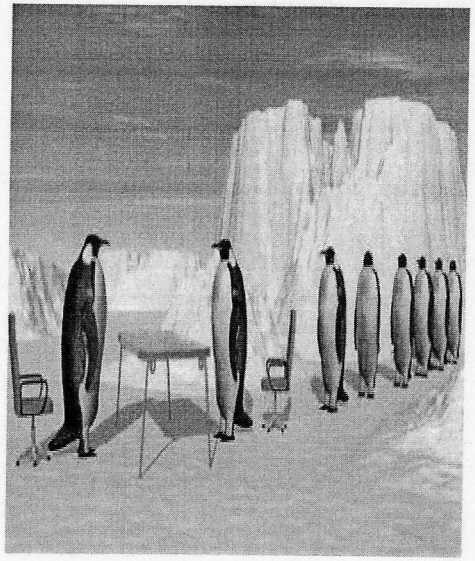
Interview skills

Overview

- Interview Definition
- Preparing for Interviews
- Dressing for Interviews
- Arriving on time
- Types of Interviews
  - Behavioral Interview
  - Phone Interview
  - Other Interviews
- Body Language
- Communication
- Dealing with Nerves
- Closing the Interview
- Common Questions
- Conclusion

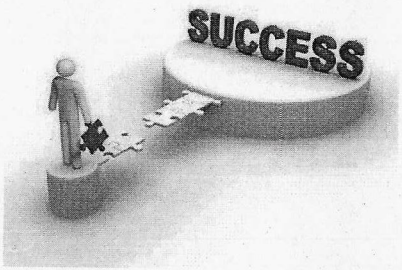
Interview

- A meeting of minimum two an expert and a candidate
- Arranged to examine the suitability of the candidate
- Tested for subject knowledge, skills and desired behavior in a very limited time



Preparing for Interviews

- Research the company
- Share examples of achievements
- Describe the Situation, the Task, the Action you took and the Results of your action.
- Assemble relevant information beforehand
- Re-read your resume and the job ad as a refresher.
- Check yourself in a full-length mirror before the interview



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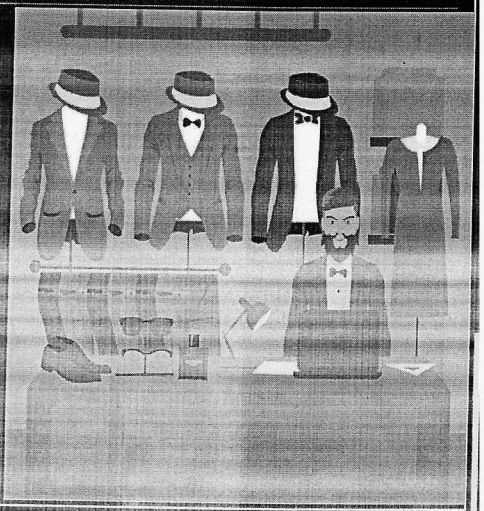
Preparing for Interviews

Rehearsing for your Interview

- Rehearse your answers out loud before the interview to test how well prepared you are
- Identify any gaps in your delivery and answering techniques
- Rehearse with a real person. Your rehearsal partner can provide you with feedback and constructive criticism which is vital to improving your chances for success
- Rehearsing will help you build your confidence and delivery technique
- Rehearse multiple times until you feel your answers are flowing.

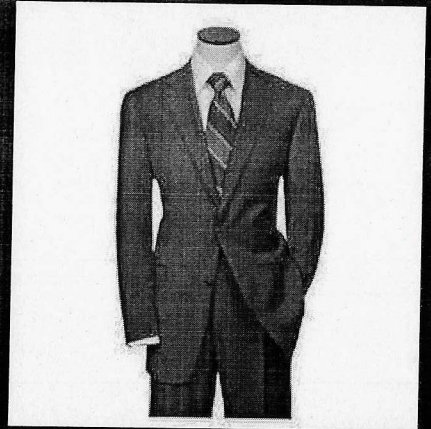
Dressing for the Interview

- Dress formally and well groomed
- You will never get a second chance to make a good impression
- Wear something that make you feel comfortable
- Use simple accessories like simple jewelry , watches, ties, etc
- Scents, perfumes and after shaves lotion should be avoided

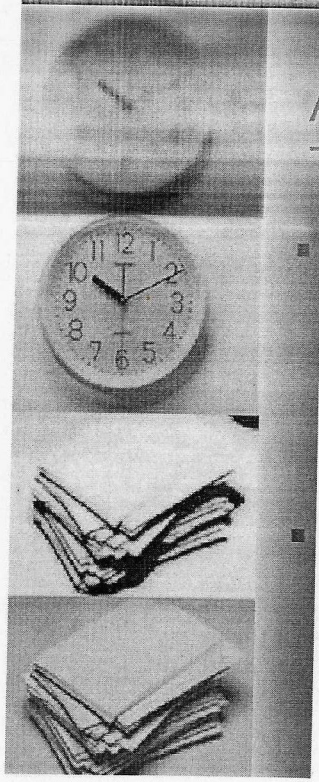


Dressing for the Interview

- For a white collar role, a crisp business suit and tie with formal shoes for men and business suit with either skirt or pants for women is recommended. Navy blue is always a good choice as it is business like and conservative.
- For a blue collar role in a less formal office environment, a crisp, clean shirt/top and jacket with either trousers or pants for a woman or shirt and tie and jacket for a guy with dress shoes and business socks is fine.
- As a general rule, take extra care with your appearance for a job interview. Make sure your clothes are clean and ironed.

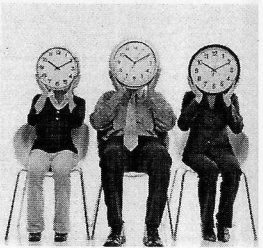


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Arriving on Time

- Be on time! This means not only don't be late, but don't be too early, and don't arrive with "baggage". 10 minutes early is good.
- Smile. Make eye contact and give a firm handshake.

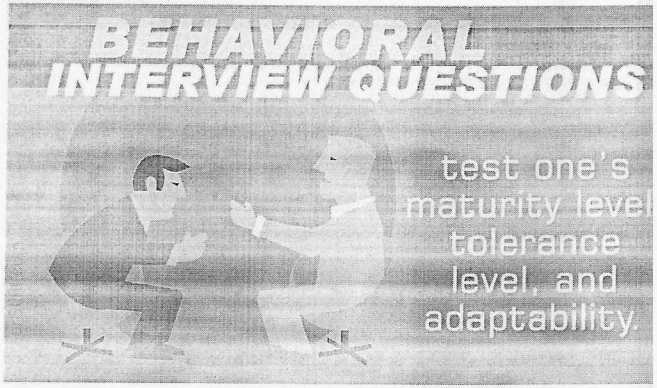


Types of Interviews

- Behavioral Interview
- Stress Interview
- Phone Interview
- Technical Interview
- Group interviews
- Panel Interview
- Role Plays

Behavioral Interview

- This type of interview is based on the notion that a job candidate's previous behaviors are the best indicators of future performance. In behavioral interviews, the interviewer asks candidates to recall specific instances where they were faced with a set of circumstances, and how they reacted.

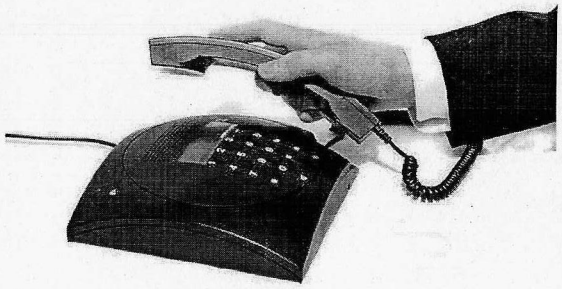


Behavioral Interview Questions

- Tell me about a project you worked on where the requirements changed midstream. What did you do?"
- "Tell me about a time when you took the lead on a project. What did you do?"
- "Describe the worst project you worked on."
- "Describe a time you had to work with someone you didn't like."
- "Tell me about a time when you had to stick by a decision you had made, even though it made you very unpopular."
- "Give us an example of something particularly innovative that you have done that made a difference in the workplace."
- "What happened the last time you were late with a project?"
- "Have you ever witnessed a person doing something that you felt was against company policy. What did you do and why?"

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Phone Interviews



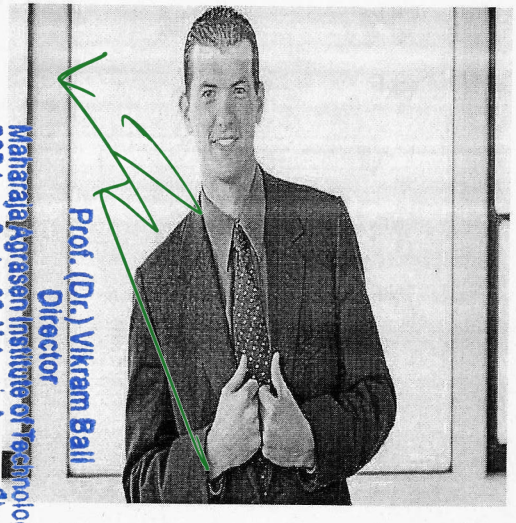
- Telephone Interviews take place if a recruiter wishes to dwindle down the number of prospective candidates before deciding on a shortlist for face- to-face interviews. They also take place if a job applicant is a significant distance away from the premises of the hiring company such as abroad or in another state.

Other Types of Interviews

Stress Interview - Stress interviews are still in common use. One type of stress interview is where the employer uses a succession of interviewers (one at a time or *en masse*) whose mission is to intimidate the candidate and keep him/her off-balance. The ostensible purpose of this interview: to find out how the candidate handles stress.
Stress interviews might involve testing an applicant's behavior in a busy environment. Questions about handling work overload, dealing with multiple projects, and handling conflict are typical.

Technical Interview - This kind of interview focuses on problem solving and creativity. The questions aim at your problem-solving skills and likely show your ability and creativity. Sometimes these interviews will be on a computer module with multiple-choice questions.

Body Language



- Good Eye Contact
- Smile
- Open Body Language
- Don't slouch
- Don't be too erect
- Make sure your eyes sparkle
- Be engaged
- Accept an offer for a glass of water
- Breathe deeply
- Practice your handshake

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Non-Verbal or Body Language

- Posture: sit erect without learning on the desk or slouching in the chair, but don't be stiff and tense
- Always make eye contact when you speak, but avoid continuous staring
- Don't use too many hand movements and frequent change of facial expressions not in relation to words you have expressed



Communication

- **Matching your communication style to that of the interviewer.**
- **Listen carefully to the interviewers questions**
- **Avoid interrupting the interviewer.**
- **Try not to use jargon in your answers or questions.**



Interview Communication Skills

- A good handshake
- Pronounce the interviewer's name PROPERLY. Get the interviewer to do a lot of talking
- Maintain Good eye contact with your interviewer.
- Smile. Look as if you are enjoying the conversation.
- Have a Confident posture.
- Mirror your interviewer's body language.
- Keep all your answers positive.
- Show ENTHUSIASM.
- LISTEN carefully to the interviewer's question.
- Ask the interviewer questions when the opportunity arises

Dealing with Nerves



Being nervous is normal and most experienced interviewers understand this. And it rarely harms your chances if you acknowledge your nervousness.

However, EXCESSIVE nervousness can work against you – especially if you continually APOLOGIZE FOR IT.

It makes other applicants, who are more relaxed and confident, seem more attractive.

Also, many people tend to be overly talkative when nervous. If you fall into this category, try not to go off on tangents.

Stick to the question being asked and answer it concisely. You will control your nervousness more effectively if you have taken the time to practice answering questions before the interview.

Closing the Interview

- The purpose of the interview is to help you (as well as the company) determine if the position will be right for you.

Prepare questions and ask the interviewer these when asked to do so.

Ask (if you haven't been told) what the process will be after the interview has been completed, or when they would be prepared to make a decision.

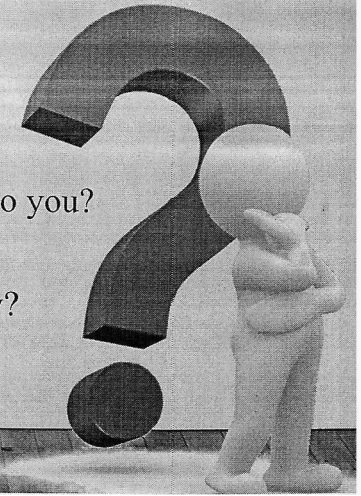
Leave the interviewer with a good impression — smile and a firm handshake.



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INTERVIEW QUESTIONS

Tell me about yourself
Why did you leave your previous job?
What sort of job you are looking for?
What appeals to you about this job?
Why do you think you'd be good at this job?
What are your strengths?
What are your weaknesses?
Would you accept this job if it were offered to you?
What do you know about this company?
If you take this job, how long would you stay?
Don't you think you may be too old/young/inexperienced?



Tell me about yourself

The most often asked question in interviews

Tell your academic record

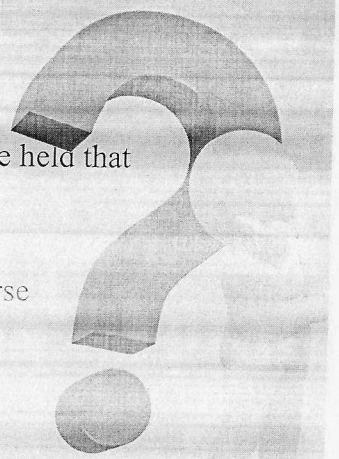
Your skills

Your qualification etc.

Talk about things you have done and jobs you have held that relate to the position you are interviewing for

Time: 3 minutes

Prepare written answer for this question and rehearse



What appeals to you about this job?

TO ACHIEVE THROUGH HEIGHTS AND ALSO TO LEARN, WORK HARD AND QUENCH MY THIRST OF KNOWLEDGE IN THE RELATED FIELD, WHICH I AM GOING TO WORK

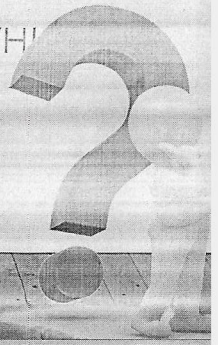


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What do you think you do be good at this job?

THE BEST IS TO SAY GENERAL AND SAY SOMETHING LIKE: A JOB WHERE I LOVE TO WORK, LIKE THE PEOPLE, CAN CONTRIBUTE MORE TO THE COMPANY

A JOB WHICH IS CHALLENGING, A JOB WH GIVES ME OPPORTUNITIES TO PROVE KNOWLEDGE AND SKILLS



What are your strengths ?

Strength of your subject knowledge

Your ability to prioritize,

Your problem –solving skills,

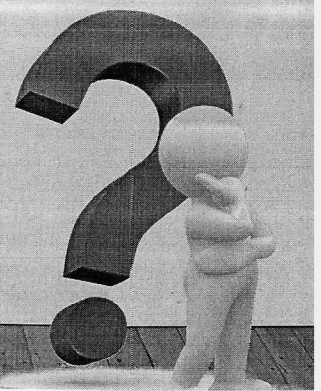
Your ability to work under pressure,

Your ability to focus on projects,

Your professional expertise,

Your leadership skills and

your positive attitude.



What are your weakness ?

- Here you have to tell your weakness As strength
- Tell Always I will be committed to the assigned work, which I expect from my co-workers, this leads to affects the interpersonal relationship but the outcome of the work will be satisfied. This the team leader.



What do you know about this company ?

You have to go to the website and look for the details like company, products, services, year of starting the company, their annual reports,agenda.

How many workers are working in that comp volume of the business future plan of busines and other specific details .

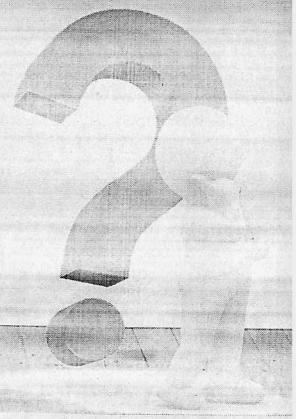


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Would accept this job, if were offered to you ?

YES, CERTAINLY I WILL ACCEPT THIS JOB DO THE BEST TO THE COMPANY OR ORGANIZATION.

- No, you have give reason.



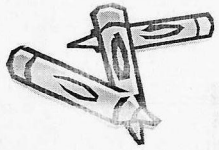
Don't you think you may be too old/ young/inexperienced ?

ADMIT THAT YOU HAVE NO EXPERIENCE. HOWEVER EXPLAIN YOUR ACADEMIC STRENGTH.



Conclusion - Final Tips

- **Know the company:** You should be pretty well acquainted with the company and the type of work they do. You will need to do your homework and know something of their corporate culture, internal systems, business history, annual reports, mission statement etc. You can do this using several resources including company brochures, pamphlets, annual reports, newsletters and the company Web site.
- **Confirm important details:** Confirm times and arrive at least fifteen minutes early to create a good first impression, travel to the interview location a day before using the same method of transport to ensure you will be on time and memorize the name of the interviewer.



Conclusion - Final Tips

- **Switch off your mobile:** make sure it is switched off during the interview to avoid distractions.
- **No wet fish handshakes:** Shake hands warmly with a firm grip. Handshakes have a far deeper significance than most people give credit for.
- **Ask questions:** At the end of the interview, ask questions. This is your chance to really impress the interviewer with your research skills about the company and list of planned questions about the role.
- **Body language:** Don't smoke, relax, smile, look at people as you speak to them, avoid one word answers, ask questions if something seems unclear and keep your answers simple and honest.
- **Job Offer:** Finally: If you accept the job, you have given your word, it is a "Verbal Contract". If you have any doubts, ask for time to think but give a time within 24 hours by which you will respond, and stick to it.



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Interview Skills

Typical Behavioral Interview

Component	Time
• Introduction/Greeting	2 minutes
• Employer questioning	15-20 minutes
• Applicant prepared questions	5 minutes
• Closing	3 minutes

Introduction/Greeting

- First impressions count
  - Appearance is important
  - Good eye contact
  - Firm handshake
- Introduce yourself
  - Slow, clear pronunciation of name
  - Make small talk
- Practice

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Employer Questions

Will

- address items on your resume
- ask about behavior/skills you have

Will not

- be personal

Behavior Based Interviewing

- Previous behavior predicts future behavior
- Recruiters ask for examples that demonstrate your level of skill with a behavior that is important to the firm.

Some common areas covered in interviews:

- Leadership
- Teamwork
- Initiative
- Analytical Ability
- Creativity/Innovation
- Problem Solving Skills
- Customer/Client Relations

Common Questions to Prepare For

- Tell me about yourself? or Walk me through your resume
- Why did you decide to go to the particular field?
- Tell me about a time when you had an opportunity to lead others. What did you learn from it?
- What are your strengths/weaknesses?
- What achievement are you the most proud of?
- Why do you want to work for _____ company?

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Tell me about yourself?
(Walk me through your resume)

Include

- Tie your story to their business needs
- Demonstrate 2 or 3 strengths related to position or why you chose
- How you can contribute to company

Don't include

- Personal/family information
- Politics

Why did you decide to go to the particular institute?

- What skill are they accessing?
- ST – Looking for X in a school
- As – Steps you took to determine criteria was met
- R – Based on X(s) was best choice

What are your strengths?

- Relate them to the job
- Give examples of where you have demonstrated them
- How were they developed?

What are your weaknesses?

- Admit you have one
- Identify what you are doing to improve or learned from this weakness
- Detail the results or time frame expected

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Need more time?

- Good question, let me think about that a minute.
- So, you are asking if…..
- Can you repeat that question, please?
- No one's ever asked me that one before…
- Silence is okay, too

How to prepare for an interview?

- Research the company
- Review your resume
- Prepare questions for interviewer
- Prepare yourself

Research the Company

- Know the industry
- Know the company
- Know the job duties

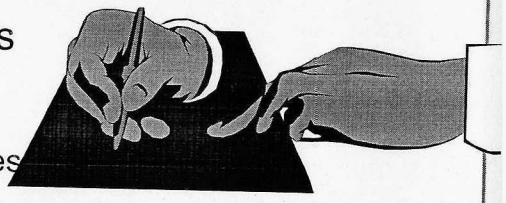
Review your Resume

- How do your career goals align with position?
- Do you have stories for each point on your resume?

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Prepare Questions for Interviewer

- Consider multiple areas
  - Corporate values
  - Anticipated responsibilities
  - Employment trends
  - Measures of work performance
  - Work environment
  - Quality of work
  - Personality factors



- Demonstrate your knowledge of the industry

Closing

- Always thank them for the interview
- Clarify if they haven't told you next steps
- End with you are looking forward to hearing from them and really enjoyed talking to them.

Prepare Yourself

- Appearance
- Firm Handshake/Eye Contact
- Smile appropriately and nod
- Be confident



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Effective Communication for Smart Decisions

Prof. Namarta Sharma

Dept of Humanities

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C O N T E N T S

01 PART The Essence of Magnetic Personalities

02 PART Preparing for Impactful Speech

03 PART Expressing Speech with Charisma

04 PART Effective Delivery: Pitch, Pace, Pause

05 PART The Power of Practice

06 PART Transforming Communication for Smart Decisions

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PART 01

The Essence of Magnetic Personalities

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What Makes Leaders Magnetic?



Charisma and Influence

Exploring the qualities that make figures like Socrates, Gandhi, and Martin Luther King influential; charisma provides a compelling force, drawing others to their vision and ideas.



Contextual Communication

Addressing diverse scenarios, including welcoming guests, participating in debates, or engaging in political campaigns; it highlights the adaptability required for effective communication.



Communication's Impact

Highlighting the energizing nature of communication, leading to improved work efficiency, strong leadership, and personal advancement; fostering collaboration, innovation, and growth.

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Communication's Impact on Smart Decisions

01

Empowering Decision Makers

Effective communication equips decision-makers with clear insights, diverse perspectives, and actionable strategies; it empowers them to navigate complexity and make well-informed choices.

02

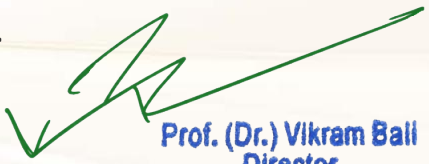
Communication and Transparency

Open and transparent communication fosters trust, accountability, and collaboration among stakeholders; enhances participation and engagement, leading to better buy-in and outcomes.

03

The Decisive Edge

In high-stakes situations, clear and persuasive communication can make the difference between success and failure; it shapes perceptions, influences opinions, and drives collective action.



PART 02

Preparing for Impactful Speech

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The BBC's Approach to Preparation

Theme Identification

Defining the central theme of the speech to provide focus and direction, ensuring relevance to the audience; a specific theme makes the communication easier to understand.

Gathering Resources

Collecting supporting resources, including data, examples, and anecdotes, to provide credibility and depth; resources help the audience understand the topic.

Structuring Points Logically

Organizing points logically to ensure a coherent flow of ideas, enhancing audience comprehension; clear and concise communication is vital for engagement.

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Opening and Closing Techniques

Introduction Strategies

The introduction sets the tone and direction of the speech and must be carefully crafted.

Summing Up Techniques

Summarizing the Key points with options such as a summary close, quotation or dramatic close, question close and/or appeal for action.



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PART 03

Expressing Speech with Charisma

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Qualities of Expressive Speech

Charismatic Delivery

The qualities of expressive speech, specifically being charismatic, creative, polished, and figurative, leave lasting impressions.

Rhetorical Techniques

Rhetorical tricks, such as repetition, contrast, and the power of three, add depth and emphasis to speeches; these elements enhance communication engagement and memorability.



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Language: Simplicity, Clarity, Brevity

Linguistic Impact

Lincoln’s Gettysburg Oration, a short speech, demonstrated the importance of research and the power of simple language.

Choosing Words Wisely

The "right choice of the right words at the right time" evokes the right feeling, underscoring the value of word choice.

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PART 04

Effective Delivery: Pitch, Pace, Pause

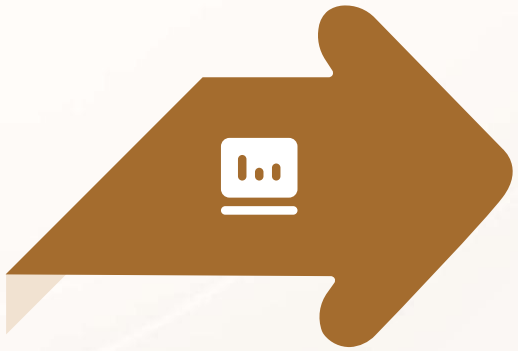
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Elements of Speech Delivery



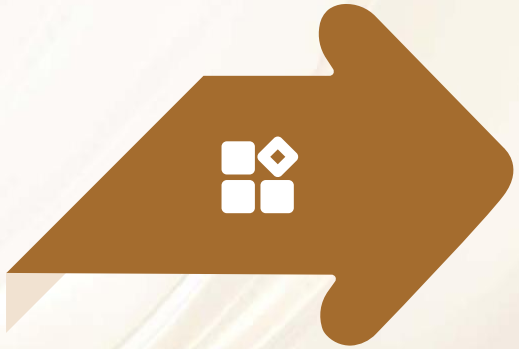
Voice Modulation

Using Pitch, Pace, Pause helps with effective delivery.



Non-Verbal Communication

It is important to use emphasis and gestures to enhance delivery.



Time Management

Following a schedule provides organization of speech.

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Connecting with the Audience

Eye Contact

“Eye contact is an excellent act, use it and reach to every heart” is an important part of good communication.



Speaking from the Heart

“Speak with love, speak with tact, speak from heart, it will have impact” helps connect with an audience.



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PART 05

The Power of Practice

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Honing Your Skills

The Importance of Practice

Remember three words for public speaking: Practice, Practice, Practice.

Shakespeare's Wisdom

“Mend your speech a little lest you may mar your fortunes.”

Adding Humor

"Serious is boring, ego is sin, a touch of humor, will always win.”

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Practical Tips for Improvement

Creating Suspense

Develop suspense, show style, do some magic, and make the audience smile.

Nonverbal Cues

Walk with power, smile and calm, let your hand flow, with open palm.

Prioritizing Delivery

What you say rates but how you speak makes you great and is an important message for speaking.

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PART 06

Transforming Communication for Smart Decisions

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Integrating Communication Strategies

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Synthesis of Key Strategies

Review of the essential communication techniques that foster informed decision-making.



Tailoring the Message

Understand different audience for effective impact.



Impactful Communication

Highlight the need for impactful communication for leadership.

The Future of Smart Decision-Making



01

Communication and Technology

How emerging technologies can enhance strategic communications.

02

Personal Development

Commitment to continuous improvement in communication skills to meet evolving leadership role.

03

Communicating with Love from the Heart

Communication is important for influencing the decision-making process

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Thank you for watching.

Reporter:XXX

Date:20XX-XX-XX

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