



An IQAC Initiative  
Department of English  
Cordially invites to  
Student Induction Programme  
On  
COMMUNICATION AND SOFT SKILLS  
By  
Prof. K Rama Chandra Rao  
HOD, Department Of English  
VR Siddhartha College Of Engineering  
Vijayawada  
Venue: E - Class Room  
Date: 6<sup>th</sup> December, 2021  
Time: 1:00 AM - 3:00 PM

Dr. M. Sarala Devi  
HOD, Dept Of English

Dr.T.Vijaya Lakshmi  
Director

Dr.S.Kalpana  
Principal

**STUDENT INDUCTION PROGRAMME  
ON  
COMMUNICATION AND SOFT SKILLS  
BY**

**Dr K Rama Chandra Rao HOD , Dept of English VR Siddhartha College, Vijayawada  
DATE:6/12/2021 VENUE:E-CLASSROOM**

**ABOUT THE PROGRAMME:**

The resource person Dr K. Rama Chandra Rao said good communication skills are very essential. Communication can be verbal or non-verbal. To make our communication effective, one has to improve LSRW skills. Communication skills involve active listening which means paying close attention to the speaker. Good communicators listen carefully, speak or write clearly, and respect different opinions. He said Clarity comes from clean lines of communication. Responding to people promptly is a mark of good leadership and communication. Current technology expands the communication tools available to us, and most of us use multiple methods to communicate with various groups of people in our lives. This is both a challenge and an opportunity. The key to effective communication in the age of technology is to have a strategy.

- Absorbing ,sharing ,and understanding information presented.
- Communicating (whether by pen , mouth , etc..) in a way that others grasp.
- Using relevant knowledge , know-how ,and skills to explain and clarify thoughts and ideas.
- Listening to others when they communicate , asking questions for better understanding.



**“Communication leads to community , that is, to understanding ,intimacy and mutual valuing”**

**- Rollo May**