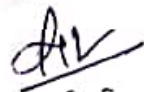


SHANTILAL SHAH ENGINEERING COLLEGE, BHAVNAGAR
General Department
BE Semester – 3 (Civil, Elec., EC, IT, IC, Meeh.)
Topics for Presentation
Effective Technical Communication (3130004)

1. Making a Successful Group Discussion
2. Critical and Creative Thinking make Communication Effective
3. Developing Negotiation Skills
4. Need of Ethics in Professional Life
5. Making Moral Choices and Resolving Moral Dilemma in Professional Life
6. Traits of a Responsible Professional
7. General Telephone Etiquettes and Cautions during Conversation with a Foreign Counterpart
8. Persistence in an Individual is Important for an Organization
9. "That is the thing about books. They let you travel without moving your feet." – Explain this statement with reference to Reading habit.
10. Important Factors in Self-assessment.

Instructions:

- Presentation is to be prepared in the group.
 - A group should be formed of 5 students. A group should be formed as per the enrolment no. Series (e.g. 180430119001, 9002, 9003, 9004, 9005). If any student in between is not available or has left, then the number of group members will be less in some particular group but sequence of the number is to be strictly followed.
 - A group is supposed to select and work on any one topic out of the entire list of the topics.
 - There should be minimum 10 slides.
 - References of the material for the presentation must be mentioned in the last slide.
 - The presentations are to be emailed only. No submission in person will be accepted.
 - Email id for **Electrical, IC & Mechanical Engg.** Students:
dny_07_eng@yahoo.co.in
 - Email id for **Civil, EC & IT Engg.** Students: devangrangani@gmail.com
 - **Subject of the email:** ETC PPT_Enrolments no.
 - For e.g. - English PPT_180430119001,
180430119002, 180430119003, 180430119004, 180430119005
 - **Last date for Submission** is 12th September, 2019.
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- **Concerned Faculty:** Prof. D.N. Vaishnav & Prof. D.B. Rangani


6/9/2019