

BIRPARA COLLEGE

(NAAC ACCREDITED)

P.O. Birpara, Dist. Alipurduar (W.B.)

PIN - 735 204

*(A Govt. Aided Degree College
Affiliated to the University of
North Bengal & Enlisted Under
Sec. 2(f) & 12(B) of UGC. Act.)*



Phone & Fax No. : 03563 - 266217

Website : www.birparacollege.ac.in

e-mail : birparacollege@gmail.com

Ref

Date

WORKSHOP ON "WRITING SKILLS AND ORAL COMMUNICATION STRATEGIES"

Date of Event: 06th April 2022

Venue: Birpara College

No. of Participants: 57 students

Name of Expert: Dr. Jyotirmay Roy, Department of Bengali, Birpara College

1. Introduction:

The workshop on "Writing Skills and Oral Communication Strategies" was organized with the aim of enhancing students' writing abilities and improving their oral communication skills. The session was conducted by Dr. Jyotirmay Roy, a faculty member from the Department of Bengali at Birpara College, who shared valuable insights on effective communication techniques in both written and spoken formats.

2. Objective of the Workshop:

- To improve the students' writing skills, focusing on clarity, structure, and coherence.
- To enhance students' oral communication abilities by discussing strategies for effective speaking, presentation skills, and public speaking.
- To provide practical tips for overcoming common challenges in writing and speaking.

3. Event Summary:

The workshop was attended by a total of 57 students from various disciplines, all of whom were eager to improve their academic and professional communication skills. Dr. Jyotirmay

Kanstav Chakraborti
Principal
Birpara College
Birpara, Alipurduar

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Roy, with his expertise, covered a range of topics under the umbrella of writing and oral communication.

Topics Covered:

• Writing Skills:

- Key principles of effective writing: clarity, structure, coherence, and conciseness.
- Techniques for writing academic essays, reports, and research papers.
- Common writing mistakes and how to avoid them.
- The role of grammar and vocabulary in enhancing writing quality.

• Oral Communication Strategies:

- Techniques for confident and effective speaking.
- Overcoming stage fright and nervousness during presentations.
- The importance of body language, tone, and voice modulation.
- Strategies for structuring oral presentations.
- Tips for engaging the audience and maintaining their attention.

4. Highlights of the Session:

- The workshop featured interactive discussions where students shared their writing and speaking challenges, and Dr. Roy provided constructive feedback.
- Students were given practical exercises in both writing and speaking, enabling them to apply the strategies discussed.

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- Dr. Roy conducted mock oral presentations, where students were encouraged to practice their speaking skills in a supportive environment.
- The session included a Q&A segment, during which students asked questions related to improving their communication skills, both in writing and speaking.

5. Conclusion:

The workshop on "Writing Skills and Oral Communication Strategies" was a great success. Dr. Jyotirmay Roy's expertise and engaging teaching methods left a positive impact on the students, equipping them with practical tools for both written and oral communication. The event not only met its objectives but also fostered greater interest in the art of effective communication among the participants.

Kanstav Chakraborti
Principal
Birpara College
Birpara, Alipurduar

BIRPARA COLLEGE, BIRPARA, ALIPURDUAR

Title of Event: Workshop on "writing skills and Oral Communications strategies"

Date: From 06/04/2022 to -/-/- Time (in hours) _____

Organised by: Department of Bengali

In collaboration with: IQAC, Birpara College

Attendance Sheet

Sl. No.	Roll No.	Signature	Sl. No.	Roll No.	Signature
1.	1210046	MOU SARKAR	26.	1190119	Rinkey Roy
2.	1210052	SAFINA PARVIN	27.	1190119	Pooi Barman
3.	1210053	OHANISHTHA BARMAN	28.	1190124	BEJAN RAY
4.	1210054	RIMPA RAY	29.	1190128	Debari BOSE
5.	1210058	MANDIRA SARKAR	30.	1190145	KHA DI MUL HOQUE
6.	1210059	PAMMI CHAKRABORTY	31.	1190040	Reena Chhetri
7.	1210065	Sibham Subroddhar	32.	1190063	ROHINI PRADHAN
8.	1210066	Rumpi Parvin	33.	1190069	Simran Hoque
9.	1210085	Payal sarkar	34.	1190066	Sneha Chakraborty
10.	1200029	Priya Brata Paul	35.	1190067	Rojan alley
11.	1200030	Sweetly mallick	36.	1190068	JUMAN BARMAN
12.	1200033	MOUSOMI MANDAL	37.	1190078	NACHIKETA ROY
13.	1200036	BHASKAR ROY	38.	1190083	Prabin Roy
14.	1200037	CHANDRIKA BISWAS	39.	1190121	Himan barman
15.	1200038	SHARMILA BISWAS	40.	1190125	AFSANA AHMED
16.	1200039	Rokeya khakun	41.	1190137	MANASHI BARMAN
17.	1200040	Manisha Das	42.	1190136	KIRAN KUMAR DAS
18.	1200041	Mimmasum Azmi	43.	1190138	ADITI PAUL
19.	1200042	Sushma Parvin	44.	1190140	AMIT ROY
20.	1200043	Priyanka Roy	45.	1190143	Susmita Thakur
21.	1190104	Priya Ghosh	46.	1190144	Priyanka Das
22.	1190111	Riya Sarkar	47.	1200012	ANNARAJ SARKAR
23.	1190113	Bhaswar Roy	48.	1200013	Bruno Induar
24.	1190114	Dipa Ghosh	49.	1200014	Bikram Sanyasi
25.	1190115	SWEETY DHAR	50.	1200014	Ranjina Gega

Signature

Teacher-in-charge
BIRPARA COLLEGE
Birpara, Alipurduar

PRINCIPAL
BIRPARA COLLEGE
BIRPARA, ALIPURDUAR

BIRPARA COLLEGE, BIRPARA, ALIPURDUAR


Title of Event: _____

Date: From ___/___/___ to ___/___/___ Time (in hours) _____

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Attendance Sheet

Sl. No.	Roll No.	Signature	Sl. No.	Roll No.	Signature
1.	1200016	Aparna Roy	26.		
2.	1200017	Pallabi Sharma	27.		
3.	1200018	RAMJAN ALI	28.		
4.	1200019	Macha Kushal Rao	29.		
5.	1200047	Debasish Dasak	30.		
6.	1200142	Harsh Kumar Sah	31.		
7.	1200147	Shiya dassee	32.		
8.			33.		
9.			34.		
10.		Teacher-in-charge BIRPARA COLLEGE Birpara, Alipurduar	35.		
11.		AUTHENTICATE	36.		
12.		Konker Chandra	37.		
13.		PRINCIPAL BIRPARA COLLEGE BIRPARA, ALIPURDUAR	38.		
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