



LPCPS
LUCKNOW PUBLIC COLLEGE
OF PROFESSIONAL STUDIES

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SHORT TERM COURSE FOR EFFECTIVE COMMUNICATION SKILL

Duration (40 Hours)

Course Specific outcomes:

- To better understanding of communication tools and process
- To better understanding of model and theory of communication
- To learn Practical implications of communication theory

Unit-I (10 hours)

Introduction to 6 dimensions of Human beings, Types of communication, Levels of communication and Basic Principle of Social Interaction, Johari window.

Unit-II (10 hours)

Applying course theory to real life, Why is interrupting not effective?, Conjecturing, The ambiguity of information perception.

Unit-III (10 hours)

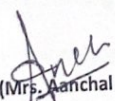
Listening and listening levels, Active listening – basics & techniques, Constructive discussion, Why is it important to formulate your thoughts accurately?

Unit-IV (10 hours)


Concept of feedback, Basic rules of giving and receiving feedback, Models of providing feedback, Knowledge Implementation and Exercise for training, MD demonstration of constrictive and non-constrictive feedback.

Assessment Criteria/ Award of certification:


Participants who secured 75 % attendance shall be awarded the completion certificate.


(Mrs. Anchal Praveen)

Course Coordinator


(Dr. L.S Awasthi)

Dean Academics


(Dr. Anil Singh)

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