

**CCYM’S HASHU ADVANI COLLEGE OF SPECIAL EDUCATION**

**Certificate course - AAO BATE KARE’**



*“I am not what I think I am, and I am not what you think I am. I am what I think you think I am.”*
― **Charles Horton Cooley**

We all are aware of the fact that communication is important for socialisation, networking and collaboration in everyday life. It is essential to have good command over conversation for professional and personal growth - be it a formal or informal conversation. Conversation is the backbone of what happens in your work place, your home and also in your social sphere .Conversation in an effective manner plays a major role for successful living.

WHO has listed effective communication as one of the life skills among the 10 most needed life skills. Every human has this skill present in her / him. But not necessarily all of them are aware of its impact and benefits. Many factors are responsible for our conversational skills like individual differences, heredity, environment , motivation, role model, training, grooming etc.

Team **HACSE** got impressed by the quote of **John Powell “**Communication works for those who work at it”. And we are launching a value added certificate course **‘AAO BATE KARE’**, which is one attempt of the institution in addition to regular B.Ed.(Special Education) programmes. This is for the interested participants who wish to modify their conversational skill .



**MODE OF INSTRUCTION:** Online mode

**MEDIUM OF INSTRUCTION:**Hindi

**DURATION:** 45 Hours

* **Instructional:** 15 Hours
* **Self-Paced monitored learning:** 30 Hours
* **Fees: 500 /-**
* **Outcome: Improved conversation skills and a certificate**
* **Seats: minimum 10 maximum 20**

**ELIGIBILITY:** Minimum HSC and basic knowledge of internet technology needed for attending online course

**ATTENDANCE:** Attendance for minimum 13 Instructional hours (sessions) out of 15 hours is must, for completion of the certificate course.

**COURSE OBJECTIVE:** To provide opportunity for the participants to measurably improve their conversational skills useful in social, personal and professional life.

**HIGHLIGHTS OF THE COURSE:**

* Interactive Lecture every weekend - Saturday
* Practicing next week on given tasks
* Reflection and submissions

**COURSE LEARNING OUTCOMES:**

**After successful completion of this course the participant will be able to:**

* Understand the conversational key concepts
* Demonstrate improvement in given 15 areas of content listed below towards better conversation
* Know how to take further improvement as a life long journey.

**COURSE CONTENTS:**

1. Meaning And Scope Of Conversation
2. Eye Contact, Body Language, Proximity, Confidence, making conversation non threatening
3. Initiating and Rolling question answers for social conversation and for specific purpose of gaining information
4. Going Beyond Question Answers: commenting, supporting point, agreeing, disagreeing, changing topic, concluding, winding up
5. Conversation From Authority Perspective
6. Telephone Conversation
7. Intro - Content - Out-tro
8. Keeping Conversation Rolling / Repairing Conversation / 3 fillers CBP (cricket/ Bollywood / Politics
9. Small talks / building bridges / no-pressure talks / time pass
10. Sharing Jokes / Kisse
11. Reciting Poems
12. Narration /
13. Loud Reading
14. Finding connection
15. From being INTERESTING to being INTERESTED in partners of conversation and learning to listen.



**Contact Address (Location) :**

CCYM’S HashuAdvani College of Special Education ,

64/64 Collectors Colony,

Chembur,

Mumbai -400 074

**Contact E-mail Address:**

* **drmishal.hacse@yahoo.com**

**Watts up Contact:( 10.00am-3.00pm)**

* Associate Prof. Dr. Amit Mishal - 9167226370

**Registration Form :**

* **Hard Copy– Fill Form below**
* **Soft Form-Google Form -** [**https://forms.gle/agdrcaVqrDfJ1hmC6**](https://forms.gle/agdrcaVqrDfJ1hmC6)

**CERTIFICATION:** Certificate will be issued to all the participants after successful completion of course hours (Refection and Submission)



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**Registration for Certificate course - AAO BATE KARE’**



**Name of the Participant :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Qualification:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Detail of Organisation (Student at / Employedwhere ) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Details :**

* **Mobile #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **E-mail id :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of Registration:\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Payment receipt and details**