



NIRMALA COLLEGE OF PHARMACY

Muvattupuzha, Ernakulam (Dist) Kerala - 686661, India

Managed by Nirmala College Society (Reg.No.ER 928-2001), Diocese of Kothamangalam [Approved by PCI, New Delhi, Govt of Kerala and Affiliated to Kerala University of Health Sciences, Thrissur

Accredited by NBA (National Board of Accreditation)Tel:

0485-2836888 , E-mail: info@nirmalacp.org



REPORT COMMUNICATION SKILLS

Date &time	08/12/2021
Venue	Language lab
Faculty in charge	Ms. Athira James
No of students participated	30-Pharm D

The Department of IT and Communication Skills started their training programme for first-year pharmD students in 8 December 2021. Ms. Athira James took charge in the department of IT and Communication Skills in place of Ms. Poorna Pushkala A. The Wordsworth language lab was renewed and started functioning from January 30 onwards. 31 systems were installed with the software. The syllabus was amended with some suitable exchanges. Activities included in the previous years, like group discussions, MOC interviews, and translation, have also continued with the same energy.



Communication skills

Aim

Improve the student's rational knowledge, quick thinking, communication skills and creativity. These skills are important to gain, just like the technical skills and workplace skills they need to perform well in a position.

Objectives

1. Know what the required skills are to carry out an effective interview.
2. Know what the required skills are to carry out an effective group discussion.
3. Know what the required skills are to carry out an effective writing.
4. Know what the required skills are to carry out an effective listening.
5. Know what the required skills are to carry out an effective speaking.
6. Know what the required skills are to carry out an effective presentation.

Total hours: 30

Syllabus

Unit-1 6 hrs

Interview skills

- (a) Introduction
- (b) Purpose of an interview
- (c) Dos and don'ts of an interview
- (d) Interview practice

Unit-2 6 hrs

Group discussion

- (a) Introduction
- (b) Communication skills in group discussion
- (c) Dos and don'ts of a group discussion
- (d) Group discussion practice



Unit-3

6hrs

Effective writing

(a) Introduction

(b) How to present an answer well

(c) When and where not to use written communication

(d) Translation

(e) Words Worth language lab practice

Unit-4

6hrs

Effective speaking

(a) introduction

(b) Phonetics

(c) Speaking practice

(d) Words worth language lab

Unit-5

6hrs

Effective Presentation

(a) Introduction

(b) Dealing with fears

(c) How to give a good presentation

(d) Presentation practice

Amended by

Ms.Athira James

Assistant professor

Dep. Of IT and Communication skills





Date: 28/4/2022

MARK LIST- TRANSLATION and SPEAKING

No	Student Name	Reg. No:	Batch	TRANSLATION (15)
1.	Agnes Martin	212820325	Pharm D	10
2.	Aisha A	212820326	Pharm D	12
3.	Ajil George Wilson	212820327	Pharm D	12
4.	Aleena Liz Santy	212820328	Pharm D	10
5.	Anagha V T	212820329	Pharm D	13
6.	Angel Jaimon	212820330	Pharm D	11
7.	Angel Jose	212820331	Pharm D	10
8.	Anna Abel Fernandez	212820332	Pharm D	12
9.	Aparna Sreedharan	212820334	Pharm D	12
10.	Benita Elsa Daniel	212820335	Pharm D	10
11.	Dona Rose Johnson	212820336	Pharm D	10
12.	Eva Sara Sunil	212820337	Pharm D	10
13.	Ganga K G	212820338	Pharm D	10
14.	Jeevan Sajeev	212820339	Pharm D	12
15.	Thomas Jeslyn Joe	212820340	Pharm D	12
16.	Jofin Sabu	212820341	Pharm D	10
17.	Joyal M Joll	212820342	Pharm D	10
18.	Juhy Jojo	212820343	Pharm D	13
19.	Krishna Das	212820344	Pharm D	10
20.	Krishnapriya K S	212820345	Pharm D	10
21.	Kuttikkaden Joy Steffi	212820346	Pharm D	10
22.	Nisha Mansoor Shaikh	212820347	Pharm D	12
23.	Reba Renju	212820348	Pharm D	12
24.	Riya Ann Thomas	212820349	Pharm D	10
25.	Shalom Sunil	212820350	Pharm D	10
26.	Soorya Anil	212820351	Pharm D	10
27.	Swathi S	212820352	Pharm D	12
28.	Tania Shine	212820353	Pharm D	12
29.	Therese Jose	212820354	Pharm D	10
30.	Tinil Tomy	2128203555	Pharm D	10

STAFF IN CHARGE: ATHIRA JAMES
Assistant Professor,
Department of IT and Communication Skills





Date:11/5/2022

MARK LIST- GD and INTERVIEW

No	Student Name	Reg. No:	Batch	GD (15)	Interview (15)	Total (30)
1.	Agnes Martin	212820325	Pharm D	10	14	24
2.	Aisha A	212820326	Pharm D	12	11	23
3.	Ajil George Wilson	212820327	Pharm D	12	13	25
4.	Aleena Liz Santy	212820328	Pharm D	10	13	23
5.	Anagha V T	212820329	Pharm D	13	12	25
6.	Angel Jaimon	212820330	Pharm D	11	13	24
7.	Angel Jose	212820331	Pharm D	10	14	24
8.	Anna Abel Fernandez	212820332	Pharm D	12	11	23
9.	Aparna Sreedharan	212820334	Pharm D	12	13	25
10.	Benita Elsa Daniel	212820335	Pharm D	10	13	23
11.	Dona Rose Johnson	212820336	Pharm D	10	14	24
12.	Eva Sara Sunil	212820337	Pharm D	10	14	24
13.	Ganga K G	212820338	Pharm D	10	14	24
14.	Jeevan Sajeev	212820339	Pharm D	12	11	23
15.	Thomas Jeslyn Joe	212820340	Pharm D	12	13	25
16.	Jofin Sabu	212820341	Pharm D	10	13	23
17.	Joyal M Joll	212820342	Pharm D	10	14	24
18.	Juhy Jojo	212820343	Pharm D	13	12	25
19.	Krishna Das	212820344	Pharm D	10	11	21
20.	Krishnapriya K S	212820345	Pharm D	10	11	21
21.	Kuttikkaden Joy Steffi	212820346	Pharm D	10	14	24
22.	Nisha Mansoor Shaikh	212820347	Pharm D	12	11	23
23.	Reba Renju	212820348	Pharm D	12	13	25
24.	Riya Ann Thomas	212820349	Pharm D	10	13	23
25.	Shalom Sunil	212820350	Pharm D	10	14	24
26.	Soorya Anil	212820351	Pharm D	10	14	24
27.	Swathi S	212820352	Pharm D	12	11	23
28.	Tania Shine	212820353	Pharm D	12	13	25
29.	Therese Jose	212820354	Pharm D	10	13	23
30.	Tinil Tomy	212820355	Pharm D	10	14	24

STAFF IN CHARGE: ATHIRA JAMES
Assistant Professor,
Department of IT and Communication Skills



RECEIPT

Receipt No.: NCP/02/21-22

Date: 10.02.2022

Received with thanks from **Nirmala College of Pharmacy, Muvattupuzha, Kerala** a sum of **Rs. 29,500/-** [**Rupees Twenty-Nine Thousand Five Hundred Only**] as a payment against Words Worth English Language Lab Renewal, Up Gradation and Annual Maintenance charges of Words Worth English Language Lab License – Senior by **NEFT** dated **08.02.2022**.

for Academy for Computer Training (Guj.) Pvt. Ltd.



Authorized Signatory





ATHIRA JAMES

MCJ QUALIFIED

Work Experience

Radio Mangalam 91.2, Kottayam

7th April 2021- 30th November 2021
Employed as a RJ Trainee

Education

- 2019 – 2021** MA Journalism and Mass Communication – 84%
Donbosco Arts and Science College, Angadikadavu
2nd Rank in University, Kannur University
- 2016 - 2019** BA English Literature and communication studies– 85%
Nirmala college, Muvattupuzha
13th Rank in university, MG University
- 2014 - 2016** Biology Science – 78%
St. Thomas H.S.S, Thankamany
- 2014** Secondary Education – 100%
St. Mary's H.S. Mariyapuram

Achievements

- Exposed in the area of radio jocking, scripting and live.
- Worked as script writer and anchor in college YouTube channel- Nirmaladharshan.
- Worked as RJ and Script writer in Campus Beats(College Radio)
- Participated in Mathrubhumi Sahithya Camp.
- Published various news stories in various newspaper with or without byline.
- Best outgoing student in both department and college level (Nirmala College, Muvattupuzha).
- Secured prize in various cultural events in both university and college level kalolsavam.
- Worked as script writer, director, dubbing artist and anchor of different productions (inhouse).
- Worked as Junior Under officer and NCC C Certificate holder.
- Represented Kerala and Lakshadweep directorate in NCC national level competition camp.
- Worked as N.S.S volunteer in school level and attended various camps.
- Rashtrapathi and Rajyapuraskar award winner in school level Bharth scout and guides

Declaration

I do hereby declare that the above furnished information is true and correct to the best of my knowledge and belief.

Place: Mariyapuram

+91 86069 29614
+91 85900026 82
athirajames98@gmail.com

PROFESSIONAL SUMMARY

To get a challenging position where I can express my ideas and thinking with free mind and full liberty and can use my experience of journalism and also to secure a position as a teacher and utilize my dedication to foster quality education required for a student's development

TECHNICAL SKILLS

Malayalam Typing – type it
Adobe InDesign
Adobe Premier
Adobe audio editing
Adobe Photoshop (Basic Requirements)
Basic Requirement in DSLR & SLR
Microsoft Word

PERSONAL SKILLS

Communicative
Creative writer
Flexible
Adaptive
Leadership
Initiative

INTERESTS

Music
Dancing
Reading
Writing
Teaching
Chatting



NIRMALA COLLEGE SOCIETY

MUVATTUPUZHA

Reg. No. ER 928/2001, Kerala - 686 661
email: nip_mvpa@yahoo.co.in Fax: 0485 2836888

No.

Date.....

Proceedings of The President of Nirmala College Society & Manager, Nirmala College of Pharmacy
Muvattupuzha - 686661

Establishment - Appointment of Assistant Professor

APPOINTMENT ORDER

To: Ms. Athira James

Ms. Athira James is appointed as Assistant Professor College of Pharmacy, Muvattupuzha - 686661 and your appointment subjected to the following conditions:

1. You are requested report the Administrator within 10 day after the receipt of this appointment order with all original certificates and documents in support of your qualification and experience if any.
2. You have to perform your duties with utmost sincerity, faithfulness, and with the sense of dedication. You have to contribute for the growth and development of the department you belong and the college.
3. Your workload and the nature of work will be as specified by the AICTE and the Management. Accordingly, you have to involve yourself in academic, administrative and research work of the college.
4. You have to observe all the standing rules and regulations of the institution as may be in force from time to time.
5. If you accept and agree to the above terms and conditions of your appointment, please sign the copy of this appointment as a token of your agreement with the terms and conditions.
6. Subject to the provision of AICTE Norms and Regulations made there under such other rules and orders issued from time to time by the University or by such other authority who may competent to issue such rules, orders etc.

Wishing you our good regards and God's Blessings

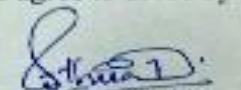
Muvattupuzha
Date : 01.12.2021




Secretary
Nirmala College Society
No. ER. 928/2001
Muvattupuzha - 686 661

I Athira James have read the above carefully and agree to abide by all the conditions.

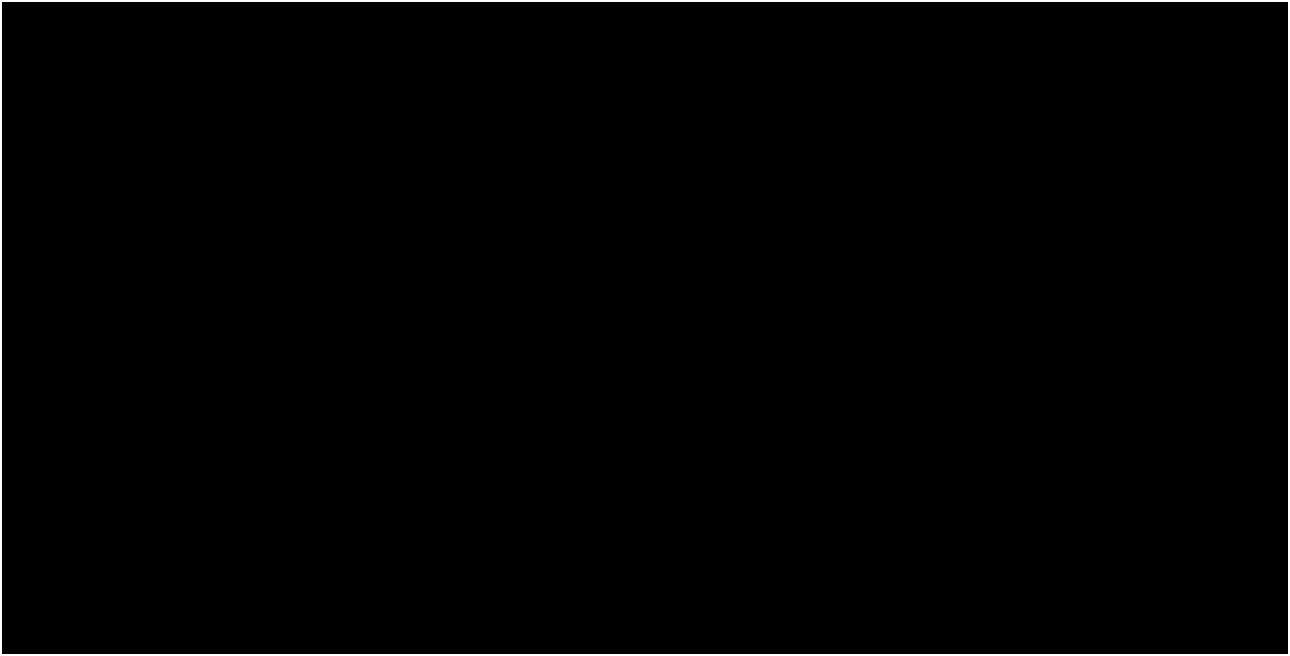
Place ... Muvattupuzha ...
Date 1/12/2021


Signature of the candidate



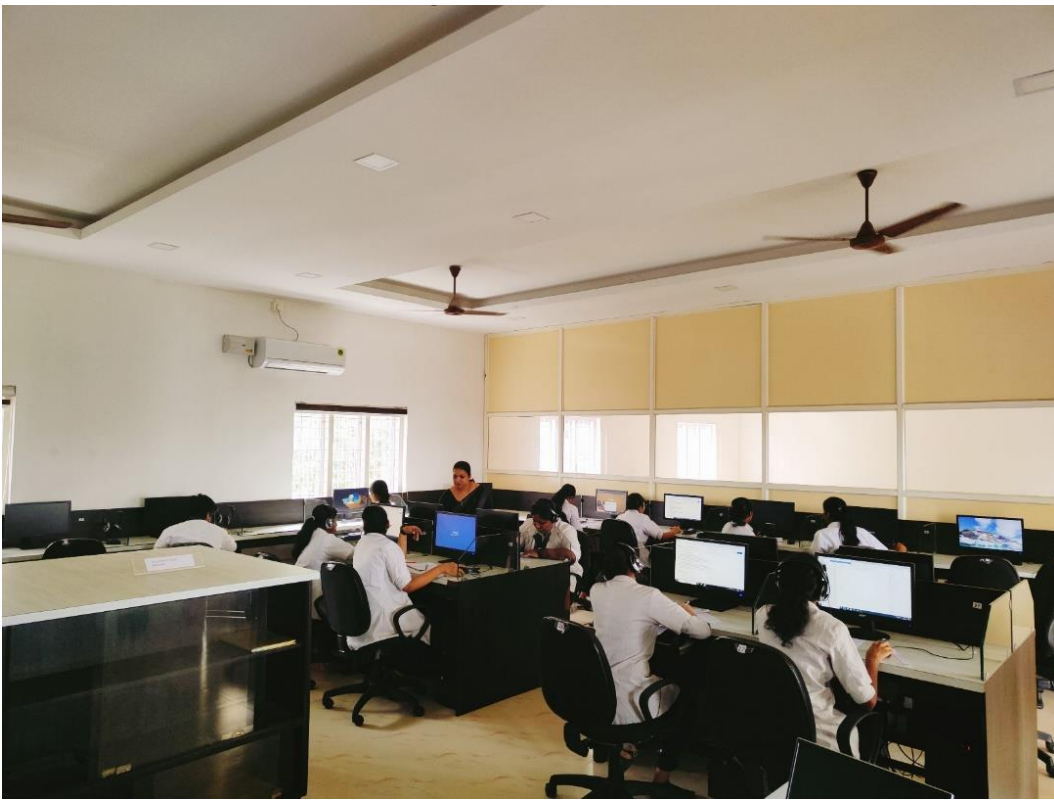


<https://youtu.be/-5tNYkN2p7c>



<https://youtu.be/henIVICPVIY>





Listening skills Training

Language Lab





GD Practice

Course Completion Certificate

CERTI. NO: NCFPCSE2021201

COURSE COMPLETION CERTIFICATE

This certificate is presented to
AGNES MARTIN
for the successful participation in 30-hour
LANGUAGE AND COMMUNICATIVE SKILLS
PROGRAM 2021.


MS. ATHIRA JAMES
INSTRUCTOR


NIRMALA COLLEGE OF PHARMACY
Muvattupuzha
Ernakulam Dist.
Kerala


DR. BADMANABAN R
PRINCIPAL

