

23/Feb/2015

**The Principal,
AAA International School,
Sivakasi.**

Sub: Proposal for conducting Communication skills training for faculty - BCC

Beehive Communication Club imparts a highly participative and influential communication skills training for faculty. Our objective is to create a positive difference in the confidence level and the conversational ability of the staff members who directly influence the students with the acquired skills. Students are like wet cement. Anything that falls on them makes an impression. We aim at creating that impression, beautiful and valuable through the teaching community.

Kindly consider this as our proposal for training the faculty of AAA International School, Sivakasi.

Vista 2015 – Stage: AspirantQ	
Number of sessions:	50
Duration of a session:	1 Hour
Session split up:	
Grammar and Vocabulary:	17 Sessions
Spoken communication:	20 Sessions
Other Soft skills:	13 Sessions
Cost per class: Rs.1100/-	

Requisition:

We request you to provision us with the enlisted amenities which would help us conduct the classes effectively.

1. Hall with LCD projector equipped with audio system.
2. White board/Black board in the hall.

We proffer

Comprehensive assessments
A detailed performance report

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Vista 2015 - Stage: AspirantQ Training Modules

Module	Topic	Objective
<p style="text-align: center;">Grammar</p> <p>(The Abacus of English – A research model of BCC)</p> <p>With real life application based practices and activities for each topic</p>	<p>14.2% - What's so interesting about Grammar (An Introduction to the Abacus of English)</p> <p>Life table (Sentence formation)</p> <p>Questions (Application based)</p> <p style="padding-left: 40px;">Y/N Questions</p> <p style="padding-left: 40px;">WH Questions</p> <p style="padding-left: 40px;">Tags</p> <p>3 Ps –</p> <p>Prepositions/Possessives/Punctuations</p> <p>Degrees of comparison</p> <p><u>Mapping over the life table:</u></p> <p>Direct speech/Indirect speech</p> <p>Active voice/Passive voice (Application based)</p> <p>That's Idiomatic – Idioms and phrases</p>	<p>To introduce the participants to the basics of grammar and help them acquire quality in the language. These lessons form the base for effective writing and speaking. Grammatical excellence results in the confident use of the language.</p>
<p style="text-align: center;">Spoken skills</p>	<p>10 Project speeches</p> <p style="padding-left: 20px;">Self-Introduction</p> <p style="padding-left: 20px;">Organize your script</p> <p style="padding-left: 20px;">How to say!</p> <p style="padding-left: 20px;">What to say!</p> <p style="padding-left: 20px;">Using visual aids</p> <p style="padding-left: 20px;">Tone variation and body language</p> <p style="padding-left: 20px;">Persuade with power</p> <p style="padding-left: 20px;">Motivational speech</p> <p style="padding-left: 20px;">Technical speech I – Research your topic</p> <p style="padding-left: 20px;">Technical speech II</p> <p style="padding-left: 20px;">Statistical speech</p>	<p>Successive project speeches throughout the programme would help the faculty, gain an everlasting touch with the lessons learnt in Grammar and Soft skills. It also eradicates stage fear in oneself completely.</p>
Other soft skills		
<p style="text-align: center;">Dare to speak</p>	<p>Effective Communication</p> <p>Presentation skills</p>	<p>To help the audience understand the benefits,</p>

		barriers and keys of effective communication. To aid them in starting up with scripting and presenting effectually.
Why?	What reason does each of us have?	To tie the objectives of the training programme and the personal objectives of the participant together. Involvement is the result of liking. Liking is more intense when it is personal .
Guru Devo Bhava	Who is your student? How do you build a bucket list? Your 'Bucket List'! Being the 'Super' of the student!	To support the participants in getting set with their personal goals in the wondrous profession of teaching. A desire turns into a goal and thereby, this session concentrates on waking up the desire that lies within every teacher.
The True Mirror	The Direct and Indirect influences of a teacher. The working of a student's brain	To help the participants know how their practices and actions get reflected in the students. (A third person's view is always unbiased). An extensive study would generate even the most unintentional actions that get copied by the students.
In your shoes	Who watches you? What wins your attention? I like my teacher, because...	To comfort the participants in realizing, "I am therefore I am". To prepare a flexible mind that maneuvers the strategies

		needed to install quality education in the students.
Salt or Honey	<p>How does a student see? How does a parent see? What happens actually?</p> <p>Endurance – It's not just a cup of water. It's 'A CUP OF WATER'</p> <p>Work for the best. Prepare for the worst.</p>	To remind the participants that the journey of preparing oneself as a successful professional is endless. We don't plan our destinations. We plan milestones. To help the participants understand that the days of practice will be perspiring and that the days of results will be sweet.
The true meaning of Creativity	<p>Winning a student by reprimanding him.</p> <p>Criticizing a student by appreciating him.</p>	To define the meaning of creativity to the participants. To help them understand that unpredictable and unexpected approaches yield creativity and thereby, results.

Special features:

1. Demo project speeches by trainers/guests
2. The Toastmasters skeleton (A peer evaluation based model)
3. The awards for the best speaker, the best appraiser and the best role taker throughout the programme.