



### "Session on Writing Skills"

<b>Topic :</b>	Session on Writing Skills for students of MCA Semester-1
<b>Date of event :</b>	August 29, 2011
<b>Aim of the Event</b>	<p>Writing well is an art that every body should master in order to be successful. Writing well means conveying thoughts, ideas, and facts in simple and clear language. The art of writing is not something that is taught seriously to us in school. But to learn it is essential in order to excel at both academic and professional levels. Good writing skills are important for college students because of the following reasons.</p> <ul style="list-style-type: none"><li>• Students with good writing abilities have an edge over the others. They generally score better than the other students</li><li>• Whichever course you pursue in college, the importance of writing well cannot be undermined. For e.g. an engineering student should have knowledge of technical writing. Similarly, a science student might be required to write research papers.</li><li>• Good writing skills are also required for getting a job, be it a summer job, part-time job or a regular job after completing college. These days, the employers look for good verbal and writing abilities in the candidates.</li></ul> <p>In short, a person requires to improve his/her writing skills since that would prove very useful for his/her studies and future professions.</p> <p>Two activities were conducted with similar motive, ie. Letter writing and report writing.</p>

<b>Description of the event</b>	<p>The session started with discussion on importance on writing skills and letter writing and report writing in particular. Format of letter writing was discussed first and then an example was taken up to discuss the same. Students were the asked to write a letter and the same was collected for evaluation.</p> <p>Similar activity was done for report writing also. Format and example was discussed for report writing and then students were asked to write a report on the topic given which was then collected for evaluation.</p>
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