

# ONE WEEK SHORT-TERM TRAINING PROGRAM ON PROFESSIONAL COMMUNICATION

November 22-26, 2021



We invite you to attend a short-term training program (STTP) titled *Professional Communication* to be hosted by the Department of Computer Science, Birla Institute of Technology, Mesra, Noida Campus. This course aims to train the participants in making their written and oral scientific communication more effective. This course is designed to have a hands-on approach. Here, you will learn how to write manuscripts for scientific journal and understand their reviewing process. Further, the course will discuss some case studies highlighting possible ways of improving manuscript which despite having substantial novelty might have faced rejection due to presentation/writing issues. Finally, you will be given personalized feedback and suggestions for improving your technical presentation skills for presenting in scientific conferences.

## COURSE HIGHLIGHTS

- Writing a scientific paper
- Exploring ways to improve a manuscript which has substantial novelty but might have faced rejection due to presentation issues: Case Studies
- LaTeX for Beginners
- Technical Presentations: Mistakes to Avoid, and Features to Include
- Writing project proposals: Industry perspective
- Writing project proposals: Academia perspective
- Preparing technical poster

## COURSE INSTRUCTORS:

- Dr. R. K. Pant  
Professor  
Dept. of Aerospace Engineering  
Indian Institute of Technology,  
Mumbai
- Dr. Somraj Chakravarty  
Assistant General Manager  
Centre for Engineering & Technology  
Steel Authority of India Limited,  
Ranchi, Jharkhand
- Dr. Vamsi K Chalamalla  
Assistant Professor  
Dept. of Applied Mechanics  
Indian Institute of Technology, Delhi
- Dr. D. K. Mohanta  
Professor  
Dept. of Electrical & Electronics Eng.  
BIT Mesra, Ranchi, Jharkhand
- Dr. Debomita Ghosh  
Assistant Professor  
Dept. of Electrical & Electronics Eng.  
BIT Mesra, Ranchi, Jharkhand

Registration Fee : Rs. 2000/-

Course Delivery : Online Platform

## Program Sessions :

This STTP is of 5 days. Each day will have 2 sessions: one morning session (10:00AM- 11:30 PM), and one afternoon sessions (2:00 PM- 3: 30 PM)

## Seats:

Limited to 45 persons (based on first come first served basis).

## Who can Apply :

The program is open to Faculty Members / Teaching Assistants / Research Scholars / P.G. students / Industry Professionals

## How to Apply :

A registration form needs to be filled. Link is given below:

<https://forms.gle/iyDhvNubfLFpgDoq6>

## Important dates:

- Last date for receiving registration form: November 17, 2021
- Confirmation of Acceptance: November 19, 2021
- STTP Commencement Date : November 22, 2021

## Evaluation & Issuing of Certificate :

An online test will be conducted at the end of the program based on the program activities. An E-certificate will be issued by the Birla Institute of Technology, Mesra, Noida Campus to those participants who have attended the program and have scored a minimum of 60% marks in the evaluation

## Contact:

Dr. Swati Prasad  
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Email: [sttnece1.20@gmail.com](mailto:sttnece1.20@gmail.com)



Established in 1955 by the visionary industrialist Mr. BM Birla, Birla Institute of Technology, Mesra was founded with a clear vision to offer its young minds a space, where their imagination could take wings and their ideas fruition. For over 6 decades now, the institute has nurtured minds with a rich heritage of academic excellence, developing learning frameworks that have been well ahead of times. Our state-of-the-art facilities are at the intersection of learning and hands-on-experience, which equip students to deep dive into real-life work situations. From advanced labs with high-end servers to a wide gamut of print and digital learning resources in the library, students have the wherewithal at their disposal to engage in quality learning. Besides this, the campus is equipped with recreational and sports facilities that aid in the holistic development of students, preparing them for the world of tomorrow.

#### DEPARTMENT OF COMPUTER SCIENCE

Computer Science Department at BIT Mesra, Noida campus endeavors to be an important regional, national, and international resource center for the development of computing, IT systems and applications. The Department is recognized as one of the leading departments with infrastructure and facilities to match the very best in the country. The department remains committed towards its mission, which is twofold. One is to provide students with the fundamental knowledge and problem-solving skills in Computer Science required for a fulfilling career. The other goal is to create and disseminate knowledge to improve Computer Science research, education and practice. The department offers BCA. in Computer Science and Engineering of 3 years (6-semester), Master of Computer Application of 2 years (4- semesters) and Ph.D. programs.

#### ACTIVITIES OF THE PROGRAM

You will give an oral presentation to an audience which will consist of P.G./Ph.D. students, teaching assistants, faculty members, and industry professionals. You will get personalized suggestions and feedbacks from the course instructors / audience on your communication skills: strengths and weaknesses, and how you can further improve your scientific communication skills.

### Organized By:

Department of Computer Science,  
Birla Institute of Technology, Mesra, Noida Campus

### Program Monitoring Committee

- ❑ Dr. S. L. Gupta, Director, (Chairperson)
- ❑ Dr. Ila Sahay Dayal, Associate Professor, Dept. of Computer Science (Member)
- ❑ Dr. Asha Prasad, Professor, Dept. of Management (Member)
- ❑ Dr. Swati Prasad, Assistant Professor, Dept. of Computer Science (Member Secretary)

### Program Coordinator

Dr. Swati Prasad  
Assistant Professor,  
Department of Computer Science  
Birla Institute of Technology, Mesra, Noida Campus

### Please Note:

The course will run only if we receive sufficient participants