

GOVERNMENT ARTS COLLEGE FOR WOMEN, SALEM-8

DEPARTMENT OF ENGLISH

E-workshop on “Writing Skills” for students from 08.06.2020-10.06.2020.

The students were trained to write a report, plan or strategy at work; write a grant application or press release within a volunteering role; or communicating their ideas online via a blog. They were also taught to write a well written CV or résumé with no spelling or grammatical mistakes which is essential to get a new job. There are many times in life when one will be asked to write something very specific. Whether this is to take notes of a conversation, write the minutes of a formal meeting, or prepare a report, all these types of writing require specific skills, and usually a particular style. The students were taught to ‘Creative Writing’ skill also, where they proved their imagination in simple English.