



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)**

EVENT REPORT

NAME OF THE EVENT: Webinar By Ms. Seema Sahay			
DATE	DEPARTMENT	COMMITTEE/SOCIETY	COORDINATORS' NAME
25th February, 2025	NA	The Placement Cell	Dr Mamta Arora
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor; online/offline/hybrid
5:00 P.M.- 6:00 P.M.	Zoom	18	Online
FINANCIAL SUPPORT/ASSISTANCE (if any):	NIL		

BRIEF INFORMATION ABOUT THE ACTIVITY

TOPIC/SUBJECT OF THE ACTIVITY	Non-Verbal Communication and Body Language
OBJECTIVES	Introducing students to the various cues of Non-Verbal Communication and Body Language
METHODOLOGY	<ol style="list-style-type: none">1. PPT2. Discussion3. Q&A Session
INVITED SPEAKERS WITH AFFILIATION DETAILS (IF ANY)	Ms Seema Sahay, Career and Communications Coach
OUTCOMES	The students gained valuable insights on topics like elevator syndrome, proxemics, glossophobia, and the role of body language in effective communication.

PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):

1 Notice & Letters ✓	2 Number of Participants & Name of participants ✓	3 Video clip	4 Photos ✓	5 Feedback Form & analysis ✓
6 News clip with details	7 Sample Copy of the Certificate ✓	8 Posters/ Invites ✓	9 Event report Attested by Event Coordinator & IQAC ✓ Coordinator	10 Any other document

Departmental file no: SVC/2024-25/PCELL/17

IQAC File No: IQAC/SVC/2024-25/PCELL/17

Criterion No: II and V

NAME OF EVENT-IN-CHARGE & SIGNATURE: Dr. Mamta Arora

For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		

Report

The session by Ms. Seema Sahay focused on key aspects of non-verbal communication, including the elevator syndrome, proxemics, glossophobia, and the role of body language in effective communication.

She began by discussing the elevator syndrome, a phenomenon where people tend to avoid interaction and maintain rigid body language in confined spaces, such as elevators. This behavior highlights the importance of understanding proxemics, which refers to the study of personal space. Ms. Sahay elaborated on its various types—intimate, personal, social, and public spaces—and explained how these concepts are particularly useful in today's globalised world, where individuals interact with people from diverse races and nationalities.

Another crucial topic covered was glossophobia, or the fear of public speaking. She emphasized how an awareness of proxemics can help speakers become more effective. Great orators, she noted, generally take up more space while speaking, which naturally enhances their confidence and authority.

Ms. Sahay also highlighted the importance of power poses, explaining how one's posture plays a significant role in projecting confidence. She further stressed the significance of eye contact in communication. There are two types of gazes—social gaze and power gaze—with the latter being a way to exert confidence and authority.

In the context of interviews, she discussed whether or not one should maintain eye contact. She explained that steady eye contact conveys honesty and sincerity, making a positive impression on the interviewer.

Another key takeaway from the session was that non-verbal intelligence often dominates verbal communication. Ms. Sahay advised that words should always align with body language to ensure effective communication. Certain gestures, such as sitting with arms crossed or maintaining poor posture, should be avoided as they may create a negative impression. Additionally, she cautioned against looking down while answering questions. Instead, candidates should make eye contact with all panelists and use appropriate hand gestures. She also emphasised that hand gestures should be grounded to appear more composed and confident.

Lastly, she highlighted the importance of being well-groomed, as appearance also plays a vital role in creating a strong first impression.



PERMISSION FOR ORGANIZATION OF EVENTS

NOTE: 1. Please ensure a pre booking of the venue before getting the permission letter signed.
2. A copy of this duly filled form signed by the TIC/ Convener, IQAC Coordinator and Principal shall be submitted to ICT and/or Caretaker for necessary action.
3. Please ensure that the completion certificate of the event is physically signed by the Convener of the event, IQAC Coordinator and Principal after the event report is made.

EVENT DETAILS

1. Name of the Department/Society/Association: THE PLACEMENT CELL
2. Name of the TIC and/or Convener: Prof./Dr./Mr./Ms. MAMTA ARORA
3. Proposed Title of the Event: Non Verbal Communication and Body Language
4. Nature of Event: Seminar/Conference/Symposium/Workshop/FDP/Public or Community outreach/ Skill enhancement/others (Please specify) ...webinar
5. Participants: Student-centric /Faculty/ Other stakeholders (Please specify)
6. Event Type: Offline/Online/ Hybrid; Indoor/Outdoor
7. Collaborating Agency /Organization (If any):
8. Tentative List of Speakers with affiliations: Ms. Seema Sahay
Career Enhancement Coach, Communications Specialist
9. Date & Time (from - to): 25th February, 5-6 P.M.
10. Financial Assistance/ Funding received (if any) (Please specify amount): N.A.
11. Proposed Budget (please attach details in a separate enclosure): N.A.

12. Faculty responsible for Geo Tagged Pictures THE PLACEMENT CELL

13. Faculty responsible for Event Report THE PLACEMENT CELL

14. ICT support required, if any (ICT Lab, Laptop, LCD projector)

15. Caretaker support required (tables, chairs, public addressing system, sanitation, manpower assistance) NA

16. Venue requirement (Seminar hall/ Ground/others)

Mamta Ansa
TIC/Convenor 17/2/25

Date:

For official purpose

Comments (If any)

Criteria 5

V.A. 18/2/25

for Richi Misra
IQAC Coordinator

Date:

Principal

Date:



THE PLACEMENT CELL SRI VENKATESWARA COLLEGE

presents

a **webinar** on


"NON-VERBAL COMMUNICATION AND BODY LANGUAGE"


SPEAKER PROFILE:

Ms. Seema Sahay

(Career and Communications Coach)



 : Zoom

 : 25th February, 2025 (5:00 P.M.)

For any queries, contact:

Aastha Gupta: +91-9205932530 | Anushka Jha: +91-8310975540
Keshvi Wadhwa: +91-9893776088

Zone	Distance (m)	Distance (ft)
Intimate	0-0.46m	0-1.5ft
Personal	0.46-1.2m	1.5-4ft
Social	1.2-3.7m	4-12ft
Public	3.7m+	12ft+

25 Feb 2025 5:32:39 pm
Sector 77
Noida
Meerut Division
Uttar Pradesh

Image 1: Speaker introducing the students to the concept of Proxemics

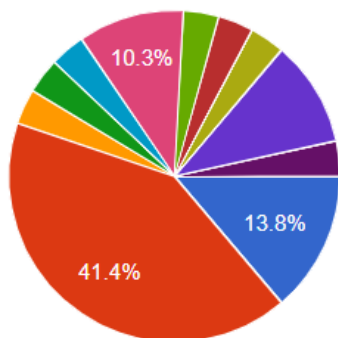
Registration Analysis

1. Course Wise Analysis

Course

29 responses

 Copy chart



- B.Com (H)
- B.Com (P)
- B.Sc. (H) Biochemistry
- B.Sc. (H) Biological Sciences
- B.Sc. (H) Botany
- B.Sc. (H) Chemistry
- B.Sc. (H) Electronics
- B.Sc. (P) Life Sciences

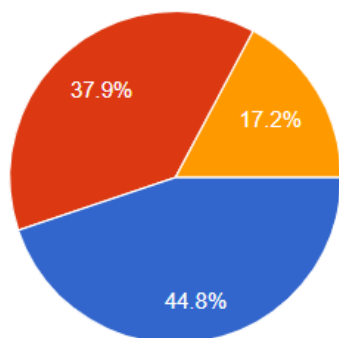
▲ 1/3 ▼

2. Year Wise Analysis

Year

29 responses

 Copy chart



- I
- II
- III

Feedback Form

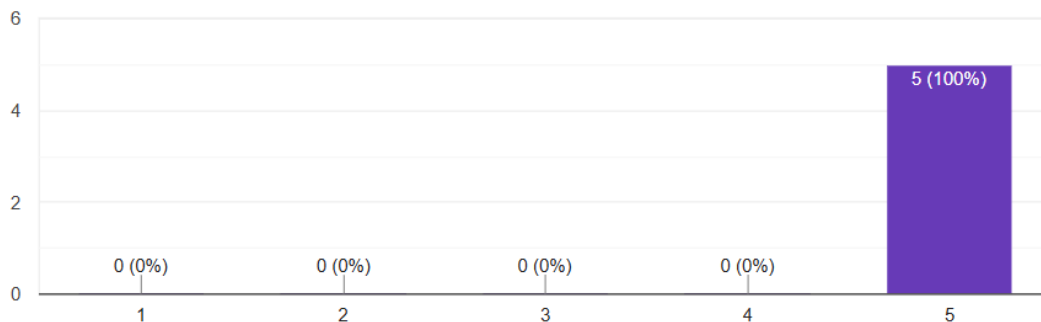
Link to the form: <https://bit.ly/4gXjy2z>

Feedback Analysis

Did you find the speaker session informative? Please rate it (out of 5)

 Copy chart

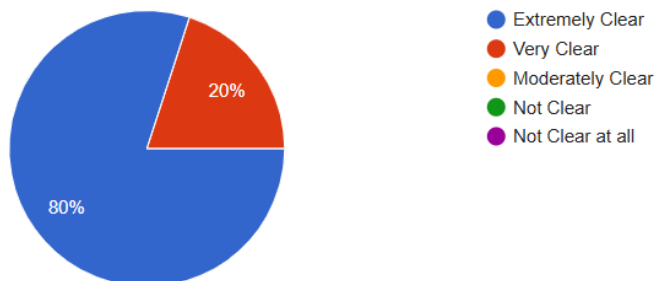
5 responses



How clear were the ideas and concepts presented by the speaker?

 Copy chart

5 responses

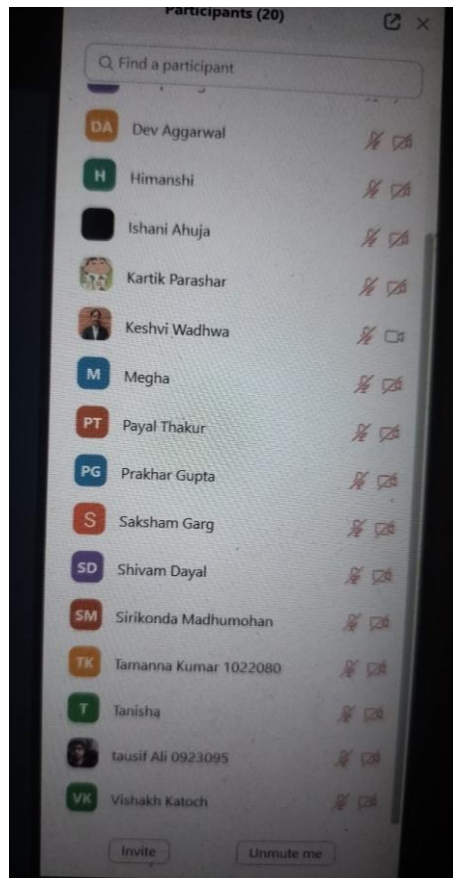
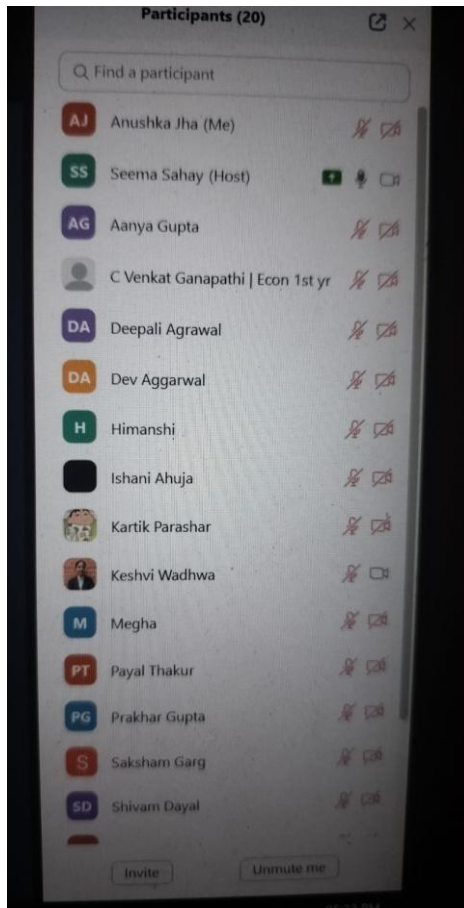


For detailed responses, refer to this sheet: <https://bit.ly/41tU472>

**Webinar By Ms. Seema Sahay
Attendance**

S.No	Name	Course	College Roll Number	Year
1	Aanya Gupta	B.Com (H)	102202	III
2	Anushka Jha	B.A. (P)	0123005	II
3	C. Venkat Ganapathi	B.A. (H) Economics	0524053	I
4	Deepali Aggarwal	B.Com (H)	1023089	II
5	Dev Agrawal	B.Sc. (H) Electronics	1622050	III
6	Himanshi	B.A. (H) Economics	0524052	I
7	Ishani Ahuja	B.A. (P)	0124039	I
8	Kartik Parashar	B.Sc. (H) Electronics	1622021	III
9	Keshvi Wadhwa	B.Com (P)	0923002	II
10	Megha	B.A. (H) Economics	0524068	I
11	Payal Thakur	B.Sc. (H) Biological Sciences	1323010	II
12	Prakhar Gupta	B.Com (P)	0923116	II

13	Saksham Garg	B.Com (P)	0923018	II
14	Shivam Duyal	B.Com (P)	0924113	I
15	Sirikonda Madhumohan	B.Com (P)	0923080	II
16	Tanisha	B.Com (P)	0924031	I
17	Tausif Ali	B.Com (P)	0923095	II
18	Vishakh Katoch	B.Com (H)	1022102	III





Tirumala Tirupati Devasthanams

श्री वेंकटेश्वर कलाशाला

Sri Venkateswara College

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COMPLETION CERTIFICATE

This is to certify that the Webinar by Ms. Seema Sahay was successfully conducted on 25th February, 2025 from 5:00 P.M. to 6:00 P.M. by The Placement Cell in the Online mode and its event report has been submitted to IQAC for records.

Mamta Arora
28/2/25
Event In-Charge


IQAC Coordinator
Coordinator, IQAC
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021


Principal
प्रधानाचार्य
Principal
श्री वेंकटेश्वर महाविद्यालय
Sri Venkateswara College
दिल्ली विश्वविद्यालय / University of Delhi
धौला कुआँ, नई दिल्ली / Dhaura Kuan, New Delhi-2