

The Principal
SSN College of Engineering, Chennai

The Vice Principal
SSN College of Engineering, Chennai

Dean Research
SSN College of Engineering, Chennai

7 Jan 2023

Dear Sir

Subject: Request to attend the IATEFL International English Language Conference and Exhibition, and to sanction the grant for the same

This is to inform you that my paper has been accepted for presentation at the IATEFL International English Language Conference and Exhibition, scheduled to be held in the United Kingdom, 17-21 April 2023.

Here are the details:

Presentation title: Teaching and evaluating speaking in the engineering classroom

Presentation type: Talk

Length of presentation: 30 mins

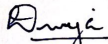
Date of presentation: Tuesday 21 April 2023

IATEFL is an international association of English language teaching professionals, first established in 1967, aiming to link, develop and support English Language Teaching (ELT) professionals worldwide. The association has approximately 4,000 individual and institutional members globally; it works with regional and national teaching associations in over 100 countries. The association is a UK registered charity with Head Office in Kent.

The IATEFL International Conference and Exhibition is an annual UK-based event attracting approximately 3,000 delegates, speakers and exhibitors. As this is an opportunity for me to network with ELT professionals globally, I would like to attend the same.

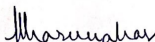
The cost to attend the above-mentioned conference will include registration fee, travel expenses, and hotel accommodation. Could you please grant me the permission to attend the conference and sanction the required expenses for it?

Thanking you in advance
Your faithfully



Dr. Divya John
Associate Professor
Dept of English
SSN College of Engineering, Chennai

Recommended
B. Gnanapriya



B. Gnanapriya
9/1/23



To
Discuss with Kala Madam

The Principal
SSN College of Engineering, Chennai

24 June 2022

Dear Sir

Subject: Request to attend the IEEE International Professional Communication Conference (IEEE ProComm 2022)

This is to inform you that my paper has been accepted for presentation in the IEEE International Professional Communication Conference, scheduled to be held at Limerick, Ireland, 17-20 July 2022.

Here are the details:

Presentation title: A Life-skills Course for Engineers to Acquire Communication Skills and Team Skills

Presentation type: Paper Session

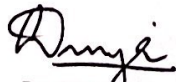
Length of the presentation: 20 minutes

Date of the presentation: Monday 18 July 2022

IEEE ProComm 2022 is an annual conference organised by IEEE Professional Communication Society. ProComm offers an opportunity for colleagues and experts to meet and learn from one another. The sessions therein offer fundamental and leading-edge developments in communication theory and technology. The community represents a broad range of interests in technical writing and communication from engineering, research, and academia.

I would like to attend the above-mentioned conference as it is an opportunity for me to network with Professional Communication experts globally. Could you please grant me the permission to attend the conference and sanction on-duty leave for 15 July to 22 July 2022?

Thanking you in advance
Your faithfully



Dr. Divya John
Associate Professor
Dept of English
SSN College of Engineering, Chennai

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IEEE

PRO



COMM 2022

International Professional Communication Conference

(<https://attend.ieee.org/procomm-2022>)

HOME (<https://attend.ieee.org/procomm-2022/>) • CONFERENCE SCHEDULE

Monday, July 18th

Registration 8:30-9:15

Monday 9:15-10:25

Opening and Keynote

Room: KBG12

Teaching to Become: Identity, Language, and Pedagogy in Engineering Communication

Marie Paretti

Monday 10:25-10:30

Break

Monday 10:30-12:00

Paper Session: Communication for special purposes: Broadening the View of ProComm

Room: KBG11 | Time: 10:30-11:15

User support for the elderly. An interview study

Eva-Maria Jakobs, Simone Wirtz-Brueckner

Quality Criteria of Conflict Communication for Infrastructure Projects

Nils Helmuth, Eva-Maria Jakobs

Justifying innovations in a start-up accelerator program: how entrepreneurs create value through pitch discourse

Content Audit and Gap Analysis of Perl's Core Documentation

Khawar Latif Khan

Inclusive Editing: Actionable Recommendations for Editors and Instructors

Zarah Moeggenberg, Hannah Stevens, Rebecca Walton, Jamal-Jared Alexander

The Case for Supplemental Style Guides in Professional and Technical Communication

Allison Durazzi

Facial Recognition Technology Codes of Ethics: Rhetorical and Content Analysis and Review

Aimee Roundtree

Paper Session: Collaborators as communicators: supporting team success

Room: KBG13 | 14:50-15:50

Distant Collaborations: Designing for Australia, Ireland, Qatar, and the USA

John Sherrill, Michael Salvo

Peer Feedback in Linked Courses: Perceptions of Benefits and Problems

Olga Menagarishvili, Andy Frazee and Rebecca Burnett

Assessing equity and inclusion in research teams through constructive distributed work

Shelton Weech, Hadi Riad Banat, Michelle McMullin, Aleksandra M. Swatek, Anuj Gupta and Bradley Dilger

A Life-skills Course for Engineers to Acquire Communication Skills and Team Skills

Divya John

Paper Session: Tales from the trenches: teaching technical communication in a changing classroom landscape

Room: KBG14 | 14:50-15:50

Developing, Pilot-Testing, and Evaluating an Approach to Teach Technical and Professional Communication Skills in an Introductory Engineering Course

Maha Issa, Sara Khaddaj, Dima Al Hassanieh and Niveen Abighannam

User-centered Design (UCD) and Transcreation of Non-profit Communications in a Technical Communication Classroom

Jessica Campbell and David Katan

Bringing the World: Capitalizing on Multilingual and Multicultural Sources in Technical and Professional Communication Classroom

Shuwen Li