

Chapter 40

Group Discussion

Group discussion is a time to share one's thoughts and feelings. It encourages you to fully participate by giving the opportunity to express your views and to be heard.

Given below are some important points regarding group discussion. Tick (✓) the ones you should follow and cross (✗) the ones you should not :

1. Pose body gestures like touching nose, knocking the table with a pen etc. while listening to others. ○
2. Look at a particular person while speaking. ○
3. Listen to the subject carefully before speaking about it. ○
4. Write down your thoughts on a paper after understanding the subject. ○
5. Start the discussion only if you have the knowledge about the subject. ○
6. Listen to others if you do not know the subject. ○
7. Use informal words like 'gonna', 'wanna' etc. ○
8. Speak politely and pleasantly. ○
9. Deviate to topics which are not relevant. ○
10. Talk suitably and give others also the chance to speak. ○
11. Support your point with some facts and figures. ○
12. Summarise the discussion if the group has not reached a conclusion. ○
13. Over speak, intervene and snatch other's chances to speak. ○
14. Ask only those questions that promote a flow of ideas. ○
15. Argue and shout during the discussion. ○







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