That is why you should make every effort possible to find somebody to speak with. Where can you find people who can speak English with you? And how can you practice speaking when you are alone? When you are in the university, you should use the opportunity to speak to your teachers and other students. When you go home, you can still practice with your family members and friends. Always have the urge to speak as much as possible. Don't worry about your mistakes or whoever is laughing at you. Just speak! Don't take it as a pressure, take it as a fun. Listening to English music and trying to understand the words can be fun. Bottom line, speak as much as possible! Make as many mistakes as possible! When you know that you have made a mistake, you know that you have made progress!

c.Professional presentation expertise: This is a bit more complex than developing writing and speaking abilities. But if you have control over **a** and **b**, certainly it gets easier to work on presentations. Let's assume that you know your subject well. Are you still sometimes left with the nagging doubt that your presentation skill will let you down on the day? Is the thought of standing up in front of a board and seeing yourself getting humiliated because you were nervous gives you creep? Well, this may happen and in fact, many candidates wash out through this process even having a great deal of potential within.

Presentation skill is not something that people are born with, they have to be nurtured. In your university, get yourself involved in extra curricular and club activities. That will give you an edge and exposure. Start speaking and performing on stage in your club programmes; that is a start to win the fear of speaking in public!

And indeed your presentation must meet the professional standard. You may go through books and Internet for guidelines. And also may ask for support from your teachers or PR departments to hold seminars and workshops for you. If you show interest, obviously the authorities will gladly arrange opportunities for you.

Presentation not only means the ability to show a power point slides or report on an excel sheet. It carries an overall impression on you and your personality to the viewers/audience. For example, how you talk, how you walk, how you dress up, how you conduct yourself and so forth are being monitored by thousands of eyes. Prior to a presentation, you must perform rehearsals several times until you are confidant to go for it.

d.Standard computing ability: Before you graduate out of university, students are expected to know the basic operations that are required in any job positions. Recruiters usually do not expect a computer genius (unless you're majoring in computing); if a student is comfortable in the operations of Microsoft Word, Excel, Power Point, internet exploration will do the trick for a start. Students must practice at home and in the campus labs to develop the necessary skills. Having a fare amount of speed and accuracy in typing is mandatory. There are many typing software available to help develop such skills plus students can organize typing competition in the campus as well.

e.Smooth in operating modern communication tools: This is not as difficult as the other because our new generation is more familiarised with modern communication tools than ever. Cell phone, internet, laptop, projector, digital camera, video etc have become so accessible that most students have seen them or used them on a regular basis. You need to be prompt in e-mail correspondence, for example, if you are busy or not ready to give reply, at least send an acknowledgment saying, "I will get back to you shortly". Never hesitate to use sms for quick exchange of messages, be expert in projector setup and using of other tools. These will give you extra thrust to set yourself in a position.

What ever is taught in the university, in the classroom, in respective departments must be granted with grave importance. You have to pass your exams scoring as high as possible, acquire knowledge in your field but at the same time develop the skills that were mentioned here achieving your dream job. You have four years in your hand to develop these skills. This is the thin line between achieving your dream job and living in a world of Utopia. Better have the vision installed from this very moment but the line must be drawn now; the line must be drawn here.

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Quotation

- I hear, and I forget. I see, and I remember. I do, and I understand.
  -- Chinese Proverb
- Education is not the filling of a bucket, but the lighting of a fire.
  -- W. B. Yeats
- If people did not do silly things, nothing intelligent would ever get done.
  -- Ludwig Wittgenstein
- Learning without thought is labor lost; thought without learning is perilous.
  -- Confucius
- It's not what is poured into a student, but what is planted.
  --Linda Conway
- Every student can learn, just not on the same day, or the same way.
  -- George Evans
- That is what learning is. You suddenly understand something you've understood all your life, but in a new way.
  -- Doris Lessing