



**ENGLISH LANGUAGE TEACHING INSTITUTE OF SYMBIOSIS (ELTIS)  
&  
SYMBIOSIS INSTITUTE OF FOREIGN & INDIAN LANGUAGES (SIFIL)**

Departments of Symbiosis International (Deemed University)

**Re-accredited by NAAC with "A" grade (3.58/4) Awarded Category – I by UGC**

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**Format of the mini and 40 minute workshop:**

**1. Abstract of the workshop in not more than 200 words**

- a) Title of the Workshop
- b) Define the objectives of the workshop
- c) Determine the needs of the participants

**2. A short description of the workshop:**

**Introduction**

**List the topics you will cover, include sub-topics**

**Include one or two activities which you will cover**

**Conclusion**

**3. Profile of the Presenter:**

Brief Profile

**4. Settings and requirements of the programme:**

Standard Duration: 40 minutes (30 minutes of workshop + 10 minutes of Q&A)

Mini Workshop: 20 minutes(15 minutes + 5 minutes of Q&A)