

Group Discussion Tips

1) Adequate matter/ Subject matter are essential:

- Be aware of Subject Matter , recent news and latest information
- Be well versed with some facts and figures

2) Make sure you Read Widely: Reading Helps

- In Building Good Vocabulary
- Being confident in Group Discussion
- Helps in a good collection of Database in your mind

3) Choose Magazines that are rich in Content:

- Reading right Magazines / Articles helps in getting acquainted with content rich Information.
- Always opt for related Magazines, Journals and articles

4) Know the topics that are repeated:

Many times in Group Discussions topics such as Terrorism, Privatisation, Reservations in Education Institutes, Gender Inequality are repeated.

One should be well versed with these topics and should have unique and logical insightful thoughts on above topics. Not to mention specific dates and Figures is icing on the cake.

5) Work on your Communication Skills:

- Good Vocabulary
- Clear and Audible Voice level
- Good Command over English

To achieve the above, the best way is to have well rehearsed GD with friends, seniors or colleagues.

6) Listen to the Topic carefully:

'Listen' and 'Silent' are made from the same set of alphabets. So,

- Be silent and listen carefully
- After "Listening" to the topic; "Silently" put down notes on your notepad.
- Though you are at an Advantage if you Open the discussion, but, open only if you are confident. Open and close the discussion.

7) Try and Maintain a Balance in your Tone:

- In Agreements or in Non Agreements; Do Not raise the pitch of your voice
- In Agreement - Support your stand with Specific data/ example/ concept / Principle
- In Non Agreement - instead of dismissing it upfront, try and draw a common ground.

8) Listening Skills are Essential:

- Try being a Good Listener too
- Always speaking does not help.
- Eye contact is important, in case if a speaker makes an eye contact, respond by nodding your head.
- This will indicate that you are very much into the discussion.

9) Body Gestures are very important:

- Sit straight on chair
- Make eye contact
- Do not keep your hand or legs folded
- Do not tap table or chair with fingers or pen
- Do not get distracted - by anybody entering or leaving the room

10) Be the first and also the Last to Speak:

- Only If you are confident about the Topic
- Open the discussion and
- Also close the discussion, by summarizing and getting to a conclusion.