

Branch Name:	IMCA
Program Code:	CS301
Course Name:	Communication Skill
Course Code:	2CS3010105T
Prerequisite Course:	Basic Knowledge of English.

Course Objective (CO):

This course is intended to make the students:

1. To Provide a Learning Environment to Practice Listening, Speaking, Reading and Writing Skills.
2. To Assist the Students to Carry on The Tasks and Activities Through Guided Instructions and Materials.
3. To Effectively Integrate English Language Learning with Employability Skills and Training.
4. To Provide Hands-On Experience Through Case-Studies, Mini-Projects, Group and Individual Presentations.

Teaching and Examination Scheme:

Teaching Scheme (Hours per week)				Evaluation Scheme (Marks)				
Lecture (L)	Tutorial (T)	Practical (P)	Credit	Theory (Marks)		Practical (Marks)		Total (Marks)
				University Assessment	Continuous Assessment	University Assessment	Continuous Assessment	
3	-	-	3	50	50	-	-	100

Course Contents:

Unit No	Topic	Total Hours	Weightage (%)
1	Vocabulary Building: Word formation, simple roots, prefixes, suffixes, synonyms, antonyms, and common abbreviations	6	25
2	Basic Writing Skills: Sentence Structures, Use of phrases and clauses in sentences, Creating coherence Identifying Common Errors in Writing: Subject-verb agreement, Noun-pronoun agreement, article usage, prepositions, redundancy, and modifiers. Style of Writing: How to describe, define, give examples; write introductions and conclusions, Essay Writing, Précis Writing	6	25

3	Reading and Listening skills: Skimming and Scanning, Note-making and Note-taking Techniques, Identifying Main Idea and Supporting Details, Types of Listening, Active, Passive, Critical, Empathetic, Listening for Gist and Detail, Audio/Video-Based Listening Practice (news, podcasts, TED talks), Note-taking while listening	6	25
4	Oral Communication Skills: Listening Comprehension, Pronunciation, Intonation, Stress and Rhythm, Common Everyday Situations: Conversations and Dialogues, Communication at Workplace, Interviews, Formal Presentations	6	25

List of Text Book:

1. Effective Communication Skills. Kul Bhushan Kumar, Khanna Book Publishing, 2022
2. Exercises in Spoken English. Parts. I-III. CIEFL, Hyderabad. Oxford University Press

List of Reference Book:

3. AICTE's Prescribed Textbook: Communication Skills in English (with Lab Manual), Anjana Tiwari, Khanna Book Publishing Co., 2023.
4. On Writing Well. William Zinsser. Harper Resource Book. 2001
5. Communication Skills. Sanjay Kumar and PushpLata. Oxford University Press. 2011.

E-Resource / Web Links:

1. English Language for Competitive Exams – Prof. Aysha Iqbal, IIT Madras
2. Technical English for Engineers – Prof. Aysha Iqbal, IIT Madras

Course Learning Outcomes (CLO):

CLO	Description	Bloom's Taxonomy Level
CLO1	Understand and use English vocabulary and grammar appropriately.	1 Remembering 2 Understanding
CLO2	Apply structured writing techniques for academic and professional contexts.	1 Remembering 2 Understanding
CLO3	Analyze and interpret written and audio materials effectively.	2 Understanding 3 Applying, 4 Analyze
CLO4	Demonstrate spoken English fluency in real-life and workplace situations.	2 Understanding 5 Evaluate
CLO5	Employ reading and listening strategies for improved comprehension and information retention.	4 Understanding 5 Applying,

CLO6	Develop confidence in using English effectively for interviews, presentations, and group discussions in academic and professional environments.	6 Understanding 7 Applying
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Mapping of CLO with PO and PSO

Course Learning Outcomes	Program Outcomes (POs)												Program Specific Outcomes (PSOs)	
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO 1	PSO 2
CLO1	-	-	-	-	-	-	M	-	H	-	L	-	-	-
CLO2	-	L	-	L	-	-	M	-	H	-	L	-	-	-
CLO3	-	M	-	M	-	-	M	-	H	-	L	-	-	L
CLO4	-	-	-	-	-	L	M	-	H	L	H	-	-	-
CLO5	-	M	-	L	-	-	H	-	M	-	L	-	-	L
CLO6	-	-	-	-	-	L	H	L	H	L	H	L	L	-

H: High, M: Medium, L: Low