

GANPAT UNIVERSITY									
FACULTY OF ENGINEERING AND TECHNOLOGY (DIPLOMA PROGRAMMES)									
Programme		Diploma Program				Branch/Spec.		All	
Semester		II				Version		2.0.0.0	
Effective from Academic Year			2022-23			Effective for the batch Admitted in			July 2022
Subject Code		1HS221		Subject Name		Communicative English - II			
Teaching scheme						Examination scheme (Marks)			
(Per week)	Lecture (DT)		Practical (Lab.)		Total		CE	SEE	Total
	L	TU	P	TW					
Credit	00	00	01	00	01	Theory	00	00	00
Hours	00	00	02	00	02	Practical	30	20	50
Pre-requisites:									
Basic acquaintance with English Language and English Grammar									
Learning Outcome:									
The educational objectives of the course are to educate students to attain the following:									
1. understand the basics of communication and its significance in the career as engineer.									
2. comprehend and express any idea/thought in an effective manner using the four basic communication skills: Listening, Reading, Speaking, Writing (LSRW).									
3. make effective presentation, face job interview and participate in group communication fruitfully.									
handle various professional communication situations more impressively and effectively.									
Theory syllabus									
Section 1 Communicative competence-Theory									
Unit	Content								Hrs
1.	Theory of Communication Basics of Communication (Definition) Cycle of communication, 7C's of communication Flow of communication, Types of communication, Barrier to effective communication function of communication, Advantages and disadvantages of communication								10
2.	Office correspondence and other Professional Skills Email writing, Formal Letter writing, presentation skills, resume writing, GD Vs Debate, Interview skills,								10
Section 2 Communicative competence-Practical									
3.	Fundamentals of LSRW Basic Components of Listening, Speaking, reading and Writing								04
4.	LSRW Module-3, LSRW Module-4 Upper intermediate level of British council module for teens. IELTS Listening Section 1 & 2 For Practice, IELTS GT Reading Section 1& 2 For Practice IELTS GT Writing Section Task 1 & 2 For Practice IELTS Speaking Section 1, 2 & 3 For Practice								06
								Total Hours	30
Practical content									
The Praticals will be designed with explanation and practice exercises.									
Text Books									

1.	Meenaksi Raman & Sangeeta Sharma, Technical Communication: Principles and Practice, Oxford University Press											
Reference Books												
1.	M Ashraf Rizvi, Effective Technical Communication, Tata McGraw-Hill Education											
2.	V. K. Jain & Omprakash Biyani, Business Communication, S. Chand & Company											
3.	Raymond Murphy, Essential English Grammar: A Self-study Reference and Practice Book for Elementary Students of English with Answer, Cambridge University Press											
4.	AndreaJ. Rutherford, Basic Communication Skills for Technology, Pearson Education Asia											
5.	Cambridge 1 to 12, Cambridge University Press											
ICT/MOOCs Reference												
1	http://nptel.ac.in/courses/109104031/											
2	https://www.youtube.com/watch?v=m-5wVL6VWwI											
3	https://www.youtube.com/watch?v=Tr-hZv1p-OM&pbjreload=10											
4	https://www.youtube.com/watch?v=fXVoT7VMCpM											
5	https://www.youtube.com/watch?v=OgzIoTLFqOY&pbjreload=10											
6	https://www.youtube.com/watch?v=1mHjMNZZvFo&t=29s&pbjreload=10											
7	https://www.youtube.com/watch?v=I2txr6OY5dY											
8	https://www.youtube.com/watch?v=bzA84_uNWIw											
9	https://www.youtube.com/watch?v=cQ64QKPZPdQ											
Course Outcomes:												
COs	Description											
CO1	Understand the basics of communication and its significance in the career as engineer.											
CO2	Comprehend and express any idea/thought in an effective manner using the four basic communication skills: Listening, Reading, Speaking, Writing (LSRW).											
CO3	Make effective presentation, face job interview and participate in group communication fruitfully.											
CO4	Handle various professional communication situations more impressively and effectively.											
Mapping of CO and PO:												
COs	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
CO1	0	0	1	2	2	3	3	2	3	2	2	2
CO2	0	0	1	2	2	3	3	2	3	2	2	2
CO3	1	2	2	2	3	3	3	2	3	2	2	2
CO4	1	2	2	2	3	3	3	2	3	2	2	2