

Semester	4
Paper 1	Developing Communication
No. of Credits	3
Paper Code	S2BG230411T
No. of periods assigned	3
Course description/objective	<p>Course Outcomes (CO)</p> <ol style="list-style-type: none"> 1. To develop advanced communication levels and skills for personal, social and professional interaction 2. To develop holistic communication competence 3. To understand the concepts of leadership and teamwork in communication 4. To develop skills in Communicative Reading, Active Listening and Presentations. <p>Programme Outcomes (PO)</p> <ol style="list-style-type: none"> 1. The students will be equipped with the skill sets of advanced communication. 2. The students will develop linguistic, sociolinguistic and strategic competence in communication. 3. The students will be able to function as a team and take collective decisions. 4. The students will understand the qualities of leadership and be empowered to take responsible individual decisions.
Syllabus	<ol style="list-style-type: none"> 1. The Communication Process and the 7Cs of Communication 2. Forms of Communication (Revision) 3. Levels of Communication 4. Leadership and Teamwork in Communication 5. Reading Comprehension: - close reading of texts on global issues, identifying factual information, themes and main ideas 6. Varieties of English: - usage of British and American English in context 7. English Idioms for Business Communication 8. English for Specific Purposes in context: vocabulary of a) banking b) media c) corporate d) digital technology 9. Language styles and features of appropriate conversation a) fluency and non fluency features, b) language registers and pragmatics, c) accuracy

	<p>and pronunciation d) conversation ethics and inclusivity in language.</p> <p>10. Presentation projects/video and teleconferences with evaluation.</p> <p>11. Listening Comprehension</p>
Reading/Reference Lists	<p>Technical Communication- Meenakshi Raman and Sangeeta Sharma, OUP</p> <p>English Language Laboratories: A Comprehensive Manual – Nira Konar, PHI</p> <p>Words at Work –David Horner, Peter Strutt, CUP</p> <p>A Course in Listening and Speaking – Sasikumar, Dutt and Rajeevan</p> <p>Professional Presentations – Malcolm Goodale</p> <p>Working in English – Leo Jones</p> <p>New International Business English – Leo Jones, OUP</p> <p>Speaking Effectively – CUP</p> <p>IELTS and BEC Papers, CUP</p> <p>Websites:</p> <p>English Listening Lounge www.englishlistening.com</p> <p>BBC Learning English</p> <p>www.bbc.co.uk/worldservice/learningenglish</p>
Evaluation	
Paper Structure of Theory Semester Examination	<p>Paper 1: 25 marks</p> <p>Listening 10</p> <p>1 short objective question : 5 marks</p> <p>1 short subjective question: 5 marks</p> <p>Reading Comprehension 15</p> <p>1 short objective question: 2 marks</p> <p>1 short subjective question: 3 marks</p> <p>1 vocabulary question: 2 marks</p> <p>Terminology and Vocabulary</p> <p>1 objective question: 2.5 marks</p> <p>1 explanation/definition question: 2.5 marks</p> <p>Varieties of English</p> <p>1 short objective question: 1.5 marks</p> <p>1 short subjective question: 1.5 marks</p>
Paper Structure of Viva Voce/Practical Semester Examination	<p>Viva 10 marks</p> <p>Mock Interview/Group Discussion</p>

	<p>Questions based on choice of topics for GD/ open-ended, opinion, behavioural, hypothetical questions for interview</p> <p>Areas of Assessment: Content:7 marks Effective Communication (Fluency, Articulation, Intonation, Clarity):3 marks</p>
Total for Paper 1 Semester Examination	35 marks
CIA for Paper 1	<p>15 marks CIA exam: 10marks Assignment: 3 marks Attendance: 2 marks</p>
Sum Total for Paper 1	50 marks