NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI

DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES

COURSE PLAN – PART I

Name of the programme and specialization	Btech- MECHANICAL ENGINEERING		
Course Title	English for Communication (Theory& Lab)		
Course Code	HSIR11	No. of Credits	4
Course Code of Pre-requisite subject(s)	NIL		
Session	July 2022	Section (if, applicable)	B
Name of Faculty	Ambily John	Department	Humanities and Social Sciences
Official Email	409119051@nitt.edu	Telephone No.	9400687879
Name of Course Coordinator(s) (if, applicable)	NIL		
Official E-mail		Telephone No.	
Course Type (please tick appropriately)	✓ GIR	☐ Elective course	

Syllabus (approved in BoS)

COURSE LEARNING OBJECTIVES

The primary objective is to develop in the under-graduate students of engineering a level of competence
in English required for independent and effective communication for academic and social needs.

COURSE CONTENT

Theory: Language and communication-reading strategies: skimming, scanning, inferring, predicting and responding to content – Guessing from context – Note making – Vocabulary extension - speed reading practice – use of extensive reading texts.

Analytical and critical reading practice- critical, creative and lateral thinking- language and thinking –thinking process and language development.

Effective writing practice – Vocabulary expansion - Effective sentences: role of acceptability, appropriateness, brevity & clarity in writing – Cohesion & coherence in writing –Writing of definitions, descriptions - Paragraph writing.

Reciprocal relationship between reading and writing –thinking and writing - Argument Writing practice – Perspectives in writing –professional writing - Narrative writing.

Lab: Listening process & practice – Exposure to recorded & structured talks, class room lectures –Problems in comprehension & retention – Note-taking practice – Listening tests- Importance of listening in the corporate world.

Barriers to listening: Physical & psychological – Steps to overcome them – Purposive listening practice – Active listening and anticipating the speaker – Use of technology to improve the skill.

Fluency & accuracy in speech –Improving self-expression – Tonal variations – Listener oriented speaking -Group discussion practice – Interpersonal Conversation -Developing persuasive speaking skills.

Barriers to speaking – Building self-confidence & fluency – Conversation practice- Improving responding capacity - Extempore speech practice – Speech assessment.

REFERENCE BOOKS
1. M. Ashraf Rizvi, Effective Technical Communication, Tata McGraw-Hill, New Delhi, 2005.
2. Strunk, William, and E B. White, The Elements of Style. Boston: Allyn and Bacon, Pearson Edition, 1999.
3. Garner, Bryan A, HBR Guide to Better Business Writing, Hardvard Business Review Press, Boston, Massachusetts, 2013.

COURSE OBJECTIVES

The primary objective is to develop in the under-graduate students of engineering a level of competence in English required for independent and effective communication for academic and social needs.
The course aims to:
    1) Help the students identify their barriers to effective communication and create an environment to express themselves freely, which would help them in their academic and social lives.
    2) Give practices for improving listening skills, thus effectively improving competence in English
    3) Improve their reading and comprehension skills.
    4) Enable them to write intelligible and coherent English, especially the formal circumstances

MAPPING OF COs with POs

Course Outcomes	Programme Outcomes (PO) (Enter Numbers only)
1. The students will improve their fluency and accuracy in speech, that improves self-expression and confidence in speaking.	10
2. The students will be able to expand their vocabulary and write effectively and professionally.	2, 12,10
3. The students will build analytical and critical reading practice that will help them academically.	2,12,10
4. The students will be able to communicate effectively and inculcate the habit of good listening.	9

5.	The students will be able to work as team and strengthen their skills and abilities.	9,11

COURSE PLAN – PART II

COURSE OVERVIEW

The course introduces the students to the four basic skills required for effective communication- Listening, Speaking, Writing and Reading. The theory classes focus on building analytical and critical reading practices and chiseling competent writing skills. The lab, group discussions and activities focus on listening and speaking skills. Also, it will help students to be more confident and imbibe the group skills required for effective execution in the academic and social spheres.

COURSE TEACHING AND LEARNING ACTIVITIES			(Add more rows)
S.No.	Week/Contact Hours	Topic	Mode of Delivery
1	Week 1	General Introduction to Language Learning and Acquisition	Lecture, Group Activity
2	Week 2	Group discussion and presentation skills Lab: Listening	Lecture, PPT, Activity
3	Week 3	Significance of reading and strategies Lab: Listening	Lecture, PPT, Worksheet
4	Week 4	Analytical and critical Reading Practice Lab: Speaking	Lecture, activity
5	Week 5	Thinking process and Language development Lab: Listening	Lecture, PPT
6	Week 6	Letters and Email Lab: Listening	Lecture, PPT
7	Week 7	Effective writing practices Lab: Speaking	Lecture, Worksheet
8	Week 8	Mid semester exam	test

9	Week 9	Reciprocal Relation Between reading and writing Lab: Speaking	Lecture, activity
10	Week 10&11	Fluency and accuracy in speech Persuasive speaking skills Lab: Listening	Activity, Feedback
11	Week 12	Assignment	Assessment
12	Week 13	Building self-confidence and Fluency	Practice, Feedback, Lecture
13	Week 14 & 15	Perspectives of autonomous learning	Lecture
14	Week 16	End Semester Exam	Test

COURSE ASSESSMENT METHODS (shall range from 4 to 6)

S.No.	Mode of Assessment	Week/Date	Duration	% Weightage
1	Group Activity	Throughout the semester	20 min per team	20
2	Mid Semester Exam	Week 8	60 min	25
3	Assignment	Week 12	1 week	15
CPA	Compensation Assessment*	Week 14		
4	End Semester	Week 16	3 hr	40

*mandatory; refer to guidelines on page 4

COURSE EXIT SURVEY (mention the ways in which the feedback about the course shall be assessed)

1) Feedback may be provided during the Class Committee Meeting.

2) Descriptive feedback will be collected by the faculty during the middle of the course.

3) A formal online feedback will be collected by the Institute at the end of the course.

COURSE POLICY (including compensation assessment to be specified)

MODE OF CORRESPONDENCE (email/ phone etc)

Given in page 1

ATTENDANCE

As per NITT norms (75 percent). Students whose attendance is less than NITT norms will be prevented from writing the End Semester Examination. Valid medical emergencies may be considered. Attendance during assessments is compulsory.

COMPENSATION ASSESSMENT

One Compensation Assessment is permitted

ATTENDANCE POLICY (A uniform attendance policy as specified below shall be followed)

> At least 75% attendance in each course is mandatory.

> A maximum of 10% shall be allowed under On Duty (OD) category.

> Students with less than 65% of attendance shall be prevented from writing the final assessment and shall be awarded 'V' grade.

ACADEMIC DISHONESTY & PLAGIARISM

> Possessing a mobile phone, carrying bits of paper, talking to other students, copying from others during an assessment will be treated as punishable dishonesty.

> Zero mark to be awarded for the offenders. For copying from another student, both students get the same penalty of zero mark.

> The departmental disciplinary committee including the course faculty member, PAC chairperson and the HoD, as members shall verify the facts of the malpractice and award the punishment if the student is found guilty. The report shall be submitted to the Academic office.

> The above policy against academic dishonesty shall be applicable for all the programmes.

ADDITIONAL INFORMATION, IF ANY

Faculty is available for discussion after class hours. Students are advised to meet the faculty at a

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mutually convenient tie at the HSS Department on the second floor of Lyceum. Contact details (email/land line/mobile number) are provided in the page 1 of the course plan.

Text / Reference Books:

1. M. Ashraf Rizvi, Effective Technical Communication, Tata McGraw-Hill, New Delhi, 2005.
2. Strunk, William, and E B. White, The Elements of Style. Boston: Allyn and Bacon, Pearson Edition, 1999.
3. Garner, Bryan A, HBR Guide to Better Business Writing, Hardvard Business Review Press, Boston, Massachusetts, 2013.

FOR APPROVAL

Course Faculty: Ms. Ambily John, Research Scholar,
Dept. of Humanities and Social Sciences,
NIT, Trichy

Course Mentor: Dr. R Joseph Ponniah, Professor,
Dept. of Humanities and Social Sciences,
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CC- Chairperson: Dr. R · Anand, Professor,
Dept. of Mechanical Engineering,
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HOD: Dr. AR. Veerappan, Professor,
Dept. of Mechanical Engineering,
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13/12/2022