



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI

DEPARTMENT OF HUMANITIES & SOCIAL SCIENCES

COURSE PLAN – PART I			
Name of the programme and specialization	B. Tech. (Electrical and Electronics Engineering)		
Course Title	English for Communication		
Course Code	HSIR11	No. of Credits	4
Course Code of Pre-requisite subject(s)	Nil		
Session	Jan 2023	Section (if, applicable)	A
Name of Faculty	Dr. Nisha Viswanathan	Department	Humanities & Social Sciences
Official Email	nishav@nitt.edu	Telephone No.	+91-7738477327
Name of Course Coordinator(s) (if, applicable)	--		
Official E-mail	--	Telephone No.	--
Course Type (please tick appropriately)	<input checked="" type="checkbox"/> Core course	<input type="checkbox"/> Elective course	

Syllabus (approved in BoS)

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.



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. Enable the students to use English effectively for their professional requirements.
2. Help them write intelligibly in English.
3. Help them improve their reading and listening skills.
4. Aid them in speaking fluently and confidently in English

COURSE OUTCOMES:

The students will be able to express themselves in a meaningful manner to people in their academic and social domains.

1. They will be able to speak proficiently.
2. They will be able to write coherent sentences and paragraphs in English.
3. They will be able to read text in English at a level of speed and comprehension suited to their needs.
4. They will develop an awareness of the problems related to listening in different contexts.

COURSE PLAN – PART II

COURSE TEACHING AND LEARNING ACTIVITIES

(Add more rows)

S.No.	Week/Contact Hours	Topic	Mode of Delivery
1	Week 1	The importance of communication and barriers to effective communication	Lecture mode
2	Week 2	Reading skills – different techniques and strategies to improve reading	Lecture and practice sessions
3	Weeks 3 to 5	Writing practice – effective writing techniques for technical writing; paragraph writing, abstract writing, formal letters/resume	Lecture and practice sessions
4	Weeks 6 and 7	Practice in listening and speaking skills – Listening comprehension test; speaking assessment through extempore/presentation/group discussion	Lecture and assessment



5	Week 8	Mid semester review test	Test
6	Week 9	Introduction to discursive writing – descriptive and argumentative writing	Lecture mode
7	Weeks 10 and 11	Team task through classroom guidance and team work	Group activities/assessment
8	Weeks 12 and 13	Introduction to Narrative Writing	Lecture mode
9	Week 14	End semester examination	Exam

COURSE ASSESSMENT METHODS (shall range from 4 to 6)

S.No.	Mode of Assessment	Week/Date	Duration	% Weightage
1	Assignment /Assessment	Weeks 6 & 7	--	20
2	Mid semester test	Week 8	1 hr	25
3	Team Tasks	Weeks 10 & 11	--	15
4	Final Assessment *	Week 14	3 hrs	40

*mandatory; refer to guidelines on page 4

ESSENTIAL READINGS : Textbooks, reference books, websites, etc.

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*, Harvard Business Review Press, Boston, Massachusetts, 2013.

COURSE EXIT SURVEY (mention the ways in which the feedback about the course shall be assessed): Feedback will be collected from the students towards the end of the course.

COURSE POLICY

Attendance

At least 75% attendance is required to be allowed to attend the end semester exam.

Attendance during assessment days is compulsory.



Academic Integrity/Zero Tolerance for Plagiarism

Copying in any form during assessments is considered as academic dishonesty and will attract suitable penalty.

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

The course faculty will be available for consultation regarding course concerns over email.

FOR APPROVAL

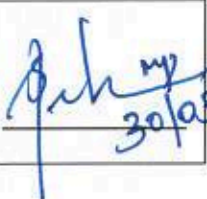
Course Faculty


Nisha Viswanathan

CC- Chairperson

S. Kayalvizhi
29/03/23
Dr. S. KAYALVIZHI

HOD


30/03/23



Guidelines

- a) The number of assessments for any theory course shall range from 4 to 6.
- b) Every theory course shall have a final assessment on the entire syllabus with at least 30% weightage.
- c) One compensation assessment for absentees in assessments (other than final assessment) is mandatory. Only genuine cases of absence shall be considered.
- d) The passing minimum shall be as per the regulations.

B.Tech. Admitted in				P.G.
2018	2017	2016	2015	
35% or (Class average/2) whichever is greater.		(Peak/3) or (Class Average/2) whichever is lower		40%

- e) Attendance policy and the policy on academic dishonesty & plagiarism by students are uniform for all the courses.
- f) Absolute grading policy shall be incorporated if the number of students per course is less than 10.
- g) Necessary care shall be taken to ensure that the course plan is reasonable and is objective.