



**Sir P. T. Sarvajanik College of Science (Autonomous)
Athwalines, Surat**

**SYLLABUS
FOR
Semester I and II**

ABILITY ENHANCEMENT COURSE (AEC)

**Effective from
Academic year
2024-25**



**Sir P. T. Sarvajanik College of Science (Autonomous)
Athwalines, Surat**

Semester - I



**Sir P. T. Sarvajani College of Science (Autonomous)
Athwalines, Surat**

ADVANCED COMMUNICATION SKILLS IN ENGLISH -I

FOR B.SC. SEMESTER I

B.SC. SEM 1: TEXT : *Communication Skills in English (OB)*

Course Code	
Course Title	Advanced Communication Skills in English -I
Credit	2
Teaching per Week	2 hours
Minimum weeks per Semester	15(including class work, examination, preparation, holidays etc.)
Effective From	June 2024
Purpose of Course	To promote personal, social and professional communications effectively.
Program Specific Outcomes	PSO 1: Demonstrate proficiency in English language skills, including reading, writing, listening, and speaking, at an advanced level suitable for academic and professional contexts. PSO 2: Apply critical thinking skills to analyze and evaluate complex ideas and perspectives presented in Literary passages of English literature. PSO: 3 Communicate effectively in both written and oral formats, adapting style and tone to suit different audiences and purposes. PSO 4: Explore career pathways and opportunities that leverage English language and literary skills, such as teaching, writing, editing, publishing, media, communications, and cultural industries. PSO 5: Cultivate a passion for lifelong learning and intellectual curiosity, fostering a commitment to ongoing personal and professional development.
Course Objective	1: To hone the employability related communication Skills of the students. 2: To assist students in becoming well versed responsible, creative communicators. 3: To promote theoretical understanding and personal practice of effective and ethical human communication through LSRW method.



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Course Outcomes	<p>After completing the course, the students would be able to:</p> <p>CO1. acquire knowledge, develop skills and judgment around human communication that facilitate their ability to work collaboratively with others.</p> <p>CO2. understand and practice different techniques of communications.</p> <p>CO3. would understand the importance of effective communication personally and professionally.</p>																								
Mapping between COs with PSOs	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th></th> <th>PSO1</th> <th>PSO2</th> <th>PSO3</th> <th>PSO4</th> <th>PSO5</th> </tr> </thead> <tbody> <tr> <td>CO1</td> <td>√</td> <td>√</td> <td>√</td> <td></td> <td></td> </tr> <tr> <td>CO2</td> <td>√</td> <td>√</td> <td>√</td> <td></td> <td></td> </tr> <tr> <td>CO3</td> <td></td> <td></td> <td>√</td> <td>√</td> <td>√</td> </tr> </tbody> </table>		PSO1	PSO2	PSO3	PSO4	PSO5	CO1	√	√	√			CO2	√	√	√			CO3			√	√	√
	PSO1	PSO2	PSO3	PSO4	PSO5																				
CO1	√	√	√																						
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CO3			√	√	√																				
Pre-requisite	Acquaintance with basic grammar and language skills																								
Course Content	<p>TEXTBOOK: <i>Communication Skills in English (OB)</i></p> <p>Unit 1 : Developing Comprehension Skills in English</p> <p style="padding-left: 40px;">Reading Skills</p> <ul style="list-style-type: none"> • Passage 1 Leadership Skills • Passage 2 The Responsibilities of Young Citizens • Passage 3 Indra Nooyi : A Corporate Giant • Passage 6 Quality • Passage 7 Why are Beggars Despised • Passage 9 Advertising <p>(Skimming & Scanning, Note Making, Summary Writing, Listening Skills may be covered through Home Assignments and Class Assignments)</p> <p>Unit 2 : Speaking Skills in English</p> <ul style="list-style-type: none"> • Public Speaking in English • Conversation Skills • Speaking at an Event <p>(Speaking Competency may be practised through classroom tasks, activities , Role Plays and these activities may be covered under Assignments)</p> <p>Unit 3 : Formal Writing Skills in English</p> <ul style="list-style-type: none"> • Job Applications with Biodata • Email 																								



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Reference Books	<ol style="list-style-type: none">1. <i>Communication Skills</i> by Sanjay Kumar and Pushp Lata (Oxford)2. <i>Communication Skills for Professionals</i> by Nira Konar (PHI)3. <i>Crucial Communication Skills for Everyday</i> by Gerard Shaw (Communication Excellence)4. <i>Spoken English Part I & II</i> by Kamlesh Sadanand & Susheela Punitha (OB)
Teaching Methodology	Class work, Discussion, Self-Study, Assignment, Homework, Activity , Self- Assessment etc.
Evaluation Method	This course has 02 credits during the semester. The internal evaluation will be out of 25 marks, based on Unit Test marks, class and home assignments and attendance marks; while the external evaluation will be out of 25 marks at the university examination.

Distribution of Marks for the Final Examination as per NEP SOP

Q 1.	One Passage for Comprehension (10/12) (From the Passages prescribed)	10 Marks
Q 2.	A. Conversation OR Speaking at an event (1/2)	08 Marks
	B. Job application with Bio data OR Email (1/2)	07 Marks

Total 25 Marks