CH/CE/CM/EE/ ME/QC114	COMMUNICATIVE ENGLISH	L	T	P	C	Int	Ext
		2	-	-	2.0	40	60

Semester I [First Year]

COURSE OUTLINE:

This course develops foundational communication skills for academic and professional contexts, covering listening, speaking, reading, and writing. It integrates communication skills with AI-assisted language learning tools and basic prompt engineering, with emphasis on effective communication in academic, workplace, intercultural, and professional settings.

COURSE OBJECTIVES:

1. To develop students' understanding of the fundamentals and process of communication, including barriers, intercultural spects, mechanics of punctuation, and word-formation elements.
2. To enhance students' listening and speaking skills, presentation techniques, and appropriate use of tense and voice for academic and professional communication.
3. To build reading and vocabulary skills through appropriate reading strategies and vocabulary-building techniques for general, technical, workplace, and intercultural texts.
4. To equip learners to construct coherent paragraphs and formal job-application letters using appropriate grammatical structures.
5. To train learners to use AI-assisted language learning tools and basic prompt structures to support LSRW skills and communication tasks.

COURSE OUTCOMES:

After successful completion of the course, the students are able to

CO	Course Outcome	RBTL
CO1	Explain the basic concepts, forms, process, barriers, and intercultural aspects of communication, along with common punctuation marks and word-formation elements.	Understand (BL2)
CO2	Apply effective listening and speaking strategies, presentation techniques, and suitable tense and voice in academic and professional communication.	Apply (BL3)
CO3	Employ appropriate reading strategies and vocabulary-building techniques to comprehend general, technical, workplace, and intercultural texts.	Apply (BL3)
CO4	Construct coherent paragraphs and formal job-application letters using apt grammar.	Apply (BL3)
CO5	Use AI-assisted language learning tools and basic prompt structures for supporting LSRW and communication tasks.	Apply (BL3)

CO - PO / PSO Mapping

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PSO1	PSO2
CO1	-	-	-	-	-	-	2	1	2	-	1	-	-
CO2	-	-	-	-	-	-	-	1	3	-	1	-	-
CO3	1	-	-	-	-	-	-	-	2	-	2	-	-
CO4	-	-	-	-	-	-	-	-	3	1	1	-	-
CO5	-	-	-	-	2	-	-	-	2	-	3	-	-

UNIT I [CO:1] **(6)**

Foundations of Communication

1.Basics of communication: Process and forms of Communication; Barriers to communication; Intercultural communication.

2.Punctuation in effective written communication.

3.Root Words, Prefixes and Suffixes.

AI Integration with Contents:

Grammarly and ChatGPT for practicing punctuation, vocabulary/word formation.

Unit Learning Outcomes:

1.Identify and explain the basic concepts, forms, process, barriers, and intercultural aspects of communication.

2.Apply punctuation and word-formation elements appropriately in written communication.

Practical Examples for In-Class Explanation:

1.Analyse a workplace miscommunication scenario to identify the barrier(s) involved.

2.Demonstrate verbal versus non-verbal cues through a short role-play.

Exercise / Practice Problems:

1.Identify communication barriers in a given case study.

2.Punctuate a given unpunctuated passage correctly.

3.Identify roots, prefixes, and suffixes in given words and derive their meanings.

UNIT II [CO:2] **(6)**

Listening And Speaking Skills

1.Effective listening: Traits of a good listener; listening types; barriers to effective listening.

2.Effective presentation strategies.

3.Tense and voice in contextually appropriate spoken and written communication.

AI Integration with Contents:

Orai and ELSA for pronunciation, listening/speaking practice, delivery feedback, and presentation preparation.

Unit Learning Outcomes:

1.Demonstrate effective listening techniques and identify barriers to effective listening.

2.Apply appropriate tense and voice forms in spoken and written communication.

Practical Examples for In-Class Explanation:

1.Conduct a group listening exercise followed by summarisation of key points.

2.Deliver a short mock presentation or persuasive speech.

Exercise / Practice Problems:

1.Listen to a short audio clip and summarise the key points.

2.Convert given sentences between active and passive voice.

3.Prepare and deliver a two-minute persuasive talk on an assigned topic.

UNIT III [CO:3] **(6)**

Reading And Vocabulary

1.Reading for different purposes: skimming, scanning, intensive, extensive and critical reading.

2.Case studies related to workplace and intercultural communication.

3.Vocabulary building through One-word Substitutes and Acronyms.

AI Integration with Contents:

Quizlet and Duolingo for vocabulary development, reading practice, and reinforcement.

Unit Learning Outcomes:

1.Apply skimming, scanning, intensive, extensive, and critical reading strategies according to purpose.

2.Use vocabulary-building techniques to comprehend and expand general, technical, workplace, and intercultural texts.

Practical Examples for In-Class Explanation:

1.Skimming a technical article to identify its main idea

2.Analyse a workplace case study for intercultural communication issues.

Exercise / Practice Problems:

1.Scan a passage to answer specific factual questions.

2.List one-word substitutes for ten given phrases.

3.List and expand commonly used acronyms in engineering/business contexts.

UNIT IV [CO:4] **(6)**

Technical And Professional Writing

1.Paragraph construction: Topic sentence, supporting details, coherence and concluding sentence.

2.Letter Writing: Job Application.

3.Articles and prepositions in context.

AI Integration with Contents:

Grammarly and ChatGPT for drafting, refining, and reviewing paragraphs and formal job-application letters.

Unit Learning Outcomes:

1.Construct coherent paragraphs using topic sentences, supporting details, coherence, and concluding sentences.

2.Draft formal job-application letters using appropriate grammar, articles, and prepositions.

Practical Examples for In-Class Explanation:

1.Draft a short paragraph on a technical topic.

2.Write a job-application letter for an internship.

Exercise / Practice Problems:

1.Write a well-structured paragraph on a given technical topic.

2.Draft a job-application letter for an internship.

3.Fill in the blanks with appropriate articles and prepositions in a given passage.

UNIT V [CO:5] **(6)**

AI FOR COMMUNICATION

1.AI-assisted language learning tools for LSRW Skills.

2.Introduction to prompt engineering: prompts, instructions and how AI models interpret instructions.

3.Jumbled Sentences.

AI Integration with Contents:

Quizlet and Google Gemini for language practice, prompt-based tasks, and rearranging/reconstructing language.

Unit Learning Outcomes:

1.Analyze AI-assisted language learning tools for supporting LSRW skills and communication tasks.

2.Construct basic prompts/instructions and interpret AI responses critically.

3.Rearrange jumbled sentences into coherent form.

Practical Examples for In-Class Explanation:

1.Use an AI chatbot to complete a short communication task and discuss the usefulness of the output.

2.Rearrange a jumbled paragraph into a coherent, logically ordered passage.

Exercise / Practice Problems:

1.Write three clear prompts for a specified language-learning or communication task.

2.Rearrange five sets of jumbled sentences into meaningful sentences.

3.Evaluate an AI-generated response for clarity, relevance, and tone.

LEARNING RESOURCES:

TEXT BOOK:

Pushplata, & Kumar, S. (2011). Communication skills. Oxford University Press.

REFERENCE BOOK(s):

1. Raman, M., & Sharma, S. (2015). Technical communication: Principles and practice (3rd ed.). Oxford University Press.
2. Rizvi, M. A. (2005). Effective technical communication. McGraw Hill Education.
3. Sudharshana, N. P., & Savitha, C. (2016). English for Technical Communication. Cambridge University Press.

WEB RESOURCES:

1. eGyanKosh. (n.d.). National Digital Repository. https://egyankosh.ac.in/
2. ReadTheory. (n.d.). Adaptive Reading Comprehension Practice. https://readtheory.org/
3. National Digital Library of India. (n.d.). https://ndl.iitkgp.ac.in/
4. UNESCO. (2023). Guidance for Generative AI in Education and Research. https://www.unesco.org/