

# PROFESSIONAL COMMUNICATION

# COURSE TEMPLATE

|  |  |  |
| --- | --- | --- |
| **1** | **Department** |  |
| **2** | **Course code** |  |
| **3** | **Course title**  |  |
| **4** | **Class / Semester** |  |
| **5** | **Regulation** |  |
| **6** | **Structure of course** | **Theory** | **Practical** |
| Lecture | Tutorials | Credits | Laboratory | Credits |
|  |  |  |  |  |
| **7** | **Type of course****(Tick type of course)** | Core | Professional Elective | Open Elective | VAC | MC | MOOCs |
|  |  |  |  |  |  |
| **8** | **Course offered** **(Tick one)** | Odd Semester Even Semester |
| **9** | **Total lecture, tutorial and practical hours for this course (16 weeks of teaching per semester)** |
| Lectures: hours  | Tutorials: hours | Practical: hours |
| **10** | **Course coordinator** |  |
| **11** | **Date approved** |  |
| **12** | **Course webpage** |  |
| **13** | **Course prerequisites** | **Level****(UG / PG)** | **Course Code** | **Course Title**  | **Semester** |
|  |  |  |  |
|  |  |  |  |
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**14. Course overview**

**(Describe course overview)**

 **15. Course objectives**

**The students will try to learn:**

|  |  |
| --- | --- |
| I |  |
| II |  |
| III |  |
| IV |  |

 **16. Course outcomes**

**After successful completion of the course, students should be able to:**

|  |  |
| --- | --- |
| **S.No** | **Course outcome description** |
| CO 1 |  |
| CO 2 |  |
| CO 3 |  |
| CO 4 |  |
| CO 5 |  |
| CO 6 |  |

## **17. Mapping of topic learning outcomes (TLO) to course outcomes**

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| --- | --- | --- | --- | --- | --- |
| **S.No** | **Topic(s)**  | **TLO****No** | **Topic(s) Learning Outcome** | **Course Outcome** | **Blooms** **Level** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
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| 12 |  |  |  |  |  |
| 13 |  |  |  |  |  |
| 14 |  |  |  |  |  |

**Note: There may be more than one TLOs for each topic.**

**18. Employability skills**

**Example: Communication skills / Programming skills / Project based skills /**

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 **19. Content delivery / Instructional methodologies:**

**Tick the appropriate content delivery / instructional methodologies of the following.**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Power Point Presentations |  | Chalk and Talk |  |  Assignments |  |  MOOC |
|  | Open Ended Experiments |  | Seminars |  | Mini Project |  | Videos |
|  | Others |

**20. Evaluation methodology**

The course will be evaluated for a total of 100 marks, with 40 marks for Continuous Internal Assessment (CIA) and 60 marks for Semester End Examination (SEE). CIA is conducted for a total of 40 marks, with 20 marks for Continuous Internal Examination (CIE), and 05 marks for each Definitions and Terminology / Quiz and remaining 10 marks for Tech Talk / Assignments.

Semester End Examination (SEE): The SEE is conducted for 60 marks of 3 hours duration. The syllabus for the theory courses is divided into FIVE modules and each module carries equal weightage in terms of marks distribution. The question paper pattern is as follows. Two full questions with “either” or “choice” will be drawn from each module. No choice is given from first two modules. Each question carries 12 marks. There could be a maximum of two sub divisions in a question.

**Outline for Continuous Internal Assessments (CIA - I and CIA - II) and SEE:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activities** | **CIA - I** | **CIA - II** | **SEE** | **Total Marks** |
| Continuous Internal Examination (CIE) | 10 marks | 10 marks |  | 20 marks |
| Definitions and Terminology / Quiz | 5 marks | 5 marks | 10 marks |
| Tech Talk / Assignment | 5 marks | 5 marks | 10 marks |
| Semester End Examination (SEE) |  |  | 60 marks | 60 marks |
| **Total** | **--** | **--** | **100 marks** |

 **21. Course content - Number of modules: Five**

|  |  |  |
| --- | --- | --- |
| Module – I | Title: | Number of Lectures:  |
|  |
| Module – II | Title: | Number of Lectures:  |
|  |
| Module – III | Title: | Number of Lectures:  |
|  |
| Module – IV | Title:  | Number of Lectures: |
|  |
| Module – V | Title:  | Number of Lectures: |
|  |
| **Books Recommended:**Text Book/s:Reference Books:Electronic Resources: |

**22. Course plan**

**The course plan is meant as a guideline. Probably there may be changes.**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.No** | **Topics to be covered** | **Course Outcome’s** | **Reference** |
| **Discussion on OBE**  |
| 1 | **Discussion on Outcome Based Education, CO, POs and PSOs** |
| **Content Delivery (Theory)**  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
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| 37 |  |  |  |
| 38 |  |  |  |
| 39 |  |  |  |
| 40 |  |  |  |
| **Problem Solving / Case Studies** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
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| 12 |  |  |  |
| 13 |  |  |  |
| 14 |  |  |  |
| 15 |  |  |  |
| **Definition and terminology** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| **Tutorial question bank**  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

 **23. Program outcomes and Program specific outcomes**

|  |
| --- |
| **Program Outcomes** |
| **PO 1** |  |
| **PO 2** |  |
| **PO 3** |  |
| **PO 4** |  |
| **PO 5** |  |
| **PO 6** |  |
| **PO 7** |  |
| **PO 8** |  |
| **PO 9** |  |
| **PO 10** |  |
| **PO 11** |  |
| **PO 12** |  |
| **Program Specific Outcomes** |
| **PSO1** |  |
| **PSO2** |  |
| **PSO3** |  |

**24. How program outcomes are assessed**

|  |  |  |
| --- | --- | --- |
| **Program Outcomes** | **Strength** | **Proficiency Assessed by** |
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**3= High; 2 = Medium; 1 = Low**

**25. How program specific outcomes are assessed:**

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| --- | --- | --- |
| **Program Outcomes** | **Strength** | **Proficiency Assessed by** |
|  |  |  |
|  |  |  |
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**3= High; 2 = Medium; 1 = Low**

 **26. Mapping of each CO with PO(s), PSO(s):**

|  |  |  |
| --- | --- | --- |
| **Course Outcomes** | **Program Outcomes** | **PSO’s** |
| **PO****1** | **PO****2** | **PO****3** | **PO****4** | **PO****5** | **PO****6** | **PO****7** | **PO****8** | **PO****9** | **PO****10** | **PO****11** | **PO****12** | **PSO****1** | **PSO****2** | **PSO****3** |
| CO 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

 **27. Justifications for CO – PO / PSO mapping - DIRECT:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Outcomes** | **PO’S****PSO’S** | **Justification for mapping (Students will be able to)** | **No. of Key competencies matched** |
| CO 1 |  |  |  |
| CO 2 |  |  |  |
| CO 3 |  |  |  |
| CO 4 |  |  |  |
| CO 5 |  |  |  |
| CO 6 |  |  |  |

 **28. Total count of key competencies for CO – PO / PSO mapping**

|  |  |  |
| --- | --- | --- |
| **Course Outcomes** | **Program Outcomes / No. of key competencies matched** | **PSO’s** |
| **PO****1** | **PO****2** | **PO****3** | **PO****4** | **PO****5** | **PO****6** | **PO****7** | **PO****8** | **PO****9** | **PO****10** | **PO****11** | **PO****12** | **PSO****1** | **PSO****2** | **PSO****3** |
| CO 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

 **29. Percentage of key competencies CO – PO / PSO**

|  |  |  |
| --- | --- | --- |
| **Course Outcomes** | **Program Outcomes** | **PSO’s** |
| **PO****1** | **PO****2** | **PO****3** | **PO****4** | **PO****5** | **PO****6** | **PO****7** | **PO****8** | **PO****9** | **PO****10** | **PO****11** | **PO****12** | **PSO****1** | **PSO****2** | **PSO****3** |
| CO 1 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 3 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 4 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 5 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 6 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**30. Course articulation matrix PO / PSO mapping:**

CO’S and PO’S and CO’S and PSO’S on the scale of 0 to 3, 0 being no correlation, 1 being the low correlation, 2 being medium correlation and 3 being high correlation.

* 0 - 0 ≤ C ≤ 5% - No correlation
* 1 - 5 < C ≤ 40% - Low / Slight
* 2 - 40% < C < 60% - Moderate
* 3 - 60% ≤ C < 100% - Substantial / High

|  |  |  |
| --- | --- | --- |
| **Course Outcomes** | **POs** | **PSO’s** |
| **PO****1** | **PO****2** | **PO****3** | **PO****4** | **PO****5** | **PO****6** | **PO****7** | **PO****8** | **PO****9** | **PO****10** | **PO****11** | **PO****12** | **PSO****1** | **PSO****2** | **PSO****3** |
| CO 1  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 2 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 3  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 4  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 5  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| CO 6  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Total**  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Average** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## **31. Assessment methodology - Direct**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| CIE Exams |  | SEE Exams  |  | Seminars  |  |
| Laboratory Practices  |  | Student Viva  |  | Certification  |  |
| Term Paper  |  | Tech-Talk / 5 Minutes Video  |  | Open Ended Experiments  |  |
| Definitions and Terminology |  | Quiz |  | Assignments |  |

## **32. Assessment methodology - Indirect**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Assessment of mini projects by experts |  | End Semester OBE Feedback |

 **33. Relevance to sustainable development goals (SDGs)**

Write brief description about the course and how its relevance to SDGs.

|  |  |  |
| --- | --- | --- |
| **Tick** | **Symbol** | **Description** |
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**Approved by: Board of Studies in the meeting conducted on -----------------------------.**

**Signature of Course Coordinator HOD**