Program Code-CE201	Course Name- SOFT SKILLS	L	T	P	CH per Week	Course Type
Course Code 20TDY-301		0	0	2	30	Employability Enhancement Course
Pre- requisites/ Exposure	Basic Communication Skills					
Co-Requisite	NA					
Anti-Requisite	NA					

a. COURSE DESCRIPTION

This course will act as the base for Personality and Communication advancement. It will help the students to enhance their communication flair and personality by understanding the soft skills. Moreover, it will build the students' behavioral and social attitudes, career attributes, personality traits, mindset, which are predominant for stepping into the professional world and becoming self-assured in public speaking

b. COURSE OBJECTIVES

1. To improve the student's teamwork and collaborative skills when being a part of a group or a team working towards a shared and common goal or purpose.
2. To improve the verbal and non-verbal communication skills of the students when interacting with colleagues and professionals.
3. To understand the job-interview process by engaging in group discussions, interacting with the trainer, and researching the topics and lessons shared by the soft skills trainer.

COURSE OUTCOMES

On completion of this course, the students will be able to	
CO1	Constructively interact with fellow students using their verbal and non-verbal communication skills.
CO2	Proficiently implement their analytical, critical and creative thinking skills for achieving their goals and completing any assigned tasks.
CO3	Be an effective team member working towards a shared and common goal or purpose.
CO4	Apply the communication skills by participating in Group discussions, debates, and collaborative activities in various situations to enhance their personality.
CO5	Gain knowledge and the soft skills to meet the requirements of recruiters and hiring managers as per latest Industry standards.

COURSE CONTENTS		
Unit I: Augmenting Skills		**10 Hrs.**
1	Session Prelude	
2	Resume Building	
3	Round Table Summit	
4	Fabling Flair	
5	Video Cognizance	
Unit 2: Verbal Opulence		**10 Hrs.**
6	Building Verbal Repertoire	
7	Creative Configurations	
8	Showcasing a Presentation	
9	Creative Configurations	
10	The Art of The Interview	
Unit 3: Employability Competence		**10 Hrs.**
11	Gutsy Grammar	
12	The Pursuit of Speech	
13	Implicit Inference	
14	Winning Collaboration	
15	Concluding Confabulation	

TEXT BOOKS

1. Comprehending Verbal Ability for Success

REFERENCE BOOKS

1. High School English Grammar and Composition by Wren & Martin
2. How to Talk to Anyone by Leil Lowndes
3. Soft Skills for hard People: A Practical Guide to Emotional Intelligence for Rational Leaders by Helena Kim
4. E-book: Soft Skills by Manmohan Joshi.

Internal Evaluation Components

	Theory			**Practical**		
Components	**Internal Assessment**	**Mid Term Assessment**	**End Term Assessment**	**Internal Assessment**	**Mid Term Assessment**	**End Term Assessment**
Marks	0	0	0	60	0	40
Total Marks	0			100		

Sr. No.	Type of Assessment Task	Weightage of actual conduct	Frequency of Task	Total Tasks in a Semester	Total Marks	Final Weightage in Internal Assessment
1	In-class Activity Assessment	30 marks of each in-class activity assessment	One Per Unit	3	90	30 marks
2	Quiz	6 marks of each quiz	1 per Unit	3	18	6 marks
3	WriteX: Written Test as substitute for MST	10 marks	1 per semester	1	10	10 marks
4	In-class Presentations	10 marks	1 per semester	1	10	10 marks
5	Homework	NA	One per lecture	15*n(n=no. of sessions per week)	NA	Non-Graded: Engagement Task
6	Group Discussion Forum	NA	Two per Unit	2*3=6	NA	Non-Graded: Engagement Task
7	Attendance and Engagement Score on BB	NA	NA	NA	NA	4 marks

Mode of Evaluation: The performance of students is evaluated as follows:		
CODE	**SOFT SKILLS**	
Components	**Continuous Internal Assessment (CAE)**	**Semester End Examination (SEE)**
Marks	**60**	**40**
Total Marks	**100**	

CO-PO Mapping	
PO1	Engineering knowledge: Apply the knowledge of mathematics, science, engineering fundamentals and an engineering specialization to the solution of complex engineering problems.
PO2	Problem analysis: Identify, formulate, review research literature and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences and engineering sciences
PO3	Design/development of solutions: Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety and the cultural, societal, and environmental considerations.
PO4	Conduct investigations of complex problems: Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data and synthesis of the information to provide valid conclusions.
PO5	Modern tool usage: Create, select, and apply appropriate techniques, resources and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations
PO6	The engineer and society: Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice
PO7	Environment and sustainability: Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
PO8	Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
PO9	Individual or teamwork: Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
PO10	Communication: Communicate effectively on complex engineering activities with the engineering community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions
PO11	Project management and finance: Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as member and leader in a team, to manage projects and in multidisciplinary environments.
PO12	Life-long learning: Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context to technological change
PSO1	Capability to manage large infrastructure projects ensuring safe and cost-effective execution of projects having knowledge of fast-track construction and project management
PSO2	Ability to use building software packages to calculate safe loads and stresses for designing structural members to ensure safety and serviceability.
PSO3	Ability to provide innovative solutions for traffic safety and efficiency through intelligent transportation systems, and mitigate the environmental impact of construction by adopting green building concepts.

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2	PSO3
20TDY301.1	0	0	0	0	0	1	0	0	3	3	2	1	0	0	0
20TDY301.2	1	2	2	2	0	0	0	0	0	0	1	0	2	0	0
20TDY301.3	0	0	0	0	0	0	0	0	3	0	3	0	0	0	0
20TDY301.4	0	1	0	0	0	0	0	0	2	1	1	0	0	0	0
20TDY301.5	0	0	2	1	0	1	0	0	1	1	0	1	0	0	0

1= addressed to small extent	**2= addressed significantly**	**3= major part of course**
Syllabus Designed by		**Approved By**
Naveen Kumar Dubey		
Name with Employer Code		**HOD (DCPD)**
Naveen Kumar Dubey (E12629)		**Mr. Pardeep Kumar Bansal**