**Third Year B. Tech. (Semester – V)**

**ADI312: Soft Skill**

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit No** | **Title** | **Activities** | **Marks** |
| 1 | Communication Skills | Group Discussion, Chart Preparation | 10 |
| 2 | Self-Development | Career Planning & Goal setting, Chart Preparation | 10 |
| 3 | Leadership and Team Building | Problem solving using design thinking, IBM Certifications | 10 |
| 4 | Language and Writing Skills | Writing Skills Email, Resume, Presentation | 10 |
| 5 | Ethics, Etiquette and Mannerism | Interview Skills and Resume reading, business idea pitching | 10 |
|  |  | **Total** | **50** |

|  |  |
| --- | --- |
| **Attendance** | **50% weightage** |
| **Average%=** | **Attendance Percentage converted to 50** |
| **Total marks** | **(Total + Average)/2** |

**Example**

Student 1-

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity1** | **Activity2** | **Activity3** | **Activity4** | **Activity5** | **Total** | **Average % out of 50** | **Total marks** |
| 8 | 8 | 10 | 8 | 8 | **42** | =75%  =75/2  **=37.5** | =(42+37.5)/2  **=39.75** |