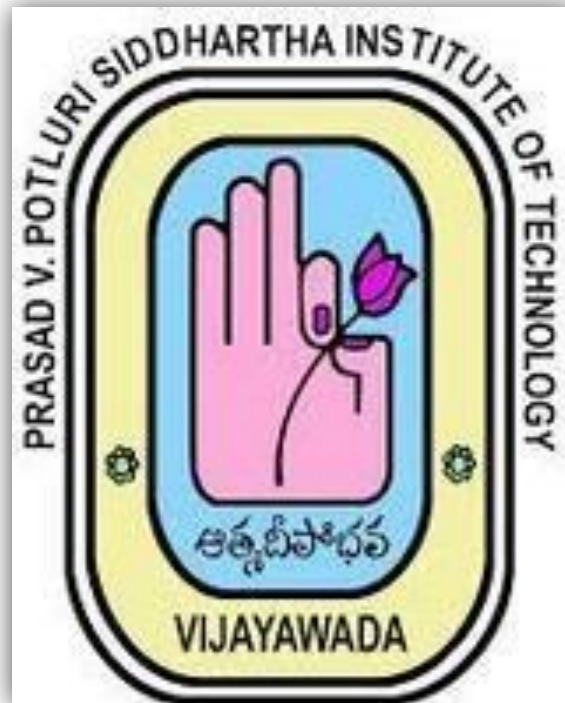


**Prasad V. Potluri Siddhartha Institute of Technology
(Autonomous)**

Kanuru, Vijayawada – 520 007

(Affiliated to JNTUK, Accredited by NBA, ISO 9001:2015 Certified Institution)



5.1.3.2: Communication Skills

Timetables for Communication skills & Syllabus

2018-19

Name of the Staff Member: A.S.PHANI KUMARI Department: F.E.D.
 No. of Hours per week: 17 A. Year – 2018-2019 W.E.F :02.07.2018

I Year	1 9:30 - 10.30	2 10.30 - 11.30	3 11.30- 12.30		12:30 – 1:30	4 1:30 – 2:30	5 2:30 – 3:30	6 3:30 – 4:30	
II Year	1 9:00- 10:00	2 10:00 – 11:00	3 11:00 – 12:00		12.00- 1.00	4 1:00 – 2:00	5 2:00 – 3:00	6 3:10 – 4:10	7 4.10 – 5.10
IV Year	1 9.30 - 10.20	2 10.20 – 11.10	3 11.20 - 12.10	4 12.10 – 1.00	1.00 -2.00	5 2.00- 2.50	6 2.50 – 3.40	7 3.40 – 4.30	
MON					B R E A K	CVL		EEE-1	
TUE			CVL			EEE-1			
WED	CVL LAB								
THU	CSE-2 LAB						II CSE-2		
FRI	EEE-1						EEE-1 LAB		
SAT	CVL								

Name of the Staff Member: Dr.M.SYAM SUNDAR Department: F.E.D.
 No. of Hours per week: 17A. Year – 2018-2019 W.E.F :02.07.2018

I Year	1 9:30 - 10.30	2 10.30 - 11.30	3 11.30- 12.30		12:30 – 1:30	4 1:30 – 2:30	5 2:30 – 3:30	6 3:30 – 4:30	
II Year	1 9:00- 10:00	2 10:00 – 11:00	3 11:00 – 12:00		12.00- 1.00	4 1:00 – 2:00	5 2:00 – 3:00	6 3:00 – 4:00	
IV Year	1 9.30 - 10.20	2 10.20 – 11.10	3 11.20 - 12.10	4 12.10 – 1.00	1.00 - 2.00	5 2.00- 2.50	6 2.50 – 3.40	7 3.40 – 4.30	
MON	MECH-2		CSE-2		B R E A K	CSE-1 LAB			
TUE	CSE-2					III IT-1 LAB			
WED							II IT-2 LAB		
THU	CSE-2 LAB						CSE-2		MECH-2
FRI								MECH-2	
SAT									

Name of the Staff Member: SK. REHENA Department: F.E.D.
 No. of Hours per week: 17 A. Year – 2018-2019 W.E.F :02.07.2018

I Year	1 9:30 - 10.30	2 10.30 - 11.30	3 11.30-12.30		12:30 – 1:30	4 1:30 – 2:30	5 2:30 – 3:30	6 3:30 – 4:30	
II Year	1 9:00- 10:00	2 10:00 – 11:00	3 11:00 – 12:00		12.00- 1.00	4 1:00 – 2:00	5 2:00 – 3:00	6 3:00 – 4:00	
IV Year	1 9.30 - 10.20	2 10.20 – 11.10	3 11.20 - 12.10	4 12.10 – 1.00	1.00 - 2.00	5 2.00- 2.50	6 2.50 – 3.40	7 3.40 – 4.30	
MON	ECE-2				B R E A K	III -IT-2 LAB			
TUE								ECE-2	
WED			III CVL				ECE-2 LAB		
THU							ECE-2		III CVL PDC
FRI							EEE-1 LAB		
SAT	ECE-1 LAB								

ENGLISH LANGUAGE COMMUNICATION SKILLS LAB(Required)

(Common to CSE, IT, EEE, CE, ECE during I B.Tech., I Semester)

(Common to ME, AE during I B.Tech., II Semester)

Course Code(s): CE1L3, CS1L1, IT1L1, EE1L1, EC1L1, ME2L2, AE2L2

Credits:2

Lab: 3 periods/week

Internal assessment: 25 marks

Semester end examination: 50 marks

Prerequisite: English Language Communication Skills

Course Objectives:-

1. To improve the communicative ability.
2. To enhance the general conversational skills in different socio-cultural contexts.
3. To strengthen their professional skills.
4. To instill confidence and make them competent enough to express themselves fluently.
5. To expose the students to various spoken skills.

Course outcomes:-

CO1) Better pronunciation and accent

CO2) Ability to use functional English

CO3) Competency in analytical skills and problem solving skills

Syllabus**Task 1: Phonetics**

Introduction to sounds of English.
Phonetic transcription of simple words.
Word stress or accent.
Intonation.

Task II: Spoken skills

JAM
Public speaking
Debate

Task III :-Conversation skills

Introducing
Extending Invitations
Apologizing
Lodging complaints.

Task IV: - Describing

Describing an object
Describing a process
Describing situations

Task V: - Group Discussion

Dynamics of Group Discussion
Various strategies
Discussion on various topics

Reference books:

1. Everyday dialogues in English----- Robert J.Dixon.
2. Speak well----- orient black swan.

ENGLISH FOR COMMUNICATION

(Common to all branches during I B.Tech., I Semester)

Course Code(s): ME1T2, CE1T2, CS1T2, IT1T2, AE1T2, EE1T2, EC1T2

Lecture: 3 periods/week

Credits: 3

Internal assessment: 30 marks

Semester end examination: 70 marks

Course Objectives:-

- To expose the students to various socio-cultural contexts
- To impart human values.
- To strengthen the writing skills.
- To enhance their communicative competence.
- To improve their vocabulary
- To make them well versed in grammar.
- To enhance their comprehensive ability.

Course outcomes:-

- CO1) Proper usage of grammar and vocabulary to aid their verbal communications.
- CO2) Demonstration of effective communication for interactional and transactional purpose
- CO3) Awareness of proper literacy skills and multicultural milieu.

Syllabus

Unit –I

1. Unity of minds-Abdul kalam.
2. Communication
Process of communication
Types of communication ----Verbal and nonverbal communication.
Listening skills.
3. Synonyms, antonyms from the prescribed syllabus.

Unit-II

1. 'Next Sunday' ----- R.K.Narayan
2. Tenses
3. Active/passive voice

Unit III

1. 'The cop and the anthem' -----O.Henry
2. Direct/Indirect speech
3. Letter writing.

Unit IV

1. Three Questions' ----Leo Tolstoy
2. Degrees of comparison

3. Reading comprehension.

Unit V

1. Kalpana chawla---- Biographical sketch

2. Correction of sentences.

Reference books: ----

Communication skills ----- Sanjay kumar&pushpa latha oxford.

Communication skills -----Leena sen.(PHI)

English for engineering students---- G.V.L.N.Sharma.

An approach to communication skills ---Bhanu ranjan, Dhanpat rai&co.

The craft of Business letter writing---- Mathew ,Tata Mac Graw Hill.

e-learning resources: _

<http://nptel.ac.in/courses.php>

<http://jntuk-coeerd.in/>

Prasad V Potluri Siddhartha Institute of Technology

Attendance Register

Subject: PDC Lab 2018-19

S No	Roll No.	Name of Student	Month and Date	28	05	12	19	26	02	09	16	23	30
			Cumulative No. of Lecturers	2	4	6	8	10	12	14	16		
			Initial	A	A	A	A	A	A	A	A		
1	17501A0561	Maddala Jaya Chaitanya		A	A	2	A	A	A	4	6		
2	562	Maddi Chidambaram		A	A	2	A	A	A	4	6		
3	563	Maddipati Kethika Sri Sai		2	4	6	8	A	10	A	12		
4	564	Madduri Katta		2	4	6	8	10	12	14	A		
5	565	Mallikarjuna Lakshmi		2	4	6	8	A	A	10	12		
6	566	Manchi Madhulata		2	4	6	8	10	12	14	16		
7	567	Manne Malavika Rao		2	A	A	4	A	A	6	8		
8	568	Medipati Niteetha Choudary		2	A	4	6	8	A	A	10		
9	569	Merudu Blethy Prathiyasha		A	A	2	4	A	A	6	8		
10	570	Mohammed Taherunnisa		2	4	6	8	10	12	14	16		
11	571	Mohammad Wazhatunnisa		2	4	6	8	10	12	14	16		
12	572	Mohammad Zubeeda Begum		2	4	6	8	10	12	14	16		
13	573	Mokkapati Murali Krishna		A	2	4	A	A	A	6	A		
14	574	Muddala Preetham		A	A	A	2	A	4	6	8		
15	575	Mudunjala Deepika		2	A	4	6	8	10	12	14		
16	576	Mullangi Anura		2	A	4	A	A	6	8	10		
17	17501A0577	Mulpuri Venkata Rama Rao		A	A	2	A	A	A	4	6		

13	20	27	03	10	17	24	31
18	20	22	24	26	28	30	
A	A	A	A	A	A	A	
A	8	10	12	A	14	A	
8	10	12	14	A	16	A	
14	16	18	20	22	24	26	
16	18	20	22	24	26	28	
14	16	18	20	22	24	26	
18	20	22	24	26	28	30	
10	12	14	16	18	20	22	
12	14	16	18	20	22	24	
10	12	14	16	18	20	A	
18	20	22	24	26	28	30	
18	20	22	24	26	28	30	
18	20	22	24	26	28	30	
8	10	12	14	A	16	A	
10	12	14	16	18	20	22	
16	18	20	22	A	24	26	
12	14	16	18	20	22	A	
8	10	12	14	16	18	A	

PROGRAMME OF INSTRUCTION ACCORDING TO TIME TABLE AND ALMANAC

Class B. Tech Year II Sem. II Subject PDC

Theory
Drawing
 Practical

Name of the Teacher (s) : Dr A. PURNACHANDRAN Academic Year 2018-2019

Sl. No.	Periods		Topic Covered	Sl. No.	Periods		Topic Covered
	Day	Date			Day	Date	
(1)	(2)	(3)	<u>PERSONALITY (4) UNIT.1</u>	(1)	(2)	(3)	(4)
1	Wednesday	28/11/18	1. Grooming one's Personality &	16			
2	Wednesday	05/12/18	2. Influence of Heredity and environment on Personality	17			
3	Wednesday	14/12/18	3. Personality Types <u>Personality assessment</u> UNIT.2	18			
4	Wednesday	19/12/18	1. Freudian Analysis & 2. Maslow's concept UNIT.3	19			
5	Wednesday	26/12/18	<u>Leadership qualities</u> 1. Communication Skills 2. Attitude	20			
6	Wednesday	01/01/19	3. Empathy 4. Self-acceptance	21			
7	Wednesday	23/01/19	5. Conflict Resolution UNIT.4	22			
8	Wednesday	06/02/19	1. Time Management 2. Planning & organization	23			
9	Wednesday	13/02/19	3. Parkinson's Law 4. Team work 5. Effectiveness	24			
10	Wednesday	20/02/19	1. Assertiveness 2. Submissiveness UNIT.5	25			
11	Wednesday	27/02/19	3. Assertiveness 4. Neuroticism	26			
12	Wednesday	06/03/19	5. Defensiveness 6. Hostility	27			
13	Wednesday	13/3/19	Body language in Interviews	28			
14	Wednesday	20/3/19	Test	29			
15				30			