

2/4 B. Tech - FIRST SEMESTER

IT3L4

TECHNICAL ENGLISH

Credits: 1

Lab: 2 Periods/week

Internal assessment: 50 marks

Objectives:

- To improve creativity in the students.
- To enable extemporaneous speaking, clarity of speech etc.
- To enhance the argumentative capacities.
- To create a broad exposure to diverse thinking.
- To develop Interpersonal and group skills.

Outcomes:

Students will be able to

- Apply Expressionistic ability.
- Develop Assertiveness.
- Acquire Leadership qualities.
- Develop Communicative competence.
- Refine Interview Skills.

Syllabus:**UNIT- I**

- a. Just a minute on emerging technologies.
- b. Public speaking

UNIT- II

- a. Debates on topics related to technology.
- b. Group discussion.
- c. Model group discussion.
- d. Dynamics

UNIT -III

- a. Presentations skills.
- b. Power point presentations.

UNIT -IV

- a. Reporting
- b. Meeting skills

UNIT- V

- a. Interview skills.
- b. Resume preparation.
- c. Mock interviews.

Reference books:

1. Technical Communication-Ashraf Rizwi, McGraw Hill Publication
2. Business Communication and Personality Development-lesson for paradigm change in personality –Biswajit Das & Ipseeta Satpathy.