SEMESTER - S1/S2

LIFE SKILLS AND PROFESSIONAL COMMUNICATION
(Common to all Branches)

Course Code	UCHUT128	CIE Marks	100
Teaching Hours/Week (L: T:P: R)	2:0:1:0	ESE Marks	0
Credits	1	Exam Hours	-
Prerequisites (if any)	None	Course Type	Activity-based learning

Course objectives:

1. To foster self-awareness and personal growth, enhance communication and interpersonal connection skills, promote effective participation in groups and teams, develop critical thinking, problem-solving, and decision-making skills, and cultivate the ability to exercise emotional intelligence.

2. To equip students with the necessary skills to listen, read, write & speak, to comprehend and successfully convey any idea, technical or otherwise.

3. To equip students to build their profile in line with the professional requirements and standards.

Continuous Internal Evaluation Marks (CIE):

- Continuous internal evaluation is based on the individual and group activities as detailed in the activity table given below.

- The students should be grouped into groups of size 4 to 6 at the beginning of the semester. They should use online collaboration tools for group activities, report/presentation making and work management.

- Activities are to be distributed between 3 class hours (2L+1P) and 3.5 Self-study hours.

- Marks given against each activity should be awarded fully if the students successfully complete the activity.

- Students should maintain a portfolio file with all the reports and other textual materials generated

from the activities. Students should also keep a journal related to the activities undertaken.

- Portfolio and journal are mandatory requirements for passing the course, in addition to the minimum marks required.

- The portfolio and journal should be carried forward and displayed during the 7th Semester Seminar course as a part of the experience sharing regarding the skills developed through the HMC courses and Mini project course.

- Self-reflection questionnaire shall be given at the beginning of the semester, in between and at the end of the semester based on the guidelines in the manual of the course.

Table 1: Activity Table

Sl. No.	Activity	Class room (L) / Self Study (SS)	Week of completion	Group / Individual (G/I)	Marks	Skills	CO
1.1	Group formation and self-introduction among the group members	L	1	G	-	● Connecting with group members ● Time management - Gantt Chart	
1.2	Familiarizing the activities and preparation of the time plan for the activities	L	1	G	-		
1.3	Preparation of Gantt chart based on the time plan	SS	1	G	2		
2.1	Take an online personality development test, self reflect and report	SS	1	I	2	● Self-awareness Writing	CO1
2.2	Role-storming exercise 1: Students assume 2 different roles given below and write about their ● Strengths, ● Areas for improvement, ● Concerns, ● Areas in which he/she hesitates to take advice, ● Goals/Expectations,	L	1	I	2	●Goal setting - Identification of skills and setting goal ●Self-awareness ●Discussion in groups ●Group work- Compiling of ideas ● Mind mapping	CO1

	from the point of view of the following assumed roles i) their parent/guardian/mentor ii) their friend/sibling/cousin						
2.3	Role-storming exercise 2: Students assume the role of their teacher and write about the ● Skills required as a B.Tech graduate ● Attitudes, habits, approaches required and activities to be practised during their B.Tech years, in order to achieve the set goals	SS	1	I	2		CO1
2.4	Discuss the skills identified through rolestorming excercise by each one within their own group and improvise the list of skills	L	1	G	2		CO1
2.5	Prepare a mind map based on the role-storming exercise and exhibit/present it in class	SS	2	G	2		CO1
3	Prepare a presentation on instances of empathy they have observed in their own life or in other's life	L	2 to 4	I	2	● Empathy	CO2
4.1	Each student connects and networks with a minimum of 3 professionals from industry/public sector organizations/other agencies/NGOs /academia (atleast 1 through LinkedIn)	SS	3	I	2	● Workplace awareness ● Listening ● Communication - interacting with people ● Networking through various media including LinkedIn ● Discussion in groups ● Report preparation ● Creativity Goal setting - Preparation of	
4.2	Interact with them to understand their workplace details including ● workplace skills required ● their work experience ● activities they have done to enhance their employability during their B.Tech years ● suggestions on the different activities to be done during B.Tech years	SS	3	I	4		CO2

	Prepare a documentation of this					action plan	
4.3	Discuss the different workplace details & work readiness activities assimilated by each through the interactions within their group and compile the inputs collected by the individuals Prepare the Minutes of the discussions	SS	3	G	2		CO2
4.4	Report preparation based on the discussions	SS	4	G	3		CO4
4.5	Perform a role-play based on the workplace dynamics assimilated through interactions and group discussions	L	5	G	4		CO3
4.6	Identify their own goal and prepare an action plan for their undergraduate journey to achieve the goal	SS	5	I	2		CO1
5.1	Select a real-life problem that requires a technical solution and list the study materials needed	L	6	G	2		CO3
5.2	Listen to TED talks & video lectures from renowned Universities related to the problem and prepare a one-page summary (Each group member should select a different resource)	SS	6	I	2		CO4
5.3	Use any online tech forum to gather ideas for solving the problem chosen	SS	6	G	2		CO5
5.4	Arrive at a possible solution using six thinking hat exercise	L	7	G	3		CO3
5.5	Prepare a report based on the problem-solving experience	SS	7	G	2		CO4
6.1	Linkedin profile creation	SS	1	I	2	Profile-building	CO6
6.2	Resume preparation	SS	8	I	2		CO6
6.3	Self-introduction video	SS	8	I	3		CO6
7	Prepare a presentation on instances of demonstration of emotional intelligence	SS	9	I	2	Emotional intelligence	CO2

8	Prepare a short video presentation on diversity aspects observed in our society (3 to 5 minutes)	SS	10	G	3	Diversity	CO2, CO5
9	Take online Interview skills development sessions like robotic interviews; self-reflect and report	SS	10	I	2	• Interview skills	CO6
10	Take an online listening test, self-reflect and report	SS	11	I	2	Listening skills	CO6
11.1	Activities to improve English vocabulary of students	L	8	I/G	4		CO4
11.2	Activities to help students identify errors in English language usage	L	9	I/G	2		CO4
11.3	Activity to help students identify commonly mispelled words, commonly mispronounced words and confusing words	L	10	I/G	2	• English vocabulary • English language skills • Writing • Presentation • Group work • Self-reflection	CO4
11.4	Write a self-reflection report on the improvement in English language communication through this course	SS	12	I	2		CO4
11.5	Presentation by groups on the experience of using online collaboration tools in various group activities and time management experience as per the Gantt chart prepared	L	11 to 12	G	2		CO4, CO5
12.1	Each group prepares video content for podcasts on innovative technological interventions/research work tried out in Kerala context by academicians/professionals/Govt. agencies/research institutions/private agencies/NGOs/other agencies	SS	12	G	4	• Audio-visual presentations creations with the use of technology tools • Effective use of social media platforms • Profile building	CO2, CO4, CO5
12.2	Upload the video content to podcasting platforms or YouTube	SS	12	G	1		CO5
12.3	Add the link of the podcast in their LinkedIn profile	SS	12	G	1		CO5

Table 2. Lab hour Activities (P): 24 Marks

Sl No	Activity	Marks	Skill	CO
1	Hands-on sessions on day-to-day engineering skills and a self-reflection report on the experience gained: 1. Drilling practice using electric hand drilling machines. 2. Cutting of MS rod and flat using electric hand cutters. 3. 4. Filing, finishing and smoothening using electrically operated hand grinders. 5. MS rod cutting using Hack saw by holding the work in bench wise. 6. Study and handling different types of measuring instruments. 7. Welding of MS, SS work pieces. 8. Pipe bending practice (PVC and GI). 9. Water tap fitting. 10. Water tap rubber seal changing practice. 11. Union and valves connection practice in pipes. 12. Foot valve fitting practice. 13. Water pump seal and bearing changing practice.	24	Basic practical engineering skills	3
2	Language Lab sessions	-	Language Skills	4

	Course Outcome	Bloom's Knowledge Level (KL)
CO1	Develop the ability to know & understand oneself, show confidence in one's potential & capabilities, set goals and develop plans to accomplish tasks	K5
CO2	Develop the ability to communicate and connect with others, participate in groups/teams, empathise, respect diversity, be responsible and understand the need to exercise emotional intelligence	K5
CO3	Develop thinking skills, problem-solving and decision-making skills	K5
CO4	Develop listening, reading, writing & speaking skills, ability to comprehend & successfully convey any idea, and ability to analyze, interpret & effectively summarize textual, audio & visual content	K6
CO5	Develop the ability to create effective presentations through audio-visual mediums with the use of technology tools and initiate effective use of social media platforms & tech forums for content delivery and discussions	K6
CO6	Initiate profile-building exercises in line with the professional requirements, and start networking with professionals/academicians	K6

CO-PO Mapping

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12
CO1										1		3
CO2					1			3		3		3
CO3		1	1		1					1		1
CO4					1					1		2
CO5					1	1				1		2
CO6					1					1		

Note*: K1- Remember, K2- Understand, K3- Apply, K4- Analyse, K5- Evaluate, K6- Create*

	Text Books			
Sl. No	Title of the Book	Name of the Author/s	Name of the Publisher	Edition and Year
1	Life Skills & Personality Development	Maithry Shinde et.al.	Cambridge University Press	First Edition, 2022
2	Emotional Intelligence: Why it can matter more than IQ	Daniel Goleman	Bloomsbury, Publishing PLC	25th Anniversary Edition December 2020
3	Think Faster, Talk Smarter: How to speak successfully when you are put on the spot	Matt Abrahams	Macmillan Business	September 2023
4	Deep Work: Rules for focused success in a distracted world	Cal Newport	PIATKUS	January 2016
5	Effective Technical Communication	Ashraf Rizvi	McGraw Hill Education	2nd Edition 2017

	Reference Books			
Sl. No	Title of the Book	Name of the Author/s	Name of the Publisher	Edition and Year
1	Life Skills for Engineers	Remesh S., Vishnu R.G.	Ridhima Publications	First Edition, 2016
2	Soft Skills & Employability Skills	Sabina Pillai and Agna Fernandez	Cambridge University Press	First Edition, 2018
3	Effective Technical Communication	Ashraf Rizvi	McGraw Hill Education	2nd Edition 2017
4	English Grammar in Use	Raymond Murphy,	Cambridge University Press India PVT LTD	5th Edition 2023
5	Guide to writing as an Engineer	David F. Beer and David McMurrey	John Willey. New York	2004