

M.V.R. DEGREE COLLEGE

(Affiliated to Andhra University)

An Institution of Priyadarshini Educational Academy)

NAAC ACCREDITED COLLEGE

Dr.V.Rama Rao, M.A.,Ph.D.,
Secretary & Correspondent

Dr.A.Balakrishna,M.Sc.,Ph.D.,
Principal

Course outcomes of Communication & Soft Skills course offered by English department

Communication & Soft skills -1 (Semester -02)

Unit	Title	Learning Outcome
1.Vocabulary Building	<ul style="list-style-type: none">• Prefixes and Suffixes• Word conversions• Compounding• Analogy• One-word substitutes• Confused words• Antonyms and Synonyms• Phrasal Verbs and Idioms	<ul style="list-style-type: none">• Master Vocabulary• Learn new words and apply it in their every day speech and writing.
2.Grammar-I	<ul style="list-style-type: none">• Types of Verb• Subject Verb Agreement	<ul style="list-style-type: none">• Acquire significant knowledge about Verbs and its usages and develop accuracy in communication.• Develop accurate contextual sentence structures by learning Concord
3.Grammar-II	<ul style="list-style-type: none">• Modals• Tenses• Articles and Prepositions	<ul style="list-style-type: none">• Enable learners to communicate in all kinds of situations both formally and informally.• Learn basic grammar to understand and speak in English language better.
4.Listening Skills	<ul style="list-style-type: none">• The Importance of Listening• Types of Listening• Barriers to Effective Listening• Strategies for effective Listening	<ul style="list-style-type: none">• Build Listening skills• Know the importance of listening and its distinctiveness from hearing• Become aware of the positive and negative listening types
5.Reading Skills	<ul style="list-style-type: none">• Skimming	<ul style="list-style-type: none">• Improve Reading skills



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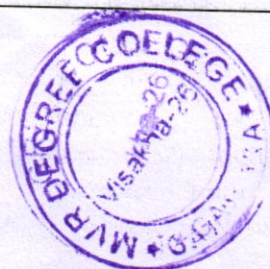
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	<ul style="list-style-type: none"> • Scanning • Intensive and Extensive Reading • Comprehension 	<ul style="list-style-type: none"> • Develops the skill by practicing the types of reading situation-wise. • Knowledge about the benefits of reading.
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Communication & Soft skills -2(Semester-03)

Unit	Title	Learning Outcome
1.Pronunciation-I	<ul style="list-style-type: none"> • Introduction to Phonetics • Consonants • Vowels 	Identify English speech sounds and enunciate with perfection
2.Pronunciation-II	<ul style="list-style-type: none"> • Syllable • Word Stress • Accent and Rhythm in Connected Speech 	<ul style="list-style-type: none"> • Verbalize effectively • Develop neutral accent • Learn about the various components of effective communication.
3.Speaking Skills-I	<ul style="list-style-type: none"> • Conversation Skills • Greetings and Introduction • Asking for and Giving Information • Interview Skills • Presentation Skills • Public Speaking 	<ul style="list-style-type: none"> • Know how to greet one another occasion wise • Give interesting introductions in the classroom or workplace or at the interview. • Master the art of giving information, seeking permissions, instructions and directions both in formal and informal situations. • Face interview confidently by following the guidelines

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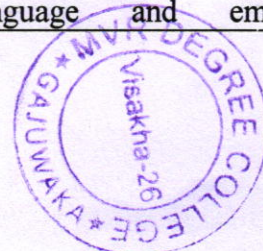
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		<ul style="list-style-type: none"> • Give an insight about Public speaking • Become an effective speaker and presenter
4. Speaking Skills-II	<ul style="list-style-type: none"> • Role Play • Debate • Group Discussion 	<ul style="list-style-type: none"> • Enables learners excel in soft skills like Role play • Provide a deeper view about the process of debating and its required skills • Enrich learners about Group Discussion and its prerequisites
5. Writing Skills	<ul style="list-style-type: none"> • Spelling • Punctuation • Bar Diagrams • Line Graphs • Pie Diagrams • Flow charts • Tree Diagrams • Pictures 	<ul style="list-style-type: none"> • Develop writing skills • Introduced to types and uses of Punctuation marks • Learn to write graphically represented data theoretically

Communication & Soft Skills-III (Semester-04)

Unit	Title	Learning Outcome
1. Soft Skills	<ul style="list-style-type: none"> • Positive Attitude • Body Language • SWOC • Emotional Intelligence • Netiquette 	<ul style="list-style-type: none"> • Develop personality of students to conduct themselves respectably • Realize significance of positive attitude, body language and emotional



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		<p>intelligence in educational and workplace setting</p> <ul style="list-style-type: none"> Assists in setting goals Enable learners to surf the internet wisely
2.Paragraph Writing	<ul style="list-style-type: none"> Paragraph Structure Development of Ideas 	<ul style="list-style-type: none"> Provide detail about developing effective paragraphs and individual thoughts Inculcate the practice of paraphrasing and summarizing passages Enjoy reading and develop communication skills
3.Paraphrasing and Summarizing	<ul style="list-style-type: none"> Elements of Effective Paraphrasing Techniques of paraphrasing Good Summary Stages of Summarizing 	<ul style="list-style-type: none"> Inculcate the practice of paraphrasing and summarizing passages. Improve reading and writing skills
4.Letter Writing	<ul style="list-style-type: none"> Formal and Informal Letter E-Correspondence 	<ul style="list-style-type: none"> Enrich learners to write letters and emails in a professional setting. Draft worthy e-mails
5.Resume and Curriculum Vitae	<ul style="list-style-type: none"> Resume and Curriculum Vitae Cover Letter 	<ul style="list-style-type: none"> Know the difference between Resume and Curriculum Vitae Analyze and draft a good curriculum vitae, resume and cover letter.

Attended
Dr.

