

COURSE TITLE	COMMUNICATION SKILLS II
COURSE CODE	10BH1204
COURSE CREDITS	2

Objective:

- 1 This advanced course on Public Speaking emphasizes on cultivating practical skill of public speaking in various forms of professional and social settings. The purpose is to groom students in typical public speaking situations and to provide them with the experience of public speaking.

Course Outcomes: After completion of this course, student will be able to:

- 1 Understand importance of communication in personal and professional environments
- 2 Gain experience in interpersonal, group, and public communication
- 3 Develop strategies for effective public speaking offline and online environments
- 4 Students will practice delivery of professional and personal speeches / presentations using visual aids where appropriate to enhance presentation

Pre-requisite of course:N/A

Teaching and Examination Scheme

Theory Hours	Tutorial Hours	Practical Hours	ESE	IA	CSE	Viva	Term Work
1	1	0	0	0	0	50	50

Contents : Unit	Topics	Contact Hours
1	Speaking in professional setting Art of Story Telling, Methods & Techniques, Ethos & Pathos, Imagination, Elaboration, Language & Emotions	2
2	Preparing for Public Speaking Formats-I Group Discussion (GD), Types & Topics of GD, Do's & Don'ts, Evaluation Parameters, Practical GD	2
3	Audience & Anxiety Analyse Audience, Behaviour & Attitude towards audience, Overcoming Anxiety, Do's & Don'ts	2
4	Preparing for Public Speaking Formats-II Debate, Types & Topics, Evaluation Parameters, Practical Debate	2
5	Preparing for Public Speaking Formats-III Impromptu Speaking, Techniques, Do's & Don'ts, Practical Experience	2
6	Preparing for Public Speaking Formats-IV Elocution, Techniques , Analyse and Plan content, Do's & Don'ts, Practical Experience	1

Contents : Unit	Topics	Contact Hours
7	Preparing for Public Speaking Formats-V Delivering a 5 Min Talk, Role of Selecting a Topic, Planning, Organizing & Delivering a Talk, Practical Experience	1
8	Technology & Communication Today Facing Camera Live, Recording Video of Self , Do's & Don't's, Practical Experience	1
9	Great Speakers & Greet Speeches Video Demonstration, nalyse the qualities exhibited by the speaker, Practical Experience	1
10	Demonstrati on & Evaluation Demonstration by students , Evaluation by students	1
Total Hours		15

Suggested List of Experiments:

Contents : Unit	Topics	Contact Hours
1	Practical Exercises to Communication Skills II Issue related to Communication Skills II	15
Total Hours		15

Textbook :

- 1 Presentations Zen:Simple Ideas on Presentation Design & Delivery, Garr Reynolds , ., 2014

References:

- 1 Talk like Ted, Talk like Ted, Carmine Gallo, ., 2014

Suggested Theory Distribution:

The suggested theory distribution as per Bloom's taxonomy is as follows. This distribution serves as guidelines for teachers and students to achieve effective teaching-learning process

Distribution of Theory for course delivery					
Remember / Knowledge	Understand	Apply	Analyze	Evaluate	Higher order Thinking / Creative
10.00	10.00	30.00	10.00	20.00	20.00