



GUJARAT TECHNOLOGICAL UNIVERSITY

Program Name: Bachelor of Science

Level: Under Graduate

Branch Name: Honors/ Honors With Research (Biotechnology)

Course / Subject Code: BS02001071

Course / Subject Name: Communication Skills

W.e.f. Academic Year:	2024-25
Semester:	2
Category of the Course:	Skill Enhancement Course

Prerequisite: Prerequisite: Students have basic knowledge of languages and communication. They know about the fundamentals of personality developments.

Rationale: This course will refine the communication skill of students and improve the presentation skill. Learning effective communication skills will help to gain an edge when facing challenges

Course Scheme:

Teaching Scheme			Total Credits	Assessment Pattern and Marks				Total Marks
L	T	PR	C	Theory		Practical		
				ESE (E)	PA(M)	ESE (V)	PA (I)	
1	0	2	2	0	50	50	0	50

Course Content:

Sr. No.	Course Content	No. of Hours	% of Weightage
1	Personality Development, Decision Making and Communication Personality Development – Concept; Skills and Value orientation of personality development; stages of personality development; factors affecting personality development; personality traits; Concepts – Creativity: Attitudes and Etiquettes. Communication – meaning, importance, communication skills, verbal & non-verbal communication. Decision making – meaning, importance, determinant factors and techniques.	8	50
2	Managing Self – Mind and Motivation, Leadership and Conflict Resolution Managing Self – Mind, Body and Soul; Motivation – meaning, theories and types. Leadership – meaning, types, functions and various theories. Conflict – meaning, reasons and consequences. Conflict Resolution: Need and various approaches and institutions	7	50

Reference Books:

1. Leadership and Management by A. Chandramohan, Himalaya publishing group, latest edition



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2. Team Building & Leadership by Bhargava & Bhargava, Himalaya publishing group, latest edition

Course Outcome:

After Completion of the Course, Student will able to:

S. No	Course Outcomes	RBT Level
1	Building confidence and conversation skills	AP
2	Inculcating leadership qualities AP	AP
3	To develop team player role by inculcating collaboration, active listening, and problem solving skills	AP

*RM: Remember, UN: Understand, AP: Apply, AN: Analyze, EL: Evaluate, CR: Create

List of Experiments: (Minimum 6 experiments need to be performed)

- **Personality Self-Assessment and Development Plan** – Self-reflection through personality tests and goal setting.
- **Role Play on Effective Communication** – Practice verbal and non-verbal communication in real-life scenarios.
- **Decision-Making Exercise** – Apply decision-making techniques and evaluate influencing factors.
- **Leadership Styles and Team Role Simulation** – Explore leadership styles and their impact on team dynamics.
- **Conflict Resolution Simulation** – Learn and practice conflict resolution approaches through role-play.
- **Motivation and Mindfulness Workshop** – Understand motivation theories and practice mindfulness to enhance focus and motivation.
