

Communication Skills (Lab)

AEC- Ability Enhancement Course

Select 1 course (1 Credit) from Semester I,
and 1 course (1 Credit) from Semester II in any order

COEP TECHNOLOGICAL UNIVERSITY, PUNE- DEPARTMENT OF APPLIED SCIENCES AND HUMANITIES- A.Y.
2026-2027

COURSE DETAILS

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■ Listening-15

■ GD-30

■ Grammar & Vocab-15

■ Group Presentation-40



KEY LEARNINGS

- Vocabulary Development
- Presentation Skills
- Group Discussions
- Job/product Pitching
- Speaking Skills
- Articulation
- Voice Modulations



SIGNIFICANCE

- Employability and Placement Readiness
- Communicative Competence
- Interpersonal and Collaborative Skills
- Professional Readiness

RELEVANCE TO EACH
BRANCH/ PROGRAMME

- Supports branch-specific professional communication across engineering domains
- Bridges technical knowledge and industry requirements
- Strengthens multidisciplinary collaboration for team projects

COURSE CONTENT



LISTENING SKILLS

- Stages of Listening (pre, while and post)
- Strategies to Develop Active Listening Skills
- Problematic Sounds for Indian Speakers



SPEAKING SKILLS

- Oral Communication
- Sounds in English
- Pronunciation
- Stress, Intonation and Pauses
- Formal and Informal Expressions
- Situational Conversations
- Group Discussion
- Presentation Skills



READING AND WRITING SKILLS

- Reading Techniques: Scanning, Skimming and Active Reading
- Common Problems in Reading
- Stages of Writing (pre, while and post)
- Letter/Email writing — drafting, editing, summarizing, proofreading