



# SYMBIOSIS COLLEGE OF ARTS AND COMMERCE

An Empowered Autonomous College | Under Savitribai Phule Pune University

Reaccredited 'A+' with 3.51 CGPA For Third Cycle By NAAC | College with Potential for Excellence

## UG Curriculum

PROGRAM	BA	BA(Hon)	B.Com	B.Com(Hon)	M.Com	MA - Eng	MA- Eco	MA- Psy
Tick ✓								

SEMESTER	1	2	3	4	5	6	7	8
Tick ✓								

SPECIALIZATIONS									
BA	Eco	Eng	Psy	Gen					
Tick ✓									
BCOM	Costing	Banking	Entrep	MKT	Fin & Acc	Mgt Acc	HRM	Bus Analytic s	Gen
Tick ✓									

<b>Name of the Department</b>	Symbiosis Centre for Liberal Arts
<b>Name of Head of Department</b>	Prof.Dr.Hilda David
<b>Title of the Course</b>	Cutting Edge Communication
<b>Course Code</b>	LL02
<b>Type of Course (New / Revised)</b>	New
<b>Number of Credits</b>	3

Course Outcomes
CO 1: Examine the various forms of communication.
CO 2: Classify the various communication process.
CO 3: Teach and identify components of fundamental approaches to communication.
CO 4: Explain organizational communication.
CO 5: Evaluate multiplicity of intellectual perspectives constituting communication theory and research in various contexts and their relationship to communication practices.

## DETAILS OF SYLLABUS



# SYMBIOSIS COLLEGE OF ARTS AND COMMERCE

An Empowered Autonomous College | Under Savitribai Phule Pune University

Reaccredited 'A+' with 3.51 CGPA For Third Cycle By NAAC | College with Potential for Excellence

UNIT NUMBER	DETAILS	NUMBER OF LECTURES
1	Understanding communication with a view to enhance one's own skills and abilities to communicate effectively-----process Model, elements, nature and gaps in the process)	5
2	Tapping the varied options available in the form of* <b>languages</b> * for better understanding and acceptance of messages and the messenger.	
3	<b>Group discussions</b> and interaction in familiar and unfamiliar settings	10
4	<b>Presentations</b> -includes formal and semi-formal situations-using appropriate aids—preparatory steps for solo and group present actions	5
5	<b>Interviews and portfolio preparations</b> - guidelines and tips for an impressive performance at any kind of interview	10
6	<b>Conflict management</b> –role conflicts in formal and inter-personal Relationships, dealing with disagreements and unpleasantness in different forums –assertiveness in communication.	5
7	<b>Emotional intelligence</b> —a critical input in developed personalities Awareness of own and others emotions for success in chosen spheres and satisfying relationships.	10
	Total Number of Hours	45
<b>Reference List</b>		
<ul style="list-style-type: none"><li>• Crucial Conversations Tools for Talking when Stakes are High, Kerry Patterson</li><li>• How to effectively communicate, Paul Newton</li><li>• High-impact interpersonal skills, Apex Enterprises Ltd.</li><li>• Cross-Cultural Psychology: Critical Thinking and Contemporary Applications, Eric B. Shiraev</li><li>• Cross-cultural Communication, Francisca O. Norales</li></ul>		

Prof.Dr.Hilda David

Name and Sign of Head