

# CO - PO MAPPING

FOR

BA,B.COM,B.SC

A COURSE IN COMMUNICATION &SOFT SKILLS

W.e. F 2020-21)



D. S. GOVT. DEGREE COLLEGE (W), ONGOLE

DEPARTMENT OF ENGLISH

## **D. S. GOVT. DEGREE COLLEGE (W), ONGOLE.**

### **Vision**

To become a centre of educational excellence for empowering women in different fields of life by realising their capabilities so that they can take their rightful place in the society.

### **Mission**

- To inculcate the spirit of quality in higher education.
- To trigger skills related to education and life.
- To enhance physical wellbeing.
- To promote social awareness and community service.
- To enlighten women empowerment.
- To Inculcate values for betterment of women.
- To train the students for academic competition.



## DEPARTMENT OF ENGLISH

### BA,B.COM,B.SC -COMMUNICATION &SOFT SKILLS

#### Vision

- To help students to see themselves as professionals, as part of a discipline with skills and abilities.
- To provide students with sophisticated writing and critical thinking skills useful not only in the academic but also in the world at large.
- To give students a sense of themselves as citizens of a larger community by encouraging participation in service learning and in diverse and international course work and programming.
- To form credible, innovative and socially committed citizens.

#### Mission

- To enable students become responsible towards self, family, and society
- To nurture students with employability skills
- .To promote literacy—specifically the ability to read, write, and think critically. This mission includes the fostering of such technological literacy as information retrieval, research, and communication.
- Literate individuals can gather, analyze, and communicate information effectively as well as think creatively and draw independent conclusions—skills.
- The Department fosters these goals through scholarship and instruction in all areas of literatures written in English and in the production and reception of a variety of texts, including academic, professional, and creative.

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## DEPARTMENT OF ENGLISH

### BA, B. COM B, Sc

#### A COURSE IN COMMUNICATION & SOFT SKILLS

##### Programme Outcomes (POs)

1. Acquire a comprehensive understanding of domain-specific knowledge and demonstrate their acquired skills effectively during practical transactions within the specific domain.
2. Demonstrate proficient analytical and problem-solving skills through the application of critical thinking strategies to address real-world situations effectively.
3. Master effective communication, collaborate skilfully with diverse stakeholders, nurture meaningful dialogues, build strong professional bonds in and beyond college.
4. Exhibit proficiency in ethically using information from diverse sources, analysing and synthesizing data effectively for real-world research.
5. Exemplify ethical standards in personal and professional contexts, appreciate diverse cultures, evaluate social responsibility's impact on well-being, and advocate for women students' betterment.
6. Actively promote social awareness through community service, contributing to a more inclusive and compassionate global community.
7. Embrace continuous learning, create professional growth chances, and prioritize personality development and physical well-being for a holistic approach.
8. Foster self-confidence, advocate women empowerment, demonstrate expertise for growth in studies, employment, and entrepreneurship, creating a brighter and equitable future.

##### Programme Specific Outcomes (PSOs)

Effective listening allows to grasp information accurately and completely, leading to a better understanding of the subject matter.

Active listening demonstrates respect and empathy, fostering stronger connections and relationships with others

Using appropriate and varied words helps convey your thoughts and ideas more effectively.

Using correct grammar in both writing and speaking showcases your professionalism and attention to detail.

Developing communication skills boosts your confidence, helping reduce anxiety in various social situations.



**DAMACHARLA SAKKUBAYAMMA GOVT. DEGREE COLLEGE  
FOR**

**WOMEN ONGOLE**

**PROGRAMME : BA.BCOM.B.SC**

**(To be implemented from the Academic Year 2023-24)**

Subject: English

Sl No	Code	courses	Sem	Name of the course	Hours/week	credit	Mid Marks	Sem EndMarks
1		I	1	A course in Communication & soft skills	4	3	25	75
2		II	2	A Course in Reading & Writing Skills	4	3	25	75
3		III	3	A Course in Conversational skills	4	3	25	75

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## **Programme Outcomes (POs)**

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## Course-I : Course in Communication and Soft Skills

### COURSE OUTCOMES

#### CO1 Demonstrate the use of good vocabulary

- Demonstrates a good command of vocabulary and grammar,
- Effectively communicates the main purpose of the task.

#### CO2 Use grammar effectively in writing and speaking (application)

- Application of grammar effectively involves more than just regurgitating memorized rules.
- Remember: effective grammar usage enhances communication skills and makes writing and speaking.
- Knowledge and Comprehension: Grammar is the set of rules that govern how to use words to form sentences and helps to convey clear and organized thought

#### CO3 Acquire ability to use Soft Skills in professional and daily life.

- Understanding: individuals need to comprehend the importance of soft skills
- Awareness: Developing self-awareness and social awareness is crucial
- Synthesis: The ability to synthesize information from various sources
- Observation: Learning begins with observing how others exhibit soft skills.

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### CO- PO MAPPING

CO. No.	Upon the successful completion of the course, students will be able to	POs mapped	Cognitive Level
CO – 1	Demonstrate the use of good vocabulary	PO3,PO4,PO5	L3,L4,L5,L6
CO – 2	Use grammar effectively in writing and speaking	PO4	L6
CO – 3	Acquire ability to use Soft Skills in professional and daily life.	PO4,PO7	L6

### *Mapping COs to POs: Alignment on a Three-Point Scale from Weak to Strong*

CO	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	1	1	3	2	1	2		
CO2	3	1	2	2	1			
CO3				1	1	1	3	

### ***COURSE 11: A COURSE IN READING & WRITING SKILLS***

#### ***COURSE OUTCOMES***

#### **Co1 Comprehend different texts**

- Understanding: This involves grasping the meaning of the text, identifying key ideas and comprehending the overall message.
- It's about extracting information directly from the text.

#### **Co2 Interpret different types of texts:**

- Analyzing: Interpreting texts requires a deeper level of engagement.
- It involves breaking down the content, identifying underlying themes, drawing inference and considering the author's intent.

### Co3 Analyse what is being read and Build up a repository of active vocabulary

- Analyzing :Analysis involves breaking down complex information into its constituent parts to understand their relationships and how they contribute to the whole.
- It often includes identifying patterns, making connections, and evaluating evidence within the text.
- Creating :While building vocabulary involves understanding and memorizing words creating a repository of active vocabulary takes it a step further.
- This entails not just memorization, but also the ability to apply, combine and use words effectively in different contexts.

#### CO-PO Mapping

CO. No.	Upon the successful completion of the course, students will be able to	POs mapped	Cognitive Level
CO1	.Comprehend different texts	PO1,PO2	, L2,L5,L6
CO 2	Interpret different types of texts	PO1, PO2, PO4	L1, L2, L3, L4, L6
CO3	Analyse what is being read and Build up a repository of active vocabulary	PO1, PO2, PO3, PO6, PO8	L1, L2, L3, L4, L5, L6

#### Mapping COs to POs: Alignment on a Three-Point Scale from Weak to Strong

CO No	PO							
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	3	3	1		1	1	1	1
CO2	3	3		1				1
CO3	1	2	3	3	3	2	2	1

## **COURSE III :A COURSE IN CONVERSATIONAL SKILLS**

### **Course outcomes:**

#### **Co1 Speak fluently in English**

- Application: Focuses on the application of language skills in real world scenarios, allowing students to engage in meaningful conversations, discussions, and presentation.
- Effective Communication: apply their understanding of grammar, vocabulary, and pronunciation to communicate clearly and confidently in various contexts
- Demonstrate the application of language skills by adapting their speech to different social, academic, and professional settings.
- Understand the importance of context in choosing the appropriate language style.

#### **CO2 Participate confidently in any social interaction**

- Application the learner is expected to use their knowledge and understanding to solve problems, make decisions, or engage in practical activities.
- Understanding: it implies that the learner should not only
- understand the concepts related to social interactions but also be able to apply those concepts effectively in real-life situations.
- Demonstrate the ability to transfer their knowledge into practical real- world scenarios.

### **CO3 Demonstrate critical thinking**

- Analyzing, evaluating, and synthesizing information to make informed judgments or decisions. It goes beyond simple memorization or regurgitation of facts and requires higher-order cognitive skills
- Critical thinking goes beyond mere remembering by contextualizing information and considering its relevance and reliability.
- Creating: Critical thinking here involves innovative thinking, combining different pieces of information to form novel insights or approaches.
- **CO – PO Mapping**

CO. No.	Upon the successful completion of the course, students will be able to	POs mapped	Cognitive Level
CO - 1	<b>Speak fluently in English</b>	PO3,PO4,PO5	L3,L4,L5,L6
CO - 2	<b>Participate confidently in any social interaction</b>	PO1, PO2	L1, L2, L3, L4
CO - 3	<b>Demonstrate critical thinking</b>	PO3,PO4,PO5	L3,L4,L5,L6

#### ***Mapping COs to POs: Alignment on a Three-Point Scale from Weak to Strong***

CO No	PO							
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	1	1	3	2	1	2		
CO2	3	3		1			2	1
CO3	1	3	3	3	3	2	2	1

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Developing communication skills boosts your confidence, helping reduce anxiety in various social situations.



## **Course-I : Course in Communication and Soft Skills**

### **COURSE OUTCOMES**

- **Understand the importance of listening and practice effective listening.** □
- **Use grammar effectively for accuracy in writing and speaking.**
- **Use relevant vocabulary in everyday communication.** □
- **Acquire ability to use Soft Skills in professional and daily life**
- **Confidently use the skills of communication.**

### **CO1 : Understand the importance of listening and practice effective listening.**

- **Comprehension (Understanding):** Effective listening requires actively processing spoken information, extracting meaning from words, and comprehending the underlying message
- **Interpretation (Critical Thinking):** Practicing effective listening involves critically evaluating the information being shared.
- **Evaluation (Assessment and Feedback):** Active listening involves assessing the credibility and reliability of the speaker
- **Communication** Responding to what is being said is a vital aspect of effective listening.

### **CO2 : Use grammar effectively for accuracy in writing and speaking**

- **Application :**Using proper grammar is essential for maintaining accuracy in both writing and speaking.
- **Correct grammar** ensures that ideas are communicated clearly and effectively, allowing the intended message to be easily understood by the audience.
- **utilizing grammar proficiently** is essential for ensuring accuracy in both writing and speaking. Grammar serves as the structural framework of language, aiding in conveying ideas clearly and precisely.
- **By adhering to grammatical rules,** individuals can effectively organize their thoughts and facilitate seamless communication.

### **CO3: Application: applying the understanding of language and vocabulary to effectively communicate in various everyday situations.**

selecting and using appropriate words to convey meaning clearly.

**Co4** Acquire ability to use Soft Skills in professional and daily life.

Synthesis: integrate the knowledge of soft skills (such as teamwork, adaptability, and time management) and apply them creatively to different contexts in both professional and daily life situations.

**Co5:** Confidently use the skills of communication:

Evaluation: assess own communication skills critically and judge their effectiveness.

Determine: The strengths and weaknesses of communication abilities and make improvements accordingly.

**CO- PO MAPPING**

CO. No.	Upon the successful completion of the course, students will be able to	POs mapped	Cognitive Level
CO – 1	Understand the importance of listening and practice effective listening.	PO1, PO2	L1, L2, L3, L4
CO – 2	Use grammar effectively in writing and speaking	Po4,Po6	L2L3.L4
CO – 3	Acquire ability to use Soft Skills in professional and daily life.	PO4	L6
Co-4	Use relevant vocabulary in everyday communication. □	Po4,Po6	L3,L4
Co-5	Confidently use the skills of communication.	PO2, PO3,PO4,PO5,PO6	L2, L3, L4, L5, L6

**Mapping COs to POs: Alignment on a Three-Point Scale from Weak to Strong**

CO No	PO							
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8
CO1	3	3	3	3	3	2	1	1
CO2	3	1	2	2	1	3		
CO3	3	3	3	3	3	3	3	3
Co4	3	2	1	1	3	2	1	1
Co5	3	3	2	1	2	2	1	1

