

LABORATORY ASSIGNMENT /SHEET /JOB /PROJECT ACTIVITY PLANNING (LP)

Academic Year: 2026-27 (ODD)

Date: 01/08/2026

Institute Name: K. K. Wagh Polytechnic, Nashik

MSBTE Code: 0078

Program and Code: Artificial Intelligence and Machine Learning (AN) **Course Code & Abbr.:** 311303 (ENG)

Course Name: Communication Skills (English)

Name of Faculty: Anand Jivan Savale

Class: FYAN (Neural) **Semester:** 1st **Scheme:** K **Course Index:** 102 **Learning Hrs.** 30Hrs

● **COURSE LEVEL LEARNING OUTCOMES (COS)**

By learning course Communication Skills (English) (ENG-311303), First Year students will be able to achieve & demonstrate the following COs on completion of course based learning.

- CO1 - Construct grammatically correct sentences in English
- CO2 - Compose paragraphs and dialogues on given situations
- CO3 - Comprehend passages correctly
- CO4 - Use contextual words in English appropriately
- CO5 - Deliver effective presentations in English using appropriate body language

● **Teaching-Learning & Assessment Scheme:**

Course Code	Course Title	Abbr	Course Category/s	Learning Scheme					Credits	Assessment Scheme											
				Actual Contact Hrs./Week			SLH	NLH		Paper Duration	Theory				Based on LL & TL				Based on SL		Total Marks
															Practical						
				CL	TL	LL					FA-TH	SA-TH	Total		FA-PR		SA-PR		SLA		
Max	Max	Max	Min				Max	Min	Max	Min											Max
311303	Comm unication Skills (English)	ENG	AEC	3	-	2	1	6	3	3	30	70*#	100	40	25	10			25	10	150

Abbreviations: CL- Class Room Learning , TL- Tutorial Learning, LL-Laboratory Learning, SLH-Self Learning Hours, NLH-Notional Learning Hours, FA - Formative Assessment, SA - Summative assessment, IKS – Indian Knowledge System, SLA - Self Learning Assessment
Legends: @ Internal Assessment, # External Assessment, *# Online Examination, @\$ Internal Online Examination

● **Laboratory Learning Outcome (LLO):**

- ✓ LLO 1.1 Use transcription in correct form.
- ✓ LLO 1.2 Learn to differentiate vowel, diphthong and consonants.
- ✓ LLO 2.1 2.1 Learn correct pronunciation by using headphones in language lab
- ✓ LLO 3.1 Enhance the understanding of word formation
- ✓ LLO 3.2 Enrich word power
- ✓ LLO 3.3 Construct words with the specific meanings
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- ✓ LLO 4.3 Develop overall language skills.
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- ✓ LLO 6.1 Add depth to narratives
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- ✓ LLO 7.1 Promote the development of effective communication skills
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 - ✓ LLO 7.4 Build confidence
 - ✓ LLO 8.1 Acquire the ability to convey complex ideas in clear and concise manner
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 - ✓ LLO 9.1 Develop skills in storytelling
 - ✓ LLO 9.2 Connect with audience
 - ✓ LLO 10.1 Notice and articulate specific elements, colors, shapes, & other visual aids
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- ✓ LLO 11.1 Express information in coherent and engaging manner
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 - ✓ LLO 12.1 Present complex information in a clear & concise manner
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 - ✓ LLO 13.1 Improve Language Skills & expand vocabulary
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 - ✓ LLO 15.1 Develop language acquisition
 - ✓ LLO 16.1 Build confidence in public speaking
 - ✓ LLO 16.2 Enhance the skills in planning and prioritization

● **COs, Practical Laboratory Learning Outcome (LLOs) and Mapping:**

Pr. No	COs	LLO	Name of Experiments/Assignment/ Sheet/ Job/ Project Activity	Planned Date A/B/C		Actual date of Performance	Remark
				From	To		
1	CO1	3.1, 3.2, 3.3	Prefixes & Suffixes	A-06/8/2026 B-07/8/2026 C-08/8/2026	A-06/8/2026 B-07/8/2026 C-08/8/2026	A- B- C-	
2	CO1	4.1, 4.2, 4.3	Construct sentences using 20 collocations	A-13/8/2026 B-14/8/2026 C-22/8/2026	A-13/8/2026 B-14/8/2026 C-22/8/2026	A- B- C-	
3	CO2	6.1, 6.2	Compose Situational Dialogues	A-20/8/2026 B-21/8/2026 C-29/8/2026	A-20/8/2026 B-21/8/2026 C-29/8/2026	A- B- C-	
4	CO1	1.1, 1.2	Write 20 words using phonetic transcription	A-27/8/2026 B-28/8/2026 C-29/8/2026*	A-27/8/2026 B-28/8/2026 C-29/8/2026*	A- B- C-	
5	CO3	5.1, 5.2	Paragraph Writing	A-03/9/2026 B-04/9/2026 C-05/9/2026	A-03/9/2026 B-04/9/2026 C-05/9/2026	A- B- C-	

6	CO1, CO4	10.1,10.2 , 10.3	Description of Picture	A-17/9/2026 B-18/9/2026 C-12/9/2026	A-17/9/2026 B-18/9/2026 C-12/9/2026	A- B- C-	
7	CO1, CO3	8.1, 8.2, 8.3	Describe Three Technical Objects	A-24/9/2026 B-25/9/2026 C-19/9/2026	A-24/9/2026 B-25/9/2026 C-19/9/2026	A- B- C-	
8	CO5	9.1, 9.2	Anecdote on Situations	A-24/9/2026* B-25/9/2026* C-26/9/2026	A-24/9/2026* B-25/9/2026* C-26/9/2026	A- B- C-	
9	CO5	11.1, 11.2	Introduce Oneself & Others	A-01/10/2026 B-09/10/2026 C-03/10/2026	A-01/10/2026 B-09/10/2026 C-03/10/2026	A- B- C-	
10	CO5	12.1, 12.2	PowerPoint Presentation on Topic	A-08/10/2026 B-09/10/26* C-10/10/2026	A-08/10/2026 B-09/10/26* C-10/10/2026	A- B- C-	
11	CO3, CO5	14.1	Write experience (Four) on situation (Diary Entry)	A-15/10/2026 B-16/10/2026 C-24/10/2026	A-15/10/2026 B-16/10/2026 C-24/10/2026	A- B- C-	
12	CO1, CO3	13.1	Translate Paragraph—English to Marathi/ Hindi (vice- versa)	A-22/10/2026 B-23/10/2026 C-24/10/26*	A-22/10/2026 B-23/10/2026 C-24/10/26*	A- B- C-	
13	CO2	15.1	Comprehension	A-15/10/26* B-16/10/26* C-24/10/26*	A-15/10/26* B-16/10/26* C-24/10/26*	A- B- C-	

ASSESSMENT METHODOLOGIES/TOOLS

A. Formative assessment (Assessment for Learning) (FA-PR)

- For laboratory learning 25 marks .

Direct Assessment Criteria: (Practical)

Process Related	Product Related	Total Marks
15 Marks	10 Marks	25 Marks

- Rules for Formative Assessment:
- 1. Formative assessment of each practical is based on Process related (15 marks) and Product related (10 marks) - Total out of 25 marks as per the assessment scheme prescribed by MSBTE

B. Self Learning Assessment (Assessment for Self Learning) (SLA)

- Self Learning Activities/ Assignments/ Projects will be assessed out of 25 marks.
- Practical wise LLO-CO Mapping:

Practical No	LLO	CO102.1	CO102.2	CO102.3	CO102.4	CO102.5
Practical No.1	1.1, 1.2	✓				
Practical No.2	2.1	✓				
Practical No.3	3.1, 3.2, 3.3	✓				

Practical No.4	4.1, 4.2, 4.3	✓				
Practical No.5	5.1, 5.2			✓		
Practical No.6	6.1, 6.2		✓			
Practical No.7	8.1, 8.2, 8.3	✓		✓		
Practical No.8	9.1, 9.2					✓
Practical No.9	10.1, 10.2, 10.3	✓			✓	
Practical No.10	11.1, 11.2					✓
Practical No.11	12.1, 12.2					✓
Practical No.12	13.1	✓		✓		
Practical No.13	14.1			✓		✓
Practical No.14	15.1		✓			

● **References:**

1. Books:

1. MSBTE: Spectrum, G Scheme and I- Scheme
2. Kumar, E. Suresh, Sreehari, P Savitri: Effective English with CD- Pearson Education
3. Gyan Murli: English Grammar at a Glance- S. Chand
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5. Dr. Anjana Tiwari: Communication Skills in English- Khanna Publishers, New Delhi

2. LEARNING WEBSITES & PORTALS

1. <https://www.britishcouncil.in/english/learn-online>
2. [Vocabulary.com](https://www.vocabulary.com) - Learn Words - English Dictionary
3. [International Phonetic Association](https://www.internationalphoneticassociation.org) | [intəˈnæʃənəl fəˈnetɪk əsoʊsiˈeɪʃn](https://www.internationalphoneticassociation.org)
4. [grammarly.com/blog](https://www.grammarly.com/blog)
5. www.newagegolden.com
6. <https://topphonetics.com/>
7. <https://www.thesaurus.com/>

3. LABORATORY EQUIPMENT / INSTRUMENTS / TOOLS / SOFTWARE REQUIRED

Sr. No.	Equipment Name with Broad Specifications	Relevant LLO Number
1	Language Lab with relevant software and Computer system with all necessary components like; motherboard, random access memory (RAM), read-only memory (ROM), Graphics cards, sound cards, internal hard disk drives, DVD drive, network interface card	All
2	LCD Projector with document reader	All
3	Smart Board with networking	All

Anand Jivan Savale
(Name & Signature of Staff)

Mr. A.D. Watpade
(Name & Signature of HOD)

CC: 1. Course file-ENG(311303)
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Name of Faculty: Anand Jivan Savale

Class: FYAN (Nova)

Semester: 1st

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Course Index: 102 **Learning Hrs.** 30Hrs

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4. [grammarly.com/blog](https://www.grammarly.com/blog)
5. www.newagegolden.com
6. <https://topphonetics.com/>
7. <https://www.thesaurus.com/>

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9	CO5	11.1, 11.2	Introduce Oneself & Others	A-03/10/2026 B-30/9/2026 C-01/10/2026	A-03/10/2026 B-30/9/2026 C-01/10/2026	A- B- C-	
10	CO5	12.1, 12.2	PowerPoint Presentation on Topic	A-10/10/2026 B-07/10/2026 C-08/10/2026	A-10/10/2026 B-07/10/2026 C-08/10/2026	A- B- C-	
11	CO3, CO5	14.1	Write experience (Four) on situation (Diary Entry)	A-10/10/25* B-07/10/25* C-08/10/25*	A-10/10/25* B-07/10/25* C-08/10/25*	A- B- C-	
12	CO1, CO3	13.1	Translate Paragraph—English to Marathi/ Hindi (vice- versa)	A-17/10/25 B-14/10/25 C-15/10/25	A-17/10/25 B-14/10/25 C-15/10/25	A- B- C-	
13	CO2	15.1	Comprehension	A-17/10/25* B-14/10/25* C-15/10/25*	A-17/10/25* B-14/10/25* C-15/10/25*	A- B- C-	

ASSESSMENT METHODOLOGIES/TOOLS

A. Formative assessment (Assessment for Learning) (FA-PR)

- For laboratory learning 25 marks .

Direct Assessment Criteria: (Practical)

Process Related	Product Related	Total Marks
15 Marks	10 Marks	25 Marks

- Rules for Formative Assessment:
- 1. Formative assessment of each practical is based on Process related (15 marks) and Product related (10 marks) - Total out of 25 marks as per the assessment scheme prescribed by MSBTE

B. Self Learning Assessment (Assessment for Self Learning) (SLA)

- Self Learning Activities/ Assignments/ Projects will be assessed out of 25 marks.
- Practical wise LLO-CO Mapping:

Practical No	LLO	CO102.1	CO102.2	CO102.3	CO102.4	CO102.5
Practical No.1	1.1, 1.2	✓				
Practical No.2	2.1	✓				
Practical No.3	3.1, 3.2, 3.3	✓				

Practical No.4	4.1, 4.2, 4.3	✓				
Practical No.5	5.1, 5.2			✓		
Practical No.6	6.1, 6.2		✓			
Practical No.7	8.1, 8.2, 8.3	✓		✓		
Practical No.8	9.1, 9.2					✓
Practical No.9	10.1, 10.2, 10.3	✓			✓	
Practical No.10	11.1, 11.2					✓
Practical No.11	12.1, 12.2					✓
Practical No.12	13.1	✓		✓		
Practical No.13	14.1			✓		✓
Practical No.14	15.1		✓			

● **References:**

1. Books:

1. MSBTE: Spectrum, G Scheme and I- Scheme
2. Kumar, E. Suresh, Sreehari, P Savitri: Effective English with CD- Pearson Education
3. Gyan Murli: English Grammar at a Glance- S. Chand
4. CBSE: English Communicative (class X)-Golden
5. Dr. Anjana Tiwari: Communication Skills in English- Khanna Publishers, New Delhi

2. LEARNING WEBSITES & PORTALS

1. <https://www.britishcouncil.in/english/learn-online>
2. [Vocabulary.com](https://www.vocabulary.com) - Learn Words - English Dictionary
3. [International Phonetic Association](https://www.internationalphoneticassociation.org) | [intəˈnæʃənəl fəˈnetɪk əsoʊsiˈeɪʃn](https://www.internationalphoneticassociation.org)
4. [grammarly.com/blog](https://www.grammarly.com/blog)
5. www.newagegolden.com
6. <https://topphonetics.com/>
7. <https://www.thesaurus.com/>

3. LABORATORY EQUIPMENT / INSTRUMENTS / TOOLS / SOFTWARE REQUIRED

Sr. No.	Equipment Name with Broad Specifications	Relevant LLO Number
1	Language Lab with relevant software and Computer system with all necessary components like; motherboard, random access memory (RAM), read-only memory (ROM), Graphics cards, sound cards, internal hard disk drives, DVD drive, network interface card	All
2	LCD Projector with document reader	All
3	Smart Board with networking	All

Anand Jivan Savale
(Name & Signature of Staff)

Mr. A.D. Watpade
(Name & Signature of HOD)

CC: 1. Course file-ENG(311303)
2. Lab Notice board
3 .Lab file