#### DIPLOMA WING



# RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL

SCHEME OF STUDIES & EXAMINATIONS (IMPLEMENTED FROM SESSION: JULY 2023)

SCHEME OCBC JULY 2022/2023 NAME OF BRANCH
COMPUTER SCIENCE AND ENGINEERING

BRANCH CODE CO4 SEMESTER THIRD (III)

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				EK		T	ERM	WOI	RK	тнео	RY PAPER					ACTICAL M/VIVA	ITS	KS
S.N.	PAPER CODE	SUBJECT CODE	SUBJECT NAME	HRS PER WEEK	CREDITS	QUIZ/ASSIGNMENT		ID RM ST*	TOTAL	MARKS	DURATION	HRS PER WEEK	CREDITS	LAB WORK	MARKS	DURATION	TOTAL CREDITS	TOTAL MARKS
1	7481	301	COMPUTER PROGRAMMING	3	3	10	10	10	30	70	03 Hrs.	4	2	20	30	03 Hrs.	5	150
2	7482	302	SCRIPTING LANGUAGES	3	3	10	10	10	30	70	03 Hrs.	4	2	20	30	03 Hrs.	5	150
3	7483	303	DATA STRUCTURES	3	3	10	10	10	30	70	03 Hrs.	4	2	20	30	03 Hrs.	5	150
4	7484	304	COMPUTER SYSTEM ORGANISATION	4	4	10	10	10	30	70	03 Hrs.	0	0	0	0	0	4	100
5	7485	305	ALGORITHMS	4	4	10	10	10	30	70	03 Hrs.	0	0	0	0	0	4	100
6			**SUMMER INTERNSHIP- I	0	0	0	0	0	0	0	0	0	2	20	30	03 Hrs.	2	50
7			PROFESSIONAL DEVELOPMENT	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
8			***RECOVERY CLASSES/LIBERARY etc.	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0
			TOTAL	17	17	·			150	350		19	8	80	120		25	700

**NOTE -** (1) \* Two Best, out of Three Mid Term Tests (Progressive Tests) Marks should be entered here.

- (2) \*\* 3-4 Weeks Summer Internship after II Semester.
- (3) \*\*\*To recover courses if session delays due to summer internship.

GRAND TOTAL OF CREDITS	
25	

GRAND TOTAL OF MARKS
700



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	COMPUTER PROGRAMMING
PAPER CODE	:	7481
SUBJECT CODE	:	301
THEORY CREDITS	:	03
PRACTICAL CREDITS	:	02

#### **Course Learning Objectives:**

To enable student, develop structured solutions to problems and implementing them using computers. This involves two parts:

- I) Formulating a solution for a given problem as a well-defined sequence of actions, and
- II) Expressing solution in a machine-readable form or a programming language. For the second part, we will learn the common units of programming languages. The first part can only be learned through the repeated practice of solving problems.

#### **Course Outcomes:**

After completing the course, students will be able to:

- 1. Apply computational thinking to solve problems logically using appropriate variables, data representations.
- 2. Demonstrate operators and read and write operations.
- 3. Illustrate if-else and loops to control flow of the program.
- 4. Practice use of arrays, strings and pointers.
- 5. Employ functions and recursion for problem solving.

#### **Course Content:**

The language of choice will be C. The focus will be on problem solving and problem where these ideas can be applied. The main focus of the class will to take examples of problems where these ideas can be employed.

Unit	Topics and Sub-topics	Hours	Marks
Unit 1: Introduction to Computational Thinking & Variables and Data Representation	<ul> <li>Concept of problem-solving and computational thinking, Steps involved in Problem Solving.</li> <li>Components of computational thinking. Converting problems into Flowchart and Algorithms.</li> <li>Variables, constants, Data types and Memory representation of variables</li> </ul>	21	14
Unit 2: Operators and Input- Output	<ul> <li>Types of operators-Arithmetic, Relational, Logical and Bitwise Operators. Operator precedence and associativity.</li> <li>Input and output functions, formatted output.</li> <li>Basic file I/O - file modes, open, read, write and close.</li> </ul>	20	14

Unit 3: Conditional and Looping Constructs	<ul> <li>Conditional Statement - if, if-else, nested if, Conditional Operator.</li> <li>Looping Structure - for, while, do-while, Nested structure and related use cases.</li> <li>Switch-Case, Continue &amp; Break statement.</li> </ul>	22	14
Unit 4: Arrays and Pointer	<ul> <li>Introduction to Arrays. One dimensional and multidimensional arrays. Memory organization of an array.</li> <li>Strings-Create, use and modification of a string, String functions.</li> <li>Pointers – Concept of pointer- declaration, initialization, and their use.</li> <li>Dynamic memory allocation.</li> </ul>	22	14
Unit 5: Functions and Recursion	<ul> <li>Functions - Function declaration, Scope and Lifetime of Variables in Functions, types of function.</li> <li>Call by value vs Call by reference.</li> <li>Recursion -Concept and Uses, Characteristics of Recursive Functions, Types of Recursions and Examples.</li> </ul>	20	14

#### **Suggested List of Practical:**

- 1. Familiarization with the programming environment (Editor, Compiler, etc.)
- 2. Programs using I/O statements and various operators
- 3. Programs using expression evaluation and precedence
- 4. Programs using decision making statements and branching statements
- 5. Programs using loop statements
- 6. Programs to demonstrate applications of n dimensional arrays
- 7. Programs to use string manipulation functions
- 8. Programs demonstrating function using different parameter passing mechanism
- 9. Programs to implement recursion
- 10. Programs to solve the problems using pointers
- 11. Programs to demonstrate dynamic memory allocation
- 12. Programs to demonstrate file operations

# **Suggested Learning Resources:**

- 1. Let Us C, Yashvant Kanetkar
- 2. Problem Solving and Programming in C, R.S. Salaria, Khanna Publishing House
- 3. C Programming Absolute Beginner's Guide, Dean Miller and Greg Perry
- 4. The C Programming Language, Kernighan and Ritchie, Prentice Hall of India
- 5. Programming in ANSI C, E. Balagurusamy, Tata McGraw-Hill
- 6. C Programming & Data Structures, B. A. Fouruzan and R. F. Gilberg, CENGAGE Learning.
- 7. Outline of Programming with C, Byron Gottfried, Schaum, McGraw-Hill



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	SCRIPTING LANGUGAGES
PAPER CODE	:	7482
SUBJECT CODE	:	302
THEORY CREDITS	:	03
PRACTICAL CREDITS	:	02

# **Course Learning Objectives:**

To learn how to work with a scripting language.

#### **Course Outcomes:**

By the end of the course, students should be able to:

- 1: Understand the Fundamentals of scripting programming
- 2: Identify and explain advanced data types.
- 3: Implement Control Structures and Looping mechanisms
- 4: Organize Python Programs Using Functions and Modules
- 5: Handle File Operations and Perform Text Processing

Unit	Topics and Sub-topics	Hours	Marks
Unit 1: Introduction, Variables and Data Types	<ul> <li>History, Version and features of python.</li> <li>Python installation and environment setup.</li> <li>Working with python- Writing and running Code.</li> <li>Basic syntax- input, output, comments and indentation.</li> <li>Types of error.</li> <li>Understanding variables, basic data types – numeric, string, Boolean etc.</li> <li>String operations, Basic operators.</li> </ul>	21	14
Unit 2: Advanced Data types	<ul> <li>Introduction to advanced data types.</li> <li>Lists - creating, accessing, modifying slicing and iterating operations on list.</li> <li>Tuples - creating tuples, accessing elements, understanding immutability, slicing, unpacking, and iterating over tuples.</li> <li>Dictionaries - creation, accessing values, adding and modifying key-value pairs, deleting items, and iteration.</li> <li>Sets - creation, adding and removing elements.</li> <li>Arrays - introduction to arrays, importing array module, creating arrays, accessing and modifying elements, and operations.</li> </ul>	22	14
Unit 3: Control Structures	<ul> <li>Understanding coding blocks.</li> <li>Conditional blocks using if, else and elif.</li> <li>For loops and iterations with iterating over sequences and range.</li> <li>While loop, loop manipulation in Python using continue, break, else, and pass.</li> <li>Programming using conditional and loops block</li> </ul>	20	14
Unit 4: Functions,	Organizing Python codes using functions- Introduction to functions, defining and calling functions, function parameter-Positional Parameters, Default Parameters, Keyword	22	14

Modules and Packages	<ul> <li>Arguments, return values, variable scope and recursion.</li> <li>Organizing Python projects into module - Introduction, Create user defined Module, Namespace and Scoping</li> <li>Importing own module as well as external modules.</li> <li>Understanding Packages -Create user defined Package, importing User defined and built-in packages, installing packages using PIP.</li> </ul>		
Unit 5: File I/O, Text Processing, Regular Expressions	<ul> <li>File handling modes.</li> <li>Understanding file related operations -read, write, open, append, rename delete and close.</li> <li>Basic understanding of exception handling.</li> <li>Powerful pattern matching and searching with python re module.</li> <li>Power of pattern searching using regex.</li> </ul>	20	14

#### **Suggested List of Practical:**

- 1. Practice Basic Coding Syntax
  - Practical 1.1: Write a script to display "Hello, World!"
  - Practical 1.2: Practice using print (), comments, and basic expressions
- 2. Write and Execute Scripts Based on Data Types
  - Practical 2.1: Accept user input and perform simple arithmetic operations
  - Practical 2.2: Perform operations on strings (slicing, formatting, functions)
- 3. Write and Execute Scripts Based on Advanced Data Types
  - Practical 3.1: Implement list operations (append, insert, remove, slicing, length)
  - Practical 3.2: Implement tuple operations (create, access, slicing and iteration)
  - Practical 3.3: Implement dictionary operations (create, access, update, remove and iteration)
- 4. Write and Execute Python Scripts with Conditionals and Loops
  - Practical 4.1: Use if-else to check whether a number is even or odd
  - Practical 4.2: Print multiplication table using for loop
- 5. Write and Execute Scripts Based on Functions and Modules
  - Practical 5.1: Create a function to calculate the factorial of a number.
  - Practical 5.2: Create a user-defined module and import it into another script
- 6. File Processing Scripts
  - Practical 6.1: Read contents from a text file and display line by line
  - Practical 6.2: Write user input data to a file and append it
- 7. Write and Execute Regular Expressions
  - Practical 7.1: Validate university roll number and determine branch code and college code.
  - Practical 7.2: Validate email addresses using regex

#### **Suggested Learning Resources:**

S.No.	Title of Book	Author(s)	Publication
1	Taming Python by Programming	Jeeva Jose	Khanna Publishing House
2	Starting Out with Python	Tony Gaddis	Pearson
3	Core Python Programming,	Wesley J. Chun	Prentice Hall
4	Python Programming: Using Problem	Reema Thareja	Oxford University
	Solving Approach		
5	Introduction to Computation and	John V. Guttag	MIT Press.
	Programming Using Python.		
6	Beginning Python using Python 2.6 and Python 3	James Payne	Wrox publishing
7	Practical Programming: An	Paul Gries	The Pragmatic Bookshelf
	Introduction to Computer Science		
	using Python 3		



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	DATA STRUCTURES
PAPER CODE	1:	7483
SUBJECT CODE	:	303
THEORY CREDITS	1:	03
PRACTICAL CREDITS	:	02

# **Course Learning Objectives:**

To provide strong foundation for implementing programming language to formulate, analyze and develop solutions related to various data structures problems

#### **Course Outcomes:**

By the end of the course, students should be able to:

- 1. Apply basics of Data structures
- 2. Apply linear data structure in linear problem solving
- 3. Explain linked list and perform various operations on it
- 4. Explain tree data structure and it's representation
- 5. Explain graph data structure and it's representation

Unit	Topics and Sub-topics	Hours	Marks
Unit 1: Basics of Data structure	<ul> <li>Classification of Data Structure: Linear, Non-Linear, Primitive, Non-Primitive, etc.</li> <li>Pointers: Introduction, Declaring and initializing pointers, Accessing variables using pointers, Pointer arithmetic, Array of Pointers, Rowmajor &amp; Col-major implementation of 2-D array</li> <li>Structure: Definition, Declaration, Initializing Structure,</li> <li>Operations on Data Structures: Traversing, Searching, Insertion, Deletion, Sorting, Merging, Updating.</li> </ul>	21	14
Unit 2: Searching and Sorting Techniques	<ul> <li>Searching Techniques: Linear search and Binary search.</li> <li>Sorting Techniques: Insertion sort, Selection sort, Bubble sort, quick sort, and heap sort</li> </ul>	14	14
Unit 3: Linear data Structures	<ul> <li>Stacks: Introduction to Stacks, Array Representation of Stacks, Applications of Stacks. Infix-to-Postfix Transformation, Postfix Expressions.</li> <li>Queues: Introduction to Queues, Array Representation of Queues, Types of Queues-DeQueue, Circular Queue, Applications of Queues</li> </ul>	21	14
Unit 4: Linked List	<ul> <li>Linked List: Singly Linked List, Representation in Memory, Operations on a Singly Linked List (traversal, insertion, deletion, and searching), Circular Linked Lists, Doubly Linked Lists.</li> </ul>	21	14
Unit 5: Non Linear data structure	• <b>Trees</b> : Basic Terminologies (root, nodes, edges, parent, child, sibling, leaf, subtree, degree, level, and height), Binary Trees, Representations of a Binary Tree using Arrays, Operations on a Binary Tree - Insertion, Deletion, Traversals, Types of Binary Trees : full binary trees, complete	28	14

binary trees, perfect binary trees, balanced binary trees
Graphs: Vertices, edges, degree, walks, paths, cycles , Representation of
Graphs- Set, Linked, Matrix, Graph Traversals – BFS and DFS

# **Suggested List of Practical:**

S. No.	Topic			
1	Write a program using recursive and non-recursive functions to perform search opera- tion in a given list of integers using linear search technique			
2	Search operation in a given list of integers using binary search technique			
3	Write a program to implement insertion sorting for a given random data			
4	Write a program to implement bubble sorting for a given random data			
5	Write a program to implement quick sorting for a given random data			
6	Write a program to implement selection sorting for a given random data			
7	Write a program to implement heap sorting for a given random data			
8	Write a program to implement single linked list			
9	Write a program to implement double linked list			
10	Write a program to implement circular linked list			
11	Write a program to Implement Stack operations using array and linked list			
12	Write a program to Implement Queue operations using array and linked list.			
13	Write a program to implement Breadth First Search (BFS)			
14	Write a program to implement Depth First Search (DFS)			
15	Write a program to implement a binary tree of integers			
16	Write a program to find the minimum depth of a binary tree			

# Remark: Use 'C' as programming language for the purpose.

# **Suggested Learning Resources:**

- 1. Data Structures, Schaum Lipschutz, Tata Mcgraw-hill
- 2. Data Structure Through C, Yashavant Kanetkar, BPB Publications
- 3. Data Structures, R.S. Salaria, Khanna Book Publishing
- 4. Data Structures Using C, Reema Thareja, Oxford University Press India.
- 5. Classic Data Structures, Samanta Debasis, Prentice Hall of India.
- 6. Fundamentals of Data Structure in C, Horowitz, Ellis, Sahni, Sartaj, Anderson-Freed, Susan, University Press, India.
- 7. Data Structures: A Pseudo code approach with C, Richard F. Gilberg, Behrouz A. Forouzan, CENGAGE Learning, India.
- 8. Data Structures and Algorithms: Concepts, Techniques and Applications, G. A. V. Pai, McGraw-Hill Education, India.



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	COMPUTER SYSTEM ORGANISATION
PAPER CODE	:	7484
SUBJECT CODE	:	304
THEORY CREDITS	:	04
PRACTICAL CREDITS	:	00

# **Course Learning Objectives:**

To have a thorough understanding of the basic structure and operation of a digital computer, its architectures and computational designs.

#### **Course Outcomes:**

By the end of the course, students should be able to:

- 1. Understand basic structure and operation of Digital Computer
- 2. Describe Instruction sets and Instruction Format used in Digital Computer.
- 3. Discuss Control Unit Organization
- 4. Interpret Memory and I/O organization
- 5. Illustrate functioning of 8085 and assembly language programming

Unit	Topics and Sub-topics	Hours	Marks
Unit 1:  Basic Computer Structure	<ul> <li>Functional blocks: CPU, Memory, Input/Output, Control unit</li> <li>Von Neumann vs Harvard architectures &amp; the bottleneck</li> <li>Bus structures- Data, Address and Control Bus, basic operational concepts.</li> <li>Number System – Decimal, Binary, Octal, Hexadecimal and conversion.</li> <li>Registers, types of Registers and their functions, Instruction Cycle</li> <li>Register Transfer, Bus and Memory Transfer, RTL</li> <li>Microoperations – Arithmetic, Logical and Shift microoperations.</li> <li>ALU and Arithmetic Logical Shift Unit.</li> <li>Data Representation:         <ul> <li>Fixed point representation of Integers, Decimal numbers,</li> <li>Floating point Representation.</li> <li>Negative number Representation – Using sign bit, 1's Complement and 2's Complement.</li> <li>Arithmetic addition, subtraction using 2's complement</li> </ul> </li> </ul>	15	14
Unit 2: Instruction Set Architecture	15	14	

Unit 3: Control Unit Organization  Unit 4: Memory and I/O Organization	<ul> <li>Role of control unit and control signals</li> <li>Hardwired Control Unit: Concept, advantages, limitations</li> <li>Microprogrammed Control Unit: Architecture, microinstructions</li> <li>Microinstruction formats: Horizontal vs Vertical</li> <li>Control memory and address sequencing</li> <li>Comparison: Hardwired vs Microprogrammed with examples</li> <li>Memory hierarchy, SRAM and DRAM</li> <li>RAM, ROM, EPROM chips and their interfacing with CPU.</li> <li>I/O configuration and interfacing.</li> <li>Interrupt-driven I/O, handshaking, and asynchronous transfer</li> <li>DMA (Direct Memory Access) and I/O processors</li> </ul>	10	14
Unit 5: Microprocessor 8085 Case study and Assembly Language Programming	<ul> <li>8085 Microprocessor - Introduction to 8085 Microprocessor, Architecture of 8085, Functional Blocks: ALU, Registers, Control Unit, Pin Diagram and Signal Description, Instruction Set Overview, Addressing Modes, Applications of 8085.</li> <li>Assembly Programming using GNUSim8085: Format, Directives, Flags, - Sample Programs: Addition (8-bit, 16-bit), Data Transfer, Comparisons, Loops</li> </ul>	10	14

**Suggested Learning Resources:** 

S. No.	Title of Book	Author(s)	Publication
1	Computer System Architecture	M.Moris Mano	Pearson/PHI
2	Microprocessor Interfaces	Douglas Hall	Tata Mc Graw Hills
3.	Computer Organization and Design - ARM Edition	Patterson &	Elsevier
		Hennessy	

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### **DIPLOMA WING**

## RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL

DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

# SEMESTER III

COURSE TITLE	:	ALGORITHMS
PAPER CODE	:	7485
SUBJECT CODE	:	305
THEORY CREDITS	:	04
PRACTICAL CREDITS	:	00

# **Course Learning Objectives:**

The objective of this course is to prepare the student with the algorithmic foundations of computing. A sound grasp of algorithms is essential for any computer science engineer. Almost all programming involves algorithms at some level.

#### **Course Outcomes:**

By the end of the course, students should be able to:

- 1. Explain fundamental concepts of algorithms.
- 2. Describe various sorting techniques.
- 3. Describe various searching technique.
- 4. Illustrate concepts of graphs, minimum spanning tree and shortest path.
- 5. Explain concepts of data compression techniques.

Unit	Topics and Sub-topics	Hours	Marks
Unit 1:	Introduction to Algorithms:	14	14
Fundamental	Definition, Characteristics and Importance		
of Algorithms	Steps in algorithm design		
	Programming Models:		
	Pseudocode representation		
	Flowcharts and structured approach		
	Iterative Vs. Recursive processes		
	Algorithm Analysis:		
	Time and Space complexity: Concept		
	Asymptotic notations: Big-O, Omega, Theta		
	Best-case, Worst-case, and Average-case analysis		
	Analysis of simple algorithms like addition and multiplication of array		
Unit 2: Sorting	Introduction to Sorting:		14
	Importance of sorting in data organization		
	Applications of sorting		
	Elementary Sorting Methods:		
	Bubble Sort: concept, process and complexity		
	Selection Sort: concept, process and complexity		
	<ul> <li>Insertion Sort: concept, process and complexity</li> </ul>		
	Merge Sort and Quick sort: concept of divide and conquer and		
	complexity by recurrence relation		
	Comparison of Sorting Methods:		
	Relative performance (best, worst, average case)		
	Situations where each method is useful		

Unit 3:	Searching Techniques: 10 14			
Searching	Linear search: concept, process, and complexity			
	Binary search: concept, process and complexity by recurrence			
	relation			
	Binary Search Trees (BST):			
	Structure and properties of BST			
	Insertion, deletion and search operations			
	Balanced Search Trees:			
	Need for balancing			
	Concept of height balancing			
	Hash Tables:			
	Definition and purpose of hashing			
	Hash functions: Concept			
	<ul> <li>collision handling techniques: concept, overview of chaining, open addressing</li> </ul>			
Unit 4: Graphs	Introduction to Graphs:	14	14	
	Directed and Undirected graphs			
	Graph representation: adjacency list and matrix			
	Paths, Cycles, Connected/Disconnected graphs			
	Spanning Trees			
	Graph Algorithms:			
	Topological Sorting: concept, example			
	Finding Minimum Spanning Trees: Prim's and Kruskal's algorithms			
	Finding Shortest Path: Dijkstra's algorithm			
Unit 5: Strings	String Sorting:	10	14	
omt 5. 5ti mgs		10	14	
	• concept, process • Applications in text processing			
	<ul><li>Applications in text processing</li><li>Substring Search:</li></ul>			
	• concept, process  Regular Expressions:			
	Meaning and importance			
	Basic operators and patterns     Applications yieldation of amail phone numbers			
	Applications: validation of email, phone numbers  Flow enters: Data Companyagion.			
	Elementary Data Compression:			
	Need for data compression			
	Huffman coding: concept and working			
	<ul> <li>Applications in file storage and transmission</li> </ul>			

**Suggested Learning Resources:** 

Juge	Suggested bearining Resources.				
S. No.	Title of Book	Author(s)	Publication		
1.	Analysis & Design of Algorithm	Horowitz & Sahani	Universities Press		
2.	Algorithms	Dasgupta	ТМН		
3.	Design and Analysis of Computer Algorithms	Alfred & Ullman	The (Addison-Wesley Series in Computer Science and Information Processing)		
4.	Algorithm Design	Michael T Goodrich, Robarto Tamassia.	Wiley India		
5.	Design and analysis of algorithm	S.Sridhar	Oxford University Press		
6.	Introduction to Algorithms	Cormen Thomas, Leiserson CE, Rivest RL	PHI		



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	SUMMER INTERNSHIP - I
PAPER CODE	:	
SUBJECT CODE	:	
THEORY CREDITS	:	00
PRACTICAL CREDITS	:	02

#### SUMMER INTERNSHIP -

3-4 weeks summer internship after II<sup>nd</sup> Semester.

It should be undertaken in an industry/Govt. or Pvt. Certified Agencies which are in social sector/Govt. Skill Centers/Schemes.

Evaluation is based on work done, quality of report, performance in viva-voce, presentation etc.



DIPLOMA IN COMPUTER SCIENCE AND ENGINEERING (C04)

#### SEMESTER III

COURSE TITLE	:	PROFESSIONAL DEVELOPMENT
PAPER CODE	:	
COURSE CODE	:	
THEORY CREDITS	:	00
PRACTICAL CREDITS	:	00

#### **Course Objectives:**

Following are the objectives of this course:-

- (1) To learn the principles of Professional and Social ethics.
- (2) To know the concept of Lifelong learning and Self-directed learning.
- (3) To present self for employment.
- (4) To introduce the need of industrial visits.
- (5) To understand CV, Resume, Bio-data and Interview and their significance.
- (6) To develop the skills of Group Discussion.

#### **Course Content:**

#### Unit - I Professional and Social Ethics

Professional ethics, its need and importance, general code of ethics for engineers, ethical issues for engineers.

Need and importance of social skills, social skills for better group performance, important social skills such as social perceptiveness, coordination, negotiation, persuasion etc.

#### Unit - II Lifelong learning and Self-directed Learning

Lifelong learning, its examples, self-directed learning, its examples, important steps in lifelong learning.

Need for planning self-directed learning, planning self-directed learning plan, examples.

#### **Unit - III Career Planning**

Importance of career planning, major career opportunities in concerned branch of engineering, study of the important career opportunities regarding qualification, knowledge, skills, experience required for them, role of personal factors like personal life style, interest areas, desires, personal preferences in career planning.

Identification and detailing of important career opportunities in relation to branch of diploma, identification and detailing of important self-personal factors and self-personal preferences, development of self-career plan.

#### **Unit - IV Industrial Visits**

Necessity of exposure to environment and practices, lectures by industry experts.

Importance of Students' industrial visits, learning through observing real life industrial systems, planning and organizing the industrial visits.

#### Unit - V CV, Resume, Bio-data and Interview

Need of presenting self for employment, salient features and formats of bio-data, CV, resume, comparison of the three for their merits, limitations and specific uses, study of cases and examples of bio-data, CV, resume and covering letter by all students for self of for the given cases.

Importance of employment related interviews, purpose of interview, dress code, body language and posture of interviewee, do's and don'ts for interviews, interview checklist, practice of facing employment related interviews for all students.

#### **Unit - VI Group Discussion**

Need and importance of group discussion in professional work, ideal group discussion and skills needed to effectively participate in group discussion, practice of group discussion skills.

#### **Course Outcomes:**

After completing this course, the student will be able to:-

- (1) Demonstrate his/her understanding of Professional and Social ethics.
- (2) Plan self-learning and self-directed learning for completing the task.
- (3) Suggest an action plan for his career planning.
- (4) Demonstrate his/her learning from visits to industry.
- (5) Prepare CV, Resume and Bio-data along with a covering letter for a job.
- (6) Effectively face an interview.
- (7) Participate in Group discussion.