

# L\_2 \_General\_Education

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## 1. COMMUNICATION SKILLS

Details	Method/ language	Thrust	Activities
<p><b>What is Communication?</b></p> <ul style="list-style-type: none"> <li>• Basics of interpersonal communication.</li> <li>• Types of Communication: Verbal, Non-Verbal.</li> <li>• Types of Non-Verbal Communication: Body Language, Facial Expression, Gestures etc.</li> <li>• Types of Verbal Communication: Oral, Written.</li> <li>• Formal communication</li> <li>• Understanding written communication</li> <li>• Types of Written Communication: Reports, Letters, Minutes, Memos, Notices, Note-Taking.</li> <li>• Types of oral communication: Presentations, Group Discussions, Conversations, Interviews etc.</li> </ul>	<p>Medium of language – combination of regional language, Hindi and English</p>	<p>Understanding the complexity and importance of dialogue</p> <p>Understanding effectiveness of nonverbal communication</p>	<ul style="list-style-type: none"> <li>✓ Audio CDs – how people talk</li> <li>✓ Showing various situations</li> <li>✓ Discussions</li> <li>✓ Brainstorming</li> <li>✓ formats of dialogue and written communication</li> <li>✓ video clippings for KINSIC – could be sourced from movies so that people can relate easily to it.</li> </ul>

## 2. BASIC SCIENCES

Units	Details
Living world:	Life and its characteristics, Diversity in living organisms and Classification.
Micro-organisms:	Viruses, Bacteria, Algae, Fungi, Protozoans and Useful and harmful micro-organisms.
Animal world:	Organs and organ systems including human beings, Sense organs: Eye, Ear, Nose, Tongue and skin - structure, functions and diseases,
Health and its failures	Disease and its causes- Infectious and non infectious diseases.