

FOURTH SEMESTER

FYUGP and FYIMP

Ability Enhancement Course (AEC)

Writing and Communication Skills

AEC0200104

Credits: 2

(30 End Semester + 20 Internal + 50 Marks)

Unit 1: Developing Writing Skills: 25 Marks (1 Credit)

- How to write book reviews
- How to file an RTI
- How to write an effective resume

Unit 2: Communication in social-media and professional networking platforms: 25 Marks (1 Credit)

- Drafting and reply email
- Drafting and reply to tweets
- Creating LinkedIn profile for professional networking
- Ethics of using AI
