

NIRMA UNIVERSITY
Institute of Technology
Teaching & Examination Scheme
Bachelor of Technology (All Programmes)
Semester – IV / V

w. e. f. :A.Y. 2026-27

Course Code	Course Name	Teaching Scheme Total Teaching Hrs.						Examination Scheme			
								Duration Hours		Component Weightage	
		L	T	P	OLA	TH	Credits	SEE	CE	LPW	SEE
	Campus to Corporate	20	--	--	10	30	--	--	1.0	-	--

Note: The Dean, FoTE will decide on offering the course to certain divisions in Sem. IV and to certain divisions in Sem. V.

Nirma University

Institute	Institute of Technology
Name of Programme	B Tech (All Programmes)
Semester	IV/V
Course Code	
Course Title	Campus to Corporate
Course Type	Vocational
Year of Introduction	2026-27

L (Hours)	T	P	OLA (Hours)	TH	C
20	-	-	10	30	-

Course Learning Outcomes (CLOs):

At the end of the course, the student will be able to-

1. **analyse** personality through SWOC and **demonstrate** professional etiquette in simulated scenarios (BL4)
2. **evaluate** digital tools for productivity & communication (BL5)
3. **apply** techniques for effective time & stress management (BL3)
4. **interpret the feedback received in mock interviews and formulate a strategy for resilience and continuous learning.** (BL5)

Syllabus:

This course is designed to bridge the gap between academic and corporate environments by equipping Engineering students with essential professional skills. Moving beyond theoretical knowledge, it focuses on the practical application of self-awareness, effective communication, professional etiquette, and core workplace competencies. Through interactive simulations, activities, and mock interviews, students will build a robust personal and professional profile, preparing them to confidently navigate campus recruitment processes and thrive in their future careers. The topics covered under this course are -

Unit	Content	Teaching Hours (20)
Unit-I	Self-Awareness & Goal Setting Ice-breaking, Understanding personality, SWOC analysis, SMART goals, Lifelong learning.	3
Unit-II	Effective Communication Verbal & non-verbal communications, Business writing (Emails, Letters, reports), Professional social media, Vocabulary & Corporate Jargons, Active listening	3
Unit-III	Professional Etiquette & Personal Branding Personal grooming & hygiene, Dress code, Dining etiquette, Digital etiquette (Netiquette), Professional courtesy.	4
Unit-IV	Core Professional Skills Public speaking & extempore, Presentation skills, Resume & cover letter writing, Leveraging AI in professional tasks.	4
Unit-V	Workplace Competencies & Ethics Time & task management, Teamwork & collaboration, adaptability, Conflict resolution, Work ethics & integrity.	2

Unit-VI **Career Readiness & Interview Preparations**

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Building a STAR (Situation, Task, Action, Result) portfolio, Group discussion techniques, Personal interview (Face to face & Virtual) tips, Mock interviews, Handling FAQ, Aptitude test overview, Current affairs and technical fundamentals.

Use AI tools (like Grammarly, ChatGPT for drafting etc.) to improve written communication and AI-powered mock interview platforms for personalized feedback on speech, body language, and content.

Self-Study: This course shall include about 10 hours equivalent work in the form of making presentations, developing strategies for various scenarios, taking aptitude mock tests, debate preparations and mock interviews etc.

Suggested Readings/ References:

1. Patricia Dorch, *What Are Soft Skills?*, New York, Execudress Publishers.
2. Maxine Kamin, *Soft Skills Revolution: A Guide for Connecting with Compassion for Trainers, Teams, and Leaders*, John Wiley & Sons.
3. Peggy Klaus, Rohman Jane & Hamaker Molly, *The Hard Truth about Soft Skills*, Harper Collins.
4. Francis Petes S. J., *Soft Skills and Professional Communication*, Tata McGraw-Hill.
5. Covey Stephen, *Seven Habits of Highly Effective People*, Rosseta Books.
6. Hurlock Elizabeth B, *Personality Development*, Tata McGraw Hill.
7. Sharma Robin, *The Leader who had No Title*, Simon & Schuster.
8. Shiv Khera, *You can Achieve More, Live by Design Not by Default*, Bloomsbury.
9. Susskind Richard and Susskind Daniel, *The Future of the Professions: How Technology Will Transform the Work of Human Experts*, Oxford Uni. Press.

L = Lecture, T = Tutorial, P = Practical, C = Credit
OLA = Other Learning Activities, TH = Total Hours

To be offered to students admitted in AY 2025 – 26 and onward

