

Language Lab Committee of SCE follows the following Standard Operating Procedure

1. The committee is initially formed by the principal and IQAC
2. The committee members are nominated by the principal initially and restructured every academic year
3. Roles and responsibilities of language lab committee are formed
4. The committee meeting is conducted before the starting of the academic year to prepare time table and also to decide about the modules to be thought in that academic year.
5. Language laboratory is introduced by the AICTE and VTU as a part of mandatory requirement of the teaching activity to enhance communication skills.
6. Language Lab conducted compulsorily for all the **first year students** by the Language lab faculty (English Teacher).
7. Students use the headset to listen the content of audio paying attention to all aspects of phonetics such as pronunciation, accents etc., could record and assess their performance
8. Students do the assignments given by the faculty members which include: answer the exercise in individual or in group, pronunciation, audio conversation discussions etc.,
9. In language lab, students will be trained to remove mother tongue influence, improve vocabulary & pronunciation.
10. Language Lab software and Systems are monitored by the Committee members for its proper functionality.



Convener



Principal

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Chikkasandra, Hesaraghatta Road,
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Purpose of the Language Lab

The goal of the Language Lab is to provide the students an effective language learning practices. Nowadays importance of the language lab has been identified by both academicians and by the industry people. It provides an opportunity to the students to talk by listening to the audio, thus helping the students to improve their Language. The main purposes of the Language Lab are:

- To play a vital role in securing a desirable employment for the students.
- To provide practice to the students in an entertaining and interactive way to acquire the four main language skills: Listening, Speaking, Reading and Writing.
- It aims at facilitating the learners to gain mastery in the use of English.
- The students are given training in communication, confidence building, career development, report writing, resume writing and self-awareness.
- To provide Accuracy and fluency in the use of language.
- To enable the learners to practice better pronunciation through stress on word accent, intonation and rhythm.
- To enrich the vocabulary of the learners.
- To train the learners to use language effectively to face interviews, group discussions and public speaking.
- To facilitate the students to shed fear and anxiety while using English and to overcome their Mother Tongue influence.
- To expose the learners to a variety of self-instructional, learner friendly modes of language learning.



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Language Lab

Strategic Perspective Plan for the Language Lab Year 2016-17

Sl. No.	Chronology	Plan	Description	Strategy	Funds/Budget	Remarks
1	18/08/2016	Event on GROUP DISCUSSION	To help students to handle interviews and group discussions by the seminar on GROUP DISCUSSION	Students must be motivated to adopt to the corporate environment	Refreshments/s tationery	


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





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Language Lab Committee

MEETING NOTICE

Date 04-08-2016

Today on 04-08-2016 ,Thursday from 3:30 pmonwards a meeting of **Shakespeare (Language Lab Committee)** held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl. No.	Name	Designation	Role	Sign
1.	ShobhaHugar	Assistant Professor	Member	
2.	Gayathri R	Assistant Professor	Member	
3.	Rukmangada	Assistant Professor	Member	
4.	Gnanendra D S	Assistant Professor	Member	
5.	Anusuya A M	Assistant Professor	Member	
6.	Bindu M G	Assistant Professor	Member	

Agenda

Agenda 1: To enable the students to learn the software conveniently

Agenda2:To conduct classes to the students in order to develop communication skills

Agenda 3: Regarding the working of Software and Headsets in Language Lab


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Language Lab Committee

MINUTES OF THE MEETING

Date 04-08-2016

Today on 04-08-2016, Thursday from 3:30 pm onwards a meeting of **Shakespeare (Language Lab Committee)** was held at the Principal's Office to discuss the following agenda in presence of the following members.

Sl. No.	Name	Designation	Role	Sign
1.	Shobha Hugar	Assistant Professor	Member	
2.	Gayathri R	Assistant Professor	Member	
3.	Rukmangada	Assistant Professor	Member	
4.	Gnanendra D S	Assistant Professor	Member	
5.	Anusuya A M	Assistant Professor	Member	
6.	Bindu M G	Assistant Professor	Member	

Principal gave opening remarks to the members. The following resolutions were made

Agenda

Agenda 1: To enable the students to learn the software conveniently

Resolution: Software is made student friendly

Agenda 2: To conduct classes to the students in order to develop communication skills

Resolution: The students are provided with a platform to conduct presentations, group discussions, interviews and debates.

Agenda 3: Regarding the working of Software and Headsets in Language Lab

Resolution: Both software and head sets are in good conditions

The meeting was concluded with the vote of thanks by the convener


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Sapthagiri College of Engineering

Department of Computer Science & Engineering

ODD semester TIME-TABLE with effect from 01/08/2016

Department/Branch		CSE			Semester : 1		Section : All		
Academic Year		2016-17			LAB No:		ALAB206(English Language Lab)		
PERIOD	1	2		3	4		5	6	7
TIME	8:30AM	9:30	10:30	10:40	11:40	12:40	01:30	02:30	03:30
DAY	9:30	10:30	10:40	11:40	12:40PM	01:30	02:30	03:30	4:30PM
MON			Short Break (10 minutes)			Lunch Break (50 minutes)			CSE(G)
TUE							ME(F)		EEE(I)
WED							ISE (C)	EC(B)	BT(K)
THU							ISE(D)	EEE(J)	CSE(H)
FRI							ME(E)	CV(L)	EC(A)
SAT									

Uma. C.P.
LAB INCHARGE

Principal
Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
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For HOD
For HOD
Professor & Head of the Department
Computer Science Engineering
Sapthagiri College of Engineering
Bangalore-57

K. K. K.
PRINCIPAL
Principal
Sapthagiri College of Engineering
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Sapthagiri College of Engineering

Department of Computer Science & Engineering

EVEN semester TIME-TABLE with effect from 02/02/2017

Department/Branch		CSE				Semester : 2			Section : All	
Academic Year		2016-17				LAB No:		ALAB206(English Language Lab)		
PERIOD	1	2		3	4		5	6	7	
TIME	8:30AM	9:30	10:30	10:40	11:40	12:40	01:30	02:30	03:30	
DAY	9:30	10:30	10:40	11:40	12:40PM	01:30	02:30	03:30	4:30PM	
MON			Short Break (10 minutes)			Lunch Break (50 minutes)		EEE(J)	ME(F)	
TUE							CV(L)		EC(B)	
WED							EEE(I)	CSE(H)	ISE(D)	
THU							ME(E)	CSE(G)	EC(A)	
FRI								ISE(C)	BT(K)	
SAT										

Uma C.P.
LAB INCHARGE

[Signature]
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Fa [Signature]
HOD
Professor & Head of the
Computer Science Engineering
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PRINCIPAL
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REPORT ON GROUP DISCUSSION

The **Shakespeare** team members of Sapthagiri College of Engineering organized the Event on **GROUP DISCUSSION**, which was conducted on 18/08/2016 at 3:30PM and the 1st year students attended the event. The program was successfully organized and carried out by committee members.

The following topics were covered during the session:

- Grooming (appearance)
- Be a good listener & support or add to the other points. (But don't interrupt in middle)
- Speak loudly and clearly.
- Try to be the first and the last speaker of the discussion.
- Be confident while speaking

SCREENSHOT OF THE PROGRAM



Event on Group Discussion



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Report of the activities of Shakespeare for 2016-17

Shakespeare committee meeting was held on 11/08/2016:

The Shakespeare committee meeting was held on 11/08/2016 at 11:30 AM. The meeting was chaired by Dr. Aswatha Kumar M Principal, SCE. The meeting began with discussions regarding the event conduction for the year 2016-17. In the meeting members decided to conduct an event on GROUP DISCUSSION held on 18th August 2016. In order to help students handle interviews by enriching the vocabulary of the students & to enable the students to have the practice of stress on word accent and rhythm. Also to help students to handle interviews and group discussions by the event on **GROUP DISCUSSION**. The following topics were covered during the session by Mrs. Nethravathi:

- Grooming (appearance)
- Be a good listener & support or add to the other points. (But don't interrupt in middle)
- Speak loudly and clearly.
- Try to be the first and the last speaker of the discussion.
- Be confident while speaking



Event on Group Discussion

Ches
Convener

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f. Kuri
Principal

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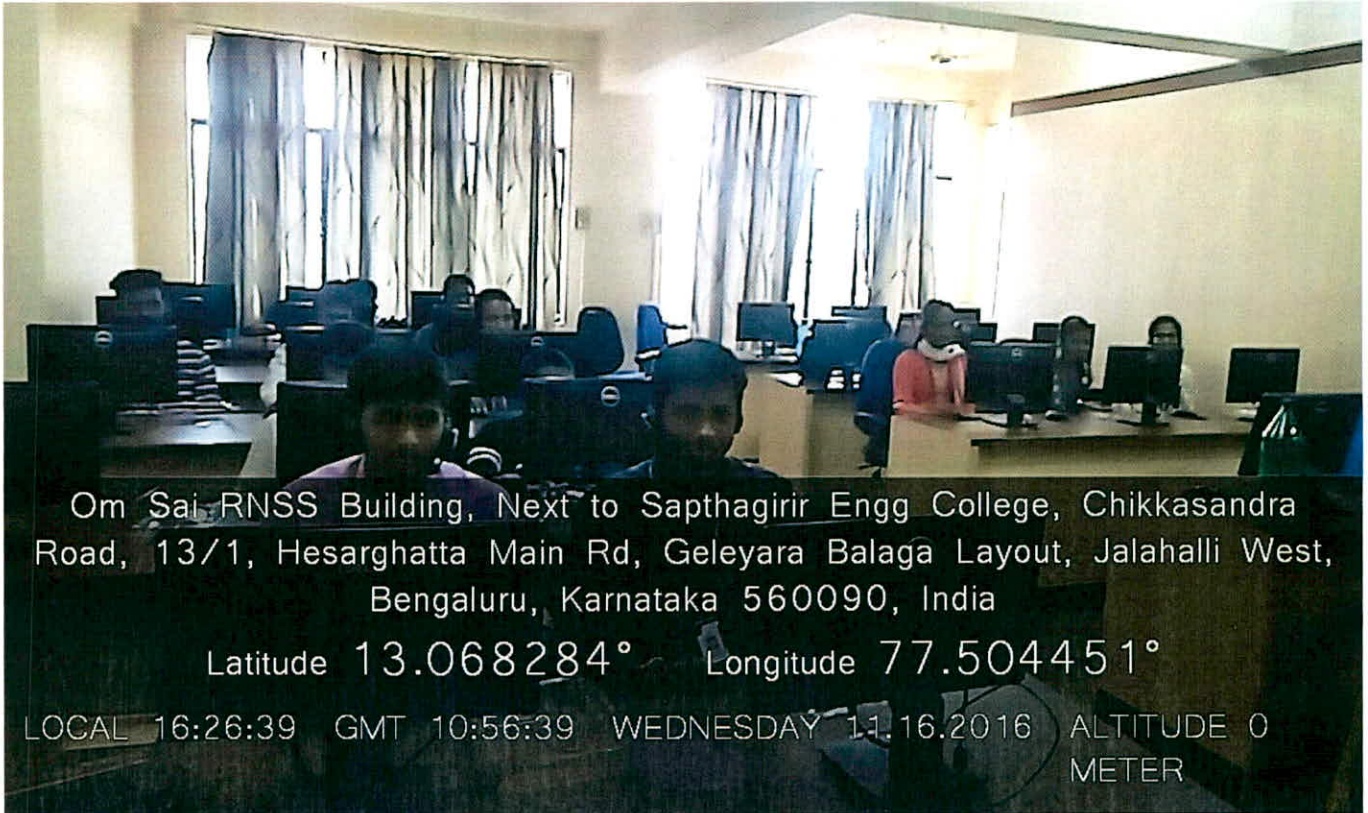
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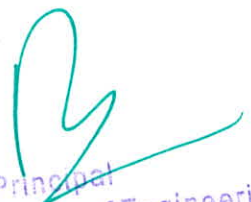
Academic Year 2016-17

Shakespeare Committee

Geotag Photos



Geotag photo of Language lab


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