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

Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

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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SAPTHAGIRI COLLEGE OF ENGINEERING

(Affiliated to Visvesvaraya Technological University, Belagavi & Approved by AICTE, New Delhi)

#14/5, Chikkasandra, Hesaraghatta Main Road, Bengaluru – 560057

Phone:080-28372800/1/2   www.sapthagiri.edu.in   Fax: 080-28372797

Language Lab
Strategic Perspective Plan for the Language Lab Year 2018-19

Sl. No.	Chronology	Plan	Description	Strategy	Funds/Budget	Remarks
1	4th Sep 2018	Event on PHONETICS	To help students handle interviews and group discussions by Phonetics	To develop confidence and a corporate Personality	Refreshments/stationery	

Convener

Principal

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SAPTHAGIRI
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Language Lab Committee

MEETING NOTICE

Date 11-02-2019

Here by inform to the following members on 11-02-2019 Monday from 11:30 onwards 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	Signature
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	
7.	Pallavi T.S	Assistant Professor	Member	

Agenda

Agenda 1:To help students to practice better pronunciation through stress on word accent.

Agenda 2: Regarding the working of Software and Headsets in Language

Miscellaneous items by the permission of the Chair

Convener

Principal
Sapthagiri College of Engineering
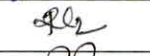Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

Principal

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
Bengaluru - 560 057

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SAPTHAGIRI
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Language Lab Committee

<u>MINUTES OF THE MEETING</u>   *Date 11-02-2019*

Today on 11-02-2019 Monday from 11:30 am 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	signature
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	
7.	Pallavi T.S	Assistant Professor	Member	

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

Agenda

Agenda 1 :To help students to practice better pronunciation through stress on word accent.

Resolution: Trained student capable to talk with better pronunciation.

Agenda 2: Regarding the working of Software and Headsets in Language Lab

Resolution: Both software and head sets are in working conditions

Miscellaneous items by the permission of the Chair

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

Convener

Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bangalore 057

Principal

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta
Bengaluru - 560

SAPTHAGIRI COLLEGE OF ENGINEERING

Odd SEMESTER TIME-TABLE

Lab	Language Lab	Semester	1
Academic Year	2018-19	Lab No.	ALAB 206
Teacher	PALLAVI		

PERIOD	1	2	BREAK	3	4	BREAK	5	6	7
TIME	8:30am – 9:30am	9:30am – 10:30am	10:30 - 10:50	10:50am - 11:50am	11:50am - 12:50pm	12:50 - 01:45 pm	01:45 pm - 02:40 pm	02:40 pm - 03:35 pm	03:35 pm - 04:30 pm
DAY									
MON								ME (J)	ECE (H)
THU								ECE (G)	CSE (B
WED	ISE (C)							BT (K)	ME (I)
THU							ISE (D)	CSE (A)	CV (L)
FRI								EEE (E)	EEE (F)
SAT									

Lab Incharge

HOD

Principal

SAPTHAGIRI COLLEGE OF ENGINEERING

EVEN SEMESTER TIME-TABLE with effect from 25/02/2019

Lab	Language Lab			Semester		II		
Academic Year	2018-19			Lab No.		ALAB206		
Class Teacher	PALLAVI							

PERIOD	1	2	BREAK	3	4	BREAK	5	6	7
TIME	8:30am – 9:30am	9:30am – 10:30am	10:30 - 10:50	10:50am - 11:50am	11:50am - 12:50pm	12:50 - 01:45 pm	01:45 pm - 02:40 pm	02:40 pm - 03:35 pm	03:35 pm - 04:30 pm
DAY									
MON									CSE (A)
THU				ECE (G)					CSE (B)
WED		ME (J)			CV (L)			ISE (C)	BT (K)
THU							ISE (D)		ME (I)
FRI							ECE (H)	EEE (E)	EEE (F)
SAT									

Lab Incharge HOD Principal

REPORT ON PHONETICS

The **Shakespeare** team members of Sapthagiri College of Engineering organized the Event on **PHONETICS** which was conducted on 04/09/2018 at 1:30PM 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:

- The study of speech sounds, their production and combination, and their representation by written symbols

- The description and analysis of the sounds of a particular language the phonetics of English

SCREENSHOT OF THE PROGRAM

Event on Phonetics

Principal
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Chikkasandra, Hesaraghatta Road,
Bangalore-560 057

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra, Hesaraghatta Main Road
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SAPTHAGIRI
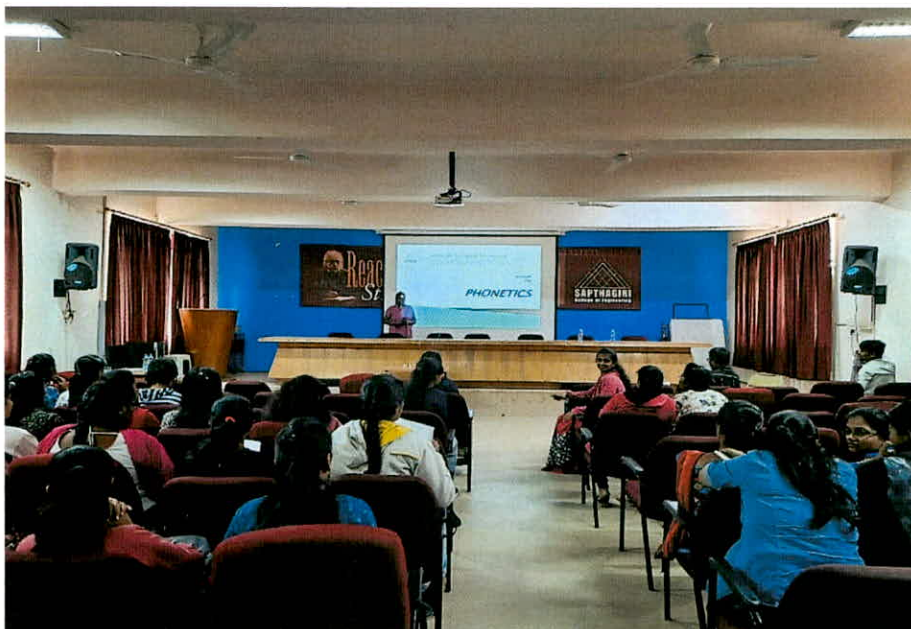**College of Engineering**
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Report of the activities of Shakespeare Committee for 2018-19

Shakespeare committee meeting was held on 31/09/2018:

The Shakespeare committee meeting was held on 31/09/2018 at 1:30 pm. The meeting was chaired by Dr.Shivabasappa K L Principal, SCE. The programme began with discussions regarding the event conduction for the year 2018-19. In the meeting members decided to conduct an event on **PHONETICS** which was planned held on *4th* Sep 2018.In order to develop confidence and a corporate Personality to the students. To help students handle interviews and group discussions by Phonetics.

The following topics were covered during the session by Mrs. Pallavi T S

- The study of speech sounds, their production and combination, and their representation by written symbols
- The description and analysis of the sounds of a particular language the phonetics of English

Event on Phonetics

Convener

Principal
Sapthagiri College of Engineering
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Bangalore-560 057

Principal

Principal
Sapthagiri College of Engineering
14/5, Chikkasandra

Academic Year 2018-19

Shakespeare Committee

<u>Geotag Photos</u>

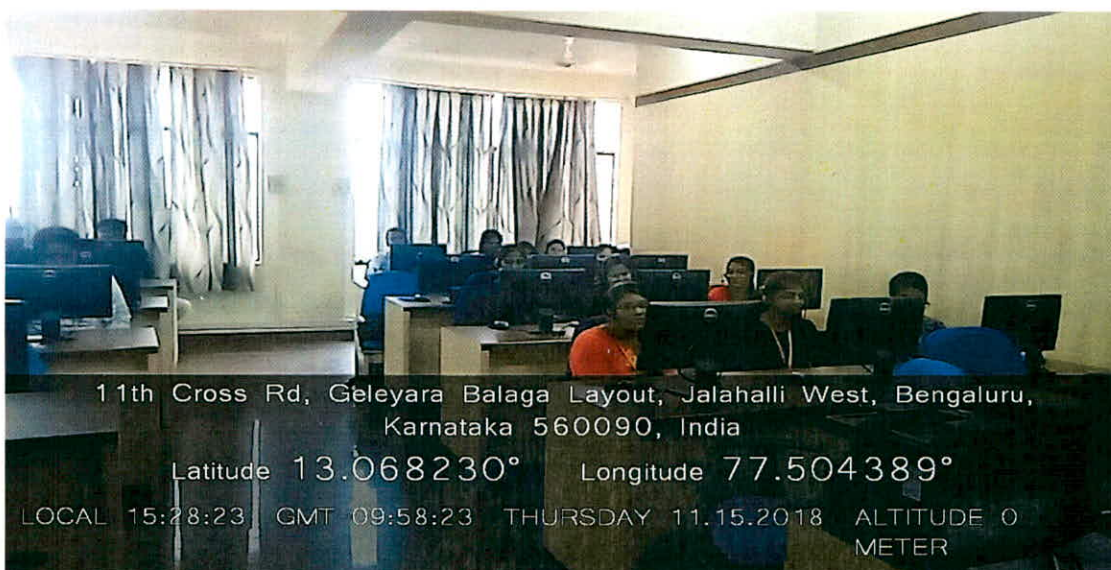Figure 1: Geotag photo of Language lab

Figure 2: Geotag photo of Language lab

Principal
Sapthagiri College of Engineering
Chikkasandra, Hesaraghatta Road,
Bang..... 560 057