

HS101:

ENGLISH LANGUAGE SKILLS (2-0-0: 2)

Introduction: A Discussion on Course Content & Evaluation:

Language; Communication; Vocabulary; Grammar; The four Skills of language; Composition; Comprehension; Literature; Evaluation Scheme.

Vocabulary & Grammar:

Antonym; Synonym; Homonym; Word substitution; Foreign Words & Phrases; Idioms & Proverbs; Fundamentals of Grammar; Common sentence structures; Common errors in English.

Oral Communication:

Speaking & Listening Skills – some basic tips; Greetings; Introductions; Requests, Suggestions; Giving a description; Invitations; Telephonic Conversation; Extempore Speech; Declamation/Elocution; Group Discussion; Seminar; Pronunciation.

Reading:

Unseen Comprehension; Précis; Writing Summary, Paraphrase, Central Idea etc.; Reading materials from internet and talking and writing about them.

Writing:

Process of writing; Paragraph Writing; Writing an article/speech/essay; Letter Writing – Personal, Official, Business, Job Application; Notice Writing; Report Writing; e-correspondence.

Literature:

Any Three Units from '*Complete Course in English*' to be chosen by the Course Instructor.

Text Books:

1. C. Muralikrishna and Sunita Mishra. "Communication Skills for Engineers", Pearson, Second Edition, 2011.
2. Robert J. Dixon. "Complete Course in English: A New Revised Edition", PHI, 2011.

References:

1. Nitin Bhatnagar and Mamta Bhatnagar. "Communicative English for Engineers and Professionals", Pearson, First Edition, 2010.
2. J. K. Gangal. "A Practical Course for Developing Writing Skills in English", PHI, First Edition, 2011.