

VALUE ADDED COURSE- COMMUNICATIVE ENGLISH

2nd Semester FYUGP

Course Objective:

The course will enable the learners to (i) improve their knowledge of grammar (ii) enrich their vocabulary (iii) speak English fluently (iv) understand the texts better and (v) write and present the project reports better.

Course Outcome: The course will develop learners' proficiency in English and equip them with skills of listening, speaking, reading and writing.

Unit I: Introduction to language skills: listening, speaking, reading and writing (LSRW)

Nature and significance of English language, Introduction to skills of language, introduction to English sounds, word accent, stress shift, accent and rhythm in connected speech, intonation. Listening to radio and TV programmes and recorded conversations, and different accents. Reading skills' skimming and scanning. Reading for comprehension, reading for pleasure

Unit-II: Basic Grammar, Grammar in context and vocabulary

The sentence: Clause, phrase, kinds of sentence, parts of speech, Verb, Tenses: form and use

Use of auxiliaries and modals, concord: subject-verb, articles.

Prepositions, conjunctions, interjections, transformations of sentences. Common errors

Methods of enriching vocabulary, word-formation, word substitution, collocation of words, synonyms, antonyms, words often confused, idioms and phrases, appropriate vocabulary in different contexts, languages games

Unit-III: Language in context and presentation skills

Greetings, starting conversation, introducing oneself, thanking, wishing well, apologizing and excusing, offers, requests and orders, likes and dislikes, completing a dialogue, seeking permission, inviting, suggesting, etc.

Public speaking, presentation techniques, organizing seminar/ symposium/workshop/ conference.

Welcome address and vote of thanks, body language, interview

Writing: Linking devices, use of connectors, sentence and paragraphs, essay writing, letter writing, preparation of resume, report writing, writing newspaper reports, meeting minutes, script writing, note making, note taking, email English, information transfer.

Suggested Reading;

Adler, Mortimer J. *How to speak, How to listen*.

Chandler, Daniel. *A Dictionary of Media and Communication*.

Folse Keith S. *Keys to Teaching Grammar to English Language Learners*

Krishnaswamy, K.V. *Writing and editing news*

Solomon, PS. *Word Power: Vocabulary Builder*

Yates, Jean. *Practice makes perfect: English Conversation*