

ENGLISH	
Subject Title	: ENGLISH
Duration	: 0 – 12 Months
Total Hours	: 60
Theory	: 60 Hrs
Lecture	: 2 Hours / Week
Method of Assessment	: Written, Oral

Course description:

This course is designed to help the student acquire a good command and comprehension of the English language through individual, papers and conferences.

THEORY

Behavioural Objectives:

The student at the end of training is able to

1. Read and comprehend English language
2. Speak and write grammatically correct English
3. Appreciates the value of English literature in personal and professional life,

Unit –I :

Introduction:

Study Techniques

Organisation of effective note taking and logical processes of analysis and synthesis

The use of the dictionary

Enlargement of vocabulary

Effective diction

Unit - II:

Applied Grammar:

Correct usage

The structure of sentences

The structure of paragraphs

Enlargements of Vocabulary

Unit - III:

Written Composition:

Precise writing and summarising

Writing of bibliography

Enlargement of Vocabulary

Unit - IV

Reading and comprehension

Review of selected materials and express oneself in one's words.
Enlargement of Vocabulary. .

Unit - V

The Study of Various Forms of Composition Paragraph, Essay, Letter, Summary, Practice in writing

Unit - VI

Verbal Communication:

Discussions and Summarization, Debates, Oral reports, use in teaching

Reference

1. *English Grammar Collins, Birmingham University, International Language Data Base, Rupa & Co. 1993*
2. *Wren and Martin - Grammar and Composition, 1989, Chanda. & Co, Delhi*
3. *Letters for all Occassions A S Myers. Pub - Harper Perennial*
4. *Spoken English V Shasikumar and P V Dhanija_ Pub. By: Tata Mcgraw Hill, New Delhi*
5. *Journalism Made Simple , D Wainwright*
6. *Writers Basic Bookshelf Series, Writers Digest series* 7. *Interviewing by Joan Clayton Platkon* 8. *Penguin Book of Interviews.*