

**VAAGDEVI COLLEGE OF ENGINEERING  
(AUTONOMOUS)  
ENGLISH FOR SKILL ENHANCEMENT**

**B.Tech. I Year II Sem.**

<b>L</b>	<b>T</b>	<b>P</b>	<b>C</b>
<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>

**Course Objectives:** This course will enable the students to:

- Improve the language proficiency of students in English with an emphasis on Vocabulary, Grammar, Reading and Writing skills.
- Develop study skills and communication skills in various professional situations.
- To study engineering subjects more effectively and critically using the theoretical and practical components of the syllabus.

**UNIT - I**

Chapter entitled ‘**Toasted English**’ by **R. K. Narayan** from “**English: Language, Context and Culture**” published by Orient Black Swan, Hyderabad. 2022

**Vocabulary:** The Concept of Word Formation -The Use of Prefixes and Suffixes - Acquaintance with Prefixes and Suffixes from Foreign Languages to form Derivatives - Synonyms and Antonyms

**Grammar:** Identifying Common Errors in Writing with Reference to Articles and Prepositions.

**Reading:** Reading and Its Importance- Techniques for Effective Reading.

**Writing:** Sentence Structures -Use of Phrases and Clauses in Sentences- Simple, Compound & Complex Sentences - Importance of Proper Punctuation- Techniques for Writing precisely – Paragraph Writing – Types, Structures and Features of a Paragraph - Creating Coherence- Organizing Principles of Paragraphs in Documents.

**UNIT - II**

Chapter entitled ‘**Appro JRD**’ by **Sudha Murthy** from “**English: Language, Context and Culture**” published by Orient Black Swan, Hyderabad. 2022. Print.

**Vocabulary:** Words Often Misspelt - Homophones, Homonyms and Homographs

**Grammar:** Identifying Common Errors in Writing with Reference to Noun-pronoun Agreement and Subject-verb Agreement, Collocations.

**Reading:** Sub-Skills of Reading – Skimming and Scanning – Exercises for Practice

**Writing:** Nature and Style of Writing- Defining /Describing People, Objects, Places and Events – Classifying- Providing Examples or Evidence.

**UNIT - III**

Chapter entitled ‘**Lessons from Online Learning**’ by **F. Haider Alvi, Deborah Hurst et al** from “**English: Language, Context and Culture**” published by Orient Black Swan, Hyderabad. 2022. Print.

**Vocabulary:** Words Often Confused - Words from Foreign Languages and their Use in English.

**Grammar:** Identifying Common Errors in Writing with Reference to Misplaced Modifiers and tenses

**Reading:** Sub-Skills of Reading – Intensive Reading and Extensive Reading – Exercises for Practice.

**Writing:** Format of a Formal Letter-Writing Formal Letters E.g., Letter of Complaint, Letter of Requisition, Email Etiquette, Job Application with CV/Resume.

**UNIT - IV**

Chapter entitled ‘**Art and Literature**’ by **Abdul Kalam** from “**English: Language, Context and Culture**” published by Orient Black Swan, Hyderabad. 2022. Print.

**Vocabulary:** Standard Abbreviations in English, Idioms & Phrasal Verbs.

**Grammar:** Redundancies and Clichés in Oral and Written Communication. **Reading:**

Survey, Question, Read, Recite and Review (SQ3R Method) - Exercises for Practice

**Writing:** Writing Practices- Essay Writing-Writing Introduction and Conclusion -Précis Writing.

**UNIT - V**

Chapter entitled ‘**Go, Kiss the World**’ by **Subroto Bagchi** from “**English: Language, Context and Culture**” published by Orient Black Swan, Hyderabad. 2022. Print.

**Vocabulary:** Technical Vocabulary and their Usage

**Grammar:** Common Errors in English (Covering all the other aspects of grammar which were not covered in the previous units)

**Reading:** Reading Comprehension-Exercises for Practice

**Writing:** Technical Reports- Introduction – Characteristics of a Report – Categories of Reports Formats- Structure of Reports (Manuscript Format) -Types of Reports - Writing a Report.

**Note: Listening and Speaking Skills which are given under Unit-6 in AICTE Model Curriculum are covered in the syllabus of ELCS Lab Course.**

**Note: 1.** As the syllabus of English given in AICTE Model Curriculum-2018 for B. Tech First Year is **Open-ended**, besides following the prescribed textbook, it is required to prepare teaching/learning materials **by the teachers collectively** in the form of handouts based on the needs of the students in their respective colleges for effective teaching/learning in the class.

**Note: 2.** Based on the recommendations of NEP2020, teachers are requested to be flexible to adopt Blended Learning in dealing with the course contents .They are advised to teach 40 percent of each topic from the syllabus in blended mode.

**Course Outcomes:** Students will be able to:

- CO-1: Understand the importance of vocabulary and sentence structures.
- CO-2: Choose appropriate vocabulary and sentence structures for their oral and written communication.
- CO-3: Demonstrate their understanding of the rules of functional grammar.
- CO-4: Develop comprehension skills using known and unknown passages.
- CO-5: Take an active part in drafting paragraphs, letters, essays, abstracts, précis and reports in various contexts.

**TEXT BOOK:**

1. *English: Language, Context and Culture* by Orient Black Swan Pvt. Ltd, Hyderabad. 2022. Print.

**REFERENCE BOOKS:**

1. Effective Academic Writing (Second Edition) by Rhonda Liss and Jason Davis Oxford University Press
2. Richards, Jack C. (2022) Interchange Series. Introduction, 1, 2, 3. Cambridge University Press

3. Wood, F.T. (2007). Remedial English Grammar. Macmillan.
4. Chaudhuri, Santanu Sinha. (2018). Learn English: A Fun Book of Functional Language, Grammar and Vocabulary. (2<sup>nd</sup> ed.,). Sage Publications India Pvt. Ltd.
5. Technical Communication. Wiley India Pvt. Ltd, (2019).
6. Vishwamohan, Aysha. (2013). English for Technical Communication for Engineering Students. Mc Graw-Hill Education India Pvt. Ltd.
7. Swan, Michael.(2016).Practical English Usage. Oxford University Press.4<sup>th</sup> Edition.

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(AUTONOMOUS)  
ENGLISH LANGUAGE AND COMMUNICATION SKILLS  
LABORATORY**

**B.Tech. I Year II Sem.**

<b>L</b>	<b>T</b>	<b>P</b>	<b>C</b>
<b>0</b>	<b>0</b>	<b>2</b>	<b>1</b>

The **English Language and Communication Skills (ELCS) Lab** focuses on the production and practice of sounds of language and familiarizes the students with the use of English in everyday situations both in formal and informal contexts.

**Course Objectives:**

- To facilitate computer-assisted multi-media instruction enabling individualized and independent language learning
- To sensitize the students to the nuances of English speech sounds, word accent, into nation and rhythm
- To bring about a consistent accent and intelligibility in students' pronunciation of English by providing an opportunity for practice in speaking
- To improve the fluency of students in spoken English and neutralize the impact of dialects.
- To train students to use language appropriately for public speaking, group discussions and interviews

**Syllabus: English Language and Communication Skills Lab (ELCS) shall have two parts:**

- a. Computer Assisted Language Learning (CALL) Lab**
- b. Interactive Communication Skills (ICS) Lab**

**Listening Skills:****Objectives**

- 1 To enable students develop their listening skills so that they may appreciate the role in the LSRW skills approach to language and improve their pronunciation
- 2 To equip students with necessary training in listening, so that they can comprehend the speech of people of different backgrounds and regions

*Students should be given practice in listening to the sounds of the language, to be able to recognize them and find the distinction between different sounds, to be able to mark stress and recognize and use the right intonation in sentences.*

- Listening for general content
- Listening to fill up information
- Intensive listening
- Listening for specific information

**Speaking Skills:****Objectives**

1. To involve students in speaking activities in various contexts
  2. To enable students express themselves fluently and appropriately in social and professional contexts.
- Oral practice
  - Describing objects/situations/people
  - Role play – Individual/Group activities
  - Just A Minute (JAM) Session

The following course content is prescribed for the **English Language and Communication Skills Lab**.

**Exercise –I****CALL Lab:**

*Understand:* Listening Skill- Its importance – Purpose- Process- Types- Barriers- Effective Listening. *Practice:* Introduction to Phonetics – Speech Sounds – Vowels and Consonants – Minimal Pairs-Consonant Clusters- Past Tense Marker and Plural Marker- *Testing Exercises*

**ICS Lab:**

*Understand:* Spoken vs. Written language- Formal and Informal English.

*Practice:* Ice-Breaking Activity and JAM Session- Situational Dialogues – Greetings – Taking Leave –Introducing Oneself and Others.

**Exercise – II****CALL Lab:**

*Understand:* Structure of Syllables – Word Stress– Weak Forms and Strong Forms – Stress pattern in sentences – Intonation.

*Practice:* Basic Rules of Word Accent - Stress Shift - Weak Forms and Strong Forms- Stress pattern in sentences – Intonation - *Testing Exercises*

**ICS Lab:**

*Understand:* Features of Good Conversation – Strategies for Effective Communication.

*Practice:* Situational Dialogues – Role Play- Expressions in Various Situations –Making Requests and Seeking Permissions - Telephone Etiquette.

**Exercise - III****CALL Lab:**

*Understand:* Errors in Pronunciation-Neutralising Mother Tongue Interference (MTI). *Practice:* Common Indian Variants in Pronunciation – Differences between British and American Pronunciation -*Testing Exercises*

**ICS Lab:**

*Understand:* Descriptions- Narrations- Giving Directions and Guidelines – Blog Writing *Practice:* Giving Instructions – Seeking Clarifications – Asking for and Giving Directions – Thanking and Responding – Agreeing and Disagreeing – Seeking and Giving Advice – Making Suggestions.

**Exercise – IV****CALL Lab:**

*Understand:* Listening for General Details.

*Practice:* Listening Comprehension Tests - *Testing Exercises*

**ICS Lab:**

*Understand:* Public Speaking – Exposure to Structured Talks - Non-verbal Communication- Presentation Skills.

*Practice:* Making a Short Speech – Extempore- Making a Presentation.

**Exercise – V****CALL Lab:**

*Understand:* Listening for Specific Details.

*Practice:* Listening Comprehension Tests -*Testing Exercises*

**ICS Lab:**

*Understand:* Introduction to Group Discussion, Interview Skills.

*Practice:* Group Discussion/Mock Interview.

**Minimum Requirement of infrastructural facilities for ELCS Lab:****1. Computer Assisted Language Learning (CALL) Lab:**

**The Computer Assisted Language Learning Lab** has to accommodate 30 students with 30 systems, with one Master Console, LAN facility and English language learning software for self-study by students.

**System Requirement (Hardware component):**

*Computer network with LAN facility (minimum 30 systems with multimedia) with the following specifications:*

- i) Computers with Suitable Configuration
- ii) High Fidelity Headphones

**2. Interactive Communication Skills (ICS) Lab:**

**The Interactive Communication Skills Lab:** A Spacious room with movable chairs and audio-visual aids with a Public Address System, LCD and camcorder.

**Source of Material (Master Copy):**

- *Exercises in Spoken English. Part 1, 2, 3.* CIEFL and Oxford University Press

**Note:** Teachers are requested to make use of the master copy and get it tailor-made to suit the contents of the syllabus.

**Suggested Software:**

- Cambridge Advanced Learners' English Dictionary with CD.
- Grammar Made Easy by Darling Kindersley.
- Punctuation Made Easy by Darling Kindersley.
- Oxford Advanced Learner's Compass, 10<sup>th</sup> Edition.
- English in Mind (Series 1-4), Herbert Puchta and Jeff Stranks with Meredith Levy, Cambridge.
- English Pronunciation in Use (Elementary, Intermediate, Advanced) Cambridge University Press.
- English Vocabulary in Use (Elementary, Intermediate, Advanced) Cambridge University Press.
- TOEFL & GRE (KAPLAN, AARCO & BARRONS, USA, Cracking GRE by CLIFFS).
- Digital All
- Orell Digital Language Lab (Licensed Version)

**Course Outcomes:** Students will be able to:

- CO-1: Understand the nuances of English language through audio-visual experience and group activities
- CO-2: Neutralize their accent for intelligibility
- CO-3: Develop their listening skills so that they may appreciate its role in developing LSRW skills of language and improve their pronunciation.
- CO-4: Involve in speaking activities in various contexts.
- CO-5: Speak with clarity and confidence which in turn enhance their employability skills

**REFERENCE BOOKS:**

1. *English Language Communication Skills – Lab Manual cum Workbook*. Cengage Learning India Pvt. Ltd, (2022).
2. Shobha, KN & Rayen, J. Lourdes. (2019). *Communicative English – A workbook*. CambridgeUniversity Press
3. Kumar, Sanjay & Lata, Pushp. (2019). *Communication Skills: A Workbook*. Oxford UniversityPress
4. *ELCS Lab Manual: A Workbook for CALL and ICS Lab Activities*. Orient Black Swan Pvt. Ltd, (2016).
5. Mishra, Veerendra et al. (2020). *English Language Skills: A Practical Approach*. CambridgeUniversity Press.
6. <https://www.wix.com//>