

VOCABULARY BUILDING

Semester 3 - Professional Communication Skills

(303193203)

Topics to be Covered

1. Learning Objectives
2. Importance of Vocabulary for Engineers
3. Types of Vocabulary
4. Common Sources of New Words
5. Techniques to Build Vocabulary
6. Understanding Context Clues
7. Fun Ways to Learn Vocabulary
8. Using Vocabulary in Daily Life
9. Do's and Don'ts of Vocabulary
10. Sample Vocabulary Exercise
11. Activity
12. Summary
13. Learning Outcomes

Learning Objectives

- **Understand** the importance of vocabulary building in academic, technical, and professional communication.
- **Distinguish** between different types of vocabulary (active, passive, general, technical).
- **Apply** effective strategies to learn, retain, and use new words in context.
- **Use** context clues, root words, prefixes, and suffixes to decode unfamiliar words.
- **Identify** reliable resources and tools to build vocabulary systematically.
- **Incorporate** new vocabulary into writing, speaking, and technical documentation

Importance of Vocabulary for Engineers

- Enhances **technical communication** (reports, documentation).
- Helps in **presentations, interviews, and group discussions.**
- Boosts **reading comprehension** for academic texts.
- Improves **writing quality** for research papers and resumes.
- Essential for **competitive exams** (GRE, CAT, GATE, etc.).

Types of Vocabulary

- **Active Vocabulary**
 - Words you use confidently in speaking or writing.
- **Passive Vocabulary**
 - Words you understand but rarely use.
- **General Vocabulary**
 - Common words used in everyday contexts.
- **Technical Vocabulary**
 - Discipline-specific terms (e.g., algorithm, torque, circuit).

Common Sources of New Words

- **Academic reading** (textbooks, journals)
- **Magazines/newspapers** (The Hindu, IEEE Spectrum)
- **Conversations and lectures**
- **Online resources** (blogs, forums, e-learning platforms)
- **Vocabulary apps** (Magoosh, Vocabulary.com)
- **Word-a-Day tools** (Merriam-Webster, Oxford)

Techniques to Build Vocabulary

Reading Regularly

- Engage with varied texts: fiction, non-fiction, articles

Context Clues

- Understand word meaning through surrounding text

Use a Vocabulary Journal

- Note: Word – Meaning – Sentence – Synonyms/Antonyms

Root Words, Prefixes, Suffixes

- E.g., *bio* = life, *-logy* = study

Techniques to Build

Vocabulary

- **Flashcards** (physical or digital)
- **Thematic Learning**
- Group words by topics: Engineering, Emotions, Business
- **Active Use**
- Speak or write with new words to retain them

Understanding Context Clues

Learn to **guess word meaning** by its context:

- **Definition:** “Photosynthesis, the process by which plants make food...”
- **Synonym:** “The circuit was erratic, or unpredictable.”
- **Antonym:** “Unlike the flexible material, the structure was rigid.”
- **Example:** “Smartphones like iPhones and Samsungs are ubiquitous today.”

Fun Ways to Learn

Vocabulary puzzles and word games (Wordle,

Scrabble)

- **Vocabulary quizzes & apps**
- **Watching TED Talks or documentaries (pause and note new words)**
- **Join reading/writing clubs**
- **Social media & YouTube vocabulary channels**
- **Gamified learning tools like Kahoot or Quizlet**

Using Vocabulary in Daily Life

- Replace simple words with better alternatives
 - *Good* → *Exceptional*
 - *Fast* → *Rapid*
 - *Important* → *Crucial*

- Use in:
 - Emails and Reports
 - Group Discussions (GD)
 - Project Presentations
 - LinkedIn/Resume writing

Do's and Don'ts of Vocabulary Building

DOs:

- Be consistent (5 new words/day)
- Practice writing with new words
- Use words in speech and writing
- Review regularly

Do's and Don'ts of Vocabulary Building

DON'Ts:

- Memorize without context
- Use big words unnecessarily
- Learn too many words at once
- Ignore spelling or pronunciation

Sample Vocabulary Exercise

Word: “Feasible”

- Meaning: Possible, doable
- Synonyms: Practical, viable
- Sentence: “The team proposed a feasible solution for the energy crisis.”

Task: Students write similar entries for:

- Resilient
- Optimize
- Redundant
- Constraint
- Innovate

Activity Time!

- **Activity:** Vocabulary Bingo or Word Relay
- **Objective:** Reinforce word recognition, synonyms, usage
- **Materials:** Flashcards, whiteboard, or quiz platform

Summary

- Vocabulary is vital for effective communication in engineering.
- Learn through reading, context, usage, and revision.
- Use digital tools, apps, and games to make learning fun.
- Apply new words actively to retain them longer.
- A rich vocabulary improves confidence and clarity.

Learning

Outcomes

- Understand the importance of vocabulary building in academic and professional settings.
- Identify effective strategies to expand and retain vocabulary.
- Use context clues to understand unfamiliar words.
- Apply learned vocabulary in writing, presentations, and interviews.
- Utilize resources and tools to systematically build vocabulary.

Thank You