

# Lovely Professional University, Punjab

Course Code	Course Title	Course Planner
PEV106	VERBAL ABILITY-I	23536::Poonam Bala

**Course Outcomes** :Through this course students should be able to

CO1 :: analyze their grammatical and communicative competence

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CO2 :: apply and use English grammar components appropriately in written communication

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CO3 :: Understand and develop the ability to use the grammatical components in verbal communication

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CO4 :: develop and manage the varied language skills' requirements of employers

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	Reference Books ( R )		
Sr No	Title	Author	Publisher Name
R-1	EFFECTIVE TECHENICAL COMMUNICATION	M. ASHRAF RIZIVI	MC GRAW HILL

Relevant Websites ( RW )		
Sr No	(Web address) (only if relevant to the course)	Salient Features
RW-1	<a href="https://www.espressoenglish.net/advanced-subject-verb-agreement-exercises/">https://www.espressoenglish.net/advanced-subject-verb-agreement-exercises/</a>	understanding of subject verb agreement rules, and enabling the students to spot the errors in the sentences, along with their rectification
RW-2	<a href="https://www.vocabulary.cl/Lists.htm">https://www.vocabulary.cl/Lists.htm</a>	Developing explicit lexical knowledge, learning new vocabulary words, use them correctly in a sentence, and understand their meaning in the text.
RW-3	<a href="http://englishwithiftikhar.blogspot.com/p/blog-page_26.html">http://englishwithiftikhar.blogspot.com/p/blog-page_26.html</a>	students will be able to write their views and opinions in a few words possible
RW-4	<a href="http://www.misd.net/languageart/grammarinAction/501SentenceCompQuestions.pdf">http://www.misd.net/languageart/grammarinAction/501SentenceCompQuestions.pdf</a>	Students will read with purpose, completing sentences by dragging and dropping correct phrases or vocabulary to blank spots
RW-5	<a href="https://www.ssbreak.com/2013/02/picture-perception-discussion-test-ppdt.html">https://www.ssbreak.com/2013/02/picture-perception-discussion-test-ppdt.html</a>	tips and techniques for writing stories while perceiving pictures.
RW-6	<a href="https://testbook.com/blog/7-handly-tips-for-solving-parajumbles-for-sbi-po/">https://testbook.com/blog/7-handly-tips-for-solving-parajumbles-for-sbi-po/</a> <a href="https://bodheeprep.com/cat-parajumbles-questions-solutions-practice">https://bodheeprep.com/cat-parajumbles-questions-solutions-practice</a>	Enabling the students to solve advance level para jumbles
RW-7	<a href="http://www.englishforeveryone.org/Topics/Analogies.htm">http://www.englishforeveryone.org/Topics/Analogies.htm</a>	Comprehending the concept of analogies, figuring out the relationship between the pairs of words
RW-8	<a href="https://www.mbarendezvous.com/reading-comprehension-passages/">https://www.mbarendezvous.com/reading-comprehension-passages/</a>	Acquainting the students with reading comprehension strategies and skills that facilitate their understanding and analyzing of written texts effectively and easily.

LTP week distribution: (LTP Weeks)	
Weeks before MTE	7
Weeks After MTE	7
Spill Over (Lecture)	3

## Detailed Plan For Lectures

An instruction plan is only a tentative plan. The teacher may make some changes in his/her teaching plan. The students are advised to use syllabus for preparation of all examinations. The students are expected to keep themselves updated on the contemporary issues related to the course. Upto 20% of the questions in any examination/Academic tasks can be asked from such issues even if not explicitly mentioned in the instruction plan.

Week Number	Lecture Number	Broad Topic(Sub Topic)	Chapters/Sections of Text/reference books	Other Readings, Relevant Websites, Audio Visual Aids, software and Virtual Labs	Lecture Description	Learning Outcomes	Pedagogical Tool Demonstration/ Case Study / Images / animation / ppt etc. Planned	Live Examples
Week 1	Lecture 1	Subject verb agreement (subject, verb (a brief introduction))	R-1	RW-1	Introduction to Subject Verb Agreement	Comprehending subject-verb agreement and constructing sentences using right forms.	PPT and worksheet	
Week 2	Lecture 2	Subject verb agreement (subject, verb (a brief introduction), singular and plural nouns and verbs, rules of subject -verb agreement)	R-1	RW-1	Introduction to concept of Singular Plural Nouns and rules of Subject verb agreement.	Learning subject-verb agreement and constructing flawless sentences using right forms.	PPT and worksheet	
Week 3	Lecture 3	Vocabulary(introduction to root words, prefixes and suffixes to understand words)	R-1	RW-2	Root words, commonly used vocabulary words in news paper and magazines, antonyms and synonyms	Building academic vocabulary and producing academic vocabulary appropriately orally and in writing	PPT and worksheet	
Week 4	Lecture 4	Vocabulary(commonly used words: used in newspapers, magazines, etc, common phrases used in corporate, antonyms/ synonyms)	R-1	RW-2	Root words, commonly used vocabulary words in news paper and magazines, antonyms and synonyms	Building academic vocabulary and producing academic vocabulary appropriately orally and in writing	PPT and worksheet	
Week 5	Lecture 5	Precise writing(Format & techniques to write a precis, do's and don't s of precis writing)	R-1	RW-3	Introduction, qualities of a good precis, rules of precis writing	Understanding the essential and important ideas of the original	PPT and worksheet	
Week 6	Lecture 6	Sentence completion(type of questions- single and double blanks, eliminating options using verbal clues)	R-1	RW-4	Sentence completion (type of questions-single and double blanks, eliminating options using verbal clues), illustrating the verbal and logical cues to solve sentence completion questions	Learning concepts on sentence completion	PPT and worksheet	
<b>SPILL OVER</b>								
Week 7	Lecture 7				Spill Over			
<b>MID-TERM</b>								

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Week 8	Lecture 8	Picture perception(Picture perception & description, idea elaboration)	R-1	RW-5	Concept of idea elaboration ,introduction to picture perception, definition and importance	Writing and narrating a story base	PPT	
Week 9	Lecture 9	Para jumbles(types of para jumbles, fixed and moving para jumbles, verbal and logical clues to solve para jumbles)	R-1	RW-6	Explaining verbal and logical cues to solve para jumbles	Analyzing para jumbles and learning coherence	PPT and worksheet	
Week 10	Lecture 10	Analogy(analogy questions, patterns of questions)	R-1	RW-7	Introducing the concept, types of analogy	Comprehending the concept, types of analogy	PPT and worksheet	
Week 11	Lecture 11	Analogy(common trick questions, eliminating options in analogy)	R-1	RW-7	Introducing the techniques to solve analogy questions including eliminating options strategy	Comprehending the concept, enabling students to solve tricky questions of analogy	PPT and worksheet	
Week 12	Lecture 12	Comprehension passages (types of questions, deducing author's tone and perspective)	R-1	RW-8	Introduction, strategies, types of RC's, types of questions	Making inferences and predictions based on comprehension of a text	PPT and worksheet	
Week 13	Lecture 13	Comprehension passages (techniques for smart reading - skimming, scanning and summarizing, types of questions)	R-1	RW-8	tips to improve general reading and tricks to solve reading comprehension passages quickly & accurately, solution to time management	enabling students to apply comprehension strategies to text.	PPT and worksheet	
		<b>SPILL OVER</b>						
Week 14	Lecture 14				Spill Over			
Week 15	Lecture 15				Spill Over			

**Plan for Tutorial: (Please do not use these time slots for syllabus coverage)**

<b>Tutorial No.</b>	<b>Lecture Topic</b>	<b>Type of pedagogical tool(s) planned (case analysis,problem solving test,role play,business game etc)</b>
Tutorial1	Subject verb agreement	Problem Solving,Worksheets
Tutorial2	Subject verb agreement	Problem Solving,Worksheets
Tutorial3	Subject verb agreement	Problem Solving,Worksheets

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Tutorial4	Subject verb agreement	Problem Solving,Worksheets
Tutorial5	Vocabulary	Problem Solving,Worksheets
Tutorial6	Vocabulary	Problem Solving,Worksheets
Tutorial7	Vocabulary	Problem Solving,Worksheets
Tutorial8	Vocabulary	Test
Tutorial9	Precis Writing	Problem Solving,Worksheets
Tutorial10	Precis Writing	Problem Solving,Worksheets
Tutorial11	Sentence Completion	Problem Solving,Worksheets
Tutorial12	Sentence Completion	Test
Tutorial13	Revision of all topics	Problem Solving,Worksheets
Tutorial14	Revision of all topics	Problem Solving,Worksheets
<b>After Mid-Term</b>		
Tutorial15	Picture Perception and idea elaboration	Problem Solving,Worksheets
Tutorial16	Picture Perception and idea elaboration	Problem Solving,Worksheets
Tutorial17	Para Jumbles	Problem Solving,Worksheets
Tutorial18	Para Jumbles	Problem Solving,Worksheets
Tutorial19	Analogy	Problem Solving,Worksheets
Tutorial20	Analogy	Problem Solving,Worksheets
Tutorial21	Analogy	Problem Solving
Tutorial22	Analogy	Test
Tutorial23	Reading Comprehension	Problem Solving
Tutorial24	Reading Comprehension	Problem Solving,Worksheets
Tutorial25	Reading Comprehension	Problem Solving,Worksheets
Tutorial26	Reading Comprehension	Test
Tutorial27	Revision of all topics	Problem Solving,Worksheets
Tutorial28	Revision of all topics	Problem Solving

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