



BIRLA INSTITUTE OF TECHNOLOGY, PILANI (RAJASTHAN)
INSTRUCTION DIVISION
I SEMESTER 2018-2019
Course Handout (Part II)

Date: **02.08.2018**

In addition to part-I (General handout for all courses appended to the timetable) this portion gives further specific details regarding the course.

Course No : TOC C215 GS F222
Course Title : Language Lab Practice
Instructor-in-charge : DEVIKA

1. Scope and objectives of the course:

Overall objective of this course is to help the students to communicate in English with ease and confidence by developing their four macro language skills of language learning such as Listening, Speaking, Reading and Writing. Apart from this, various sub-skills of language such as vocabulary building, idea development, and grammar will also be inculcated in students by giving them rigorous training with the help of the language lab to build their overall communication skills.

2. **Textbook:** i) EDD Notes for TOC C215: Language Lab Practice.
ii) Rani D. Sudha. 2010. A Manual for English Language Laboratory. New Delhi, India: Pearson.

3. Reference Books/CDs/Software:

- R1) Lakshminarayanan K.R. English for Technical Communication. Chennai India: Scitech Publications, 2004.
R2) Sethi J. A. Handbook of Standard English and Indian Usage. New Delhi India: Prentice-Hall, 2007.
R3) Quirk, Randolph, Sidney Greenbaum, Geoffrey Leech and Jan Svartvik. A Comprehensive Grammar of the English Language. New Delhi: Pearson, 2010.
R4) Effective Listening (Video CD)
R5) Sky Pronunciation (Software)
R6) Study Skills Success (Software)
R7) 10 Vital Rules for Giving Incredible Speech (Video CD)
R8) Professional Presentation (Video CD)
R9) Conversation that Work (Video CD)



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- R10) GRE Preparation software
R11) Technical Report Writer
R12) Cambridge Ed GRE Adaptive Test Prep
R13) GRE Diagnostic CD
R14) GRE Power Prep
R15) Take Time to Listen (Video CD)

4. Course Plan:

Lecture. No	Learning Objectives	Topics to be covered	Ref. Ch. Software / CD	Learning outcome
Listening Skills (Lecture 1-8)				
1	To give an over view of language skills	Introduction, Importance and Scope of Language Skills (Specimen test)	EDD Notes	Realization about the essentiality of multipurpose importance of language skills in personal, social and professional world
2	To throw some light on the four types of listening, i.e., appreciative listening, emphatic listening, comprehensive listening, and critical listening	Different Types of Listening (Diagnostic test – non evaluative)	EDD Notes	All listening are not same; each type requires different kind of effort to make it work.
3	To expose the students to a good model of conversation to produce the language with proper stress and intonation	Listening conversation (self evaluative test I)	Take Time to Listen (Video CD)	Introduction of small ideas, their connectivity and ability to pick up the chunks of ideas accordingly and how to react in specific situations





4	To develop listening skill by showing the real life speech to decipher the literal and implied meaning	Listening Speeches (self evaluative test II)	Effective Listening (Video CD)	Everything cannot be grasped in one go; so, individual strategies are to be adopted to get the maximum information in the right way
5	To inculcate different forms of listening through film clipping and news to make the learning process interesting and informative	Film Clippings News Documentaries (evaluative test)	Film Clippings and news Documentaries	Difficulties in the process of comprehension of the real situational exposure
6	To introduce the native (American, British, etc.) and non-native varieties of English Language	Varieties of English (Class discussion on the topic in groups) (evaluative test)	Research papers (self reading)	People understand and use the same sounds and words in their own ways
7-8	Drill and Practice, Informal Talks, Narrations (Story-telling, Rhymes, Instructions, etc.), Role play, Speculation activities, Dialogues for speech models	Exercises (evaluative test)	EDD Notes and class interaction	Get to know about their level of knowledge and expertise
Speaking Skills (Lecture 9-16)				
9	To teach the vowels, diphthongs and consonant sounds of English with video, lips movement, and repeat option for students	Sounds of English (diagnostic test)	Sky Pronunciation (Software)	Sounds are spoken with unexpected variations
10	To discuss the syllable pattern and the rules of stressing a particular word with the help of Sky Pronunciation software	Stress and Accent (self evaluative test I) (evaluative test)	Audio CD	Difference in stress and accent causes unintelligibility
11	To throw some light on the features of the connected speech such as use of transitional words, connectives, etc.	Features of connected speech (self evaluative test II) (evaluative test)	10 Vital Rules for Giving Incredible Speech (Video CD)	These are essential tools to trace the connection among the points





12	To make them aware of various aspects of oral presentations; to provide guidelines to make effective presentations	Oral Presentation (evaluative test)	Professional Presentation (Video CD)	Speaking is a systematic art following specific parameters
13	To provide some tips for inculcating effective conversation skill through various video CDs	Conversation (evaluative test)	Conversation that Work (Video CD)	Simple conversations are not that simple
14	To teach the language contextually for specific purposes and thus help the students in getting perfection in oral interaction	Role Play (evaluative test)	EDD Notes and role plays	Situational learning helps in igniting the thinking process
15	To discuss the various modes of presentation and their significance in presentation	Modes of speeches (evaluative test)	EDD Notes	Presentation of ideas varies according to the occasions and audience
16	Role play, Information gap activities, Dramatics, Presentations will be used to provide practice in spoken English	Exercises (evaluative test)	EDD Notes and class interaction	Overlooked aspects would come to the fore.
Writing Skills (Lecture 17-24)				
17	To teach the students various parts of speech, tense, sentence construction, articles, etc.	Grammar (diagnostic test)	Study Skills Success Software	Expression of the ideas would become better lessening the gap between intended and conveyed message
18	To familiarize the students with the way in which words are actually used in a particular context, especially with regard to their meanings	Usage (self evaluative test I) (evaluative test)	EDD Notes and internet exercises	Expansion of understanding regarding the variety of usage
19	To teach the students to express the information explicitly and implicitly through inferences and figurative language	Expressing Information (self evaluative test II) (evaluative test)	EDD Notes and newspaper articles	Better and right choice of words and expression
20	To explore ways of extending vocabulary through adequate reading practice and emphasizing the importance of words in different contexts	Vocabulary (evaluative test)	Study Skills Success software	Expansion of the overall knowledge about various topics related to different fields





21	To explain various strategies for the organization of ideas such as introduction, development, transition, conclusion, emphasis, explanation and anticipating an objection	Organization of Ideas (evaluative test)	EDD Notes	Idea organization is very essential; it needs to be altered every time according to the topic and its relevance
22	To introduce the central components of a paragraph such as topic sentence, coherence, unity, etc.; to throw some light on the various techniques for paragraph development	Paragraph Development (evaluative test)	EDD Notes	Ideas need to be developed for proper understanding
23	To discuss the various techniques of note taking during seminars, workshops and job duties	Note Taking (evaluative test)	EDD Notes	Each word is not equally important - words have different levels of importance according to their placement in the sentence and expressions
24	Composition lesson, analytical writing, creative writing activities	Exercise (evaluative test)	EDD Notes and class interaction	It is very difficult to gain expertise without proper training
Reading Skills (25-32)				
25	To tell them different strategies of reading such as skimming, skimming etc. and thus develop the skills for reading and understanding	Basics of reading (Skimming & Scanning; Extensive vs. Intensive; Comprehensive) (diagnostic test)	EDD Notes	Every reading is unique; different techniques are used for better and right comprehension
26	To throw some light on the various techniques of note –making	Note –Making (self evaluative test I) (evaluative test)	EDD Notes	This strategic activity is important for processing the information
27	To inculcate the skill of content prediction and inference and discourse coherence	Predicting content, inferences and discourse coherence	Study skills software	Language works at multiple level





		(self evaluative test II) (evaluative test)		
28	To develop the skills of reading newspapers and stories	Reading News papers and stories (evaluative test)	EDD Notes and live practice	Reading is a mental activity where visual and aural senses are supported by mental faculty to understand the information
29	To enhance the analytical reading skills	Analytical Reading (evaluative test)	EDD Notes	They need to analyze the given information with the help of their content knowledge
30	To teach how to read different novels and book to derive aesthetic pleasure	Aesthetic Reading (evaluative test)	EDD Notes and Clippings	Language is enjoyable - play of words plays an important role
31-32	Distinguishing the main idea, Skimming, Scanning, Transcoding information to diagrammatic display, recognizing indicators in discourse, understanding conceptual meaning, etc.	Exercise (evaluative test)	EDD Notes and class interaction	Practice makes understanding of language easy but it is not without challenges

5. **Class Assignments:** The following items to be done as class assignments which will be individual assignments as well as group assignments.

Topic	Weightage (%)	Duration
Listening assignments	25	-
Speaking assignments	25	-
Reading assignments	25	-
Writing assignments	25	-

6. **Reading Assignments:** Varieties of English, Chapters 28, 29 & 30 (Text Book ii).





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7. Evaluation Scheme:

Component	Duration	Weightage (%)	Date & time	Remarks
Daily lab evaluation	-	100	-	CB/OB

8. Make-up Policy: Prior permission is to be sought.

9. Chamber Consultation Hours: To be announced in the class.

10. Notices: Notices, concerning the course, will be displayed on Nalanda.

Instructor-in-charge
TOC C215 GS F222



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