

PEL121: Communication Skills I

L:1 T:2 P:1 Credits: 3

Course Outcomes: Through this course students should be able to

- Improve their grammatical and communicative competence
- Understand the grammatical components in written and verbal communication
- Enhance their vocabulary to choose language that precisely expresses their meanings.
- Gain self confidence with improved command over English language

Unit I

Parts of speech, Parts of a sentence: introduction to the basics of parts of speech, subject, predicate, phrase and clause

Unit II

Noun, Pronoun, Adjective: types of nouns, types of pronouns and usage of pronouns, pronoun antecedent error, types of adjectives and royal order of adjectives

Unit III

Verb, Adverb, Tenses: forms of verbs, conjugation of verbs according to number, types of adverbs and uses, conjugation of verbs according to time

Unit IV

Prepositions, Conjunctions, Interjections, Articles: uses of prepositions, types of conjunction and uses of conjunctions, usage of interjections in a sentence, rules to use and omit articles

Unit V

Modals, Punctuation, Interrogatives and Question tags: modals and their uses, usage of punctuation marks, interrogatives and their uses in a sentence, question tags and their formation

Unit VI

Idioms, Phrasal verbs, Confusing words: introducing idioms and grammar of idioms, introducing phrasal verbs and grammar of phrasal verbs, homonyms, homophones and heteronyms

Reference:

1THE BLUE BOOK OF GRAMMAR AND PUNCTUATION BY JANE STRAUSS, 10th EDITION (JOSSEY-BOSS IMPRINT)

2.HANDBOOK OF ENGLISH GRAMMAR AND USAGE BY MARK LESTER AND LARRY BEASON, T.M. HILLS, INDIAN EDITION (2005)