



MAHARISHI MARKANDESHWAR (Deemed to be University),
Mullana- Ambala, 133207
(Established under Section 3 of the UGC Act. 1956)
Department of Mathematics & Humanities
B.Tech (Ist/IIIndSem)

English

Course code: HSMC 001/BHUM 001

w.e.f Session: 2022-2023

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Internal : 40 marks
Theory : 60 marks
Total : 100 marks
Credit : 2

OBJECTIVE: The aim of the course is to develop a higher degree of proficiency in listening, speaking and reading English. It is suitable both for students wishing to go in for higher education and for those who wish to enter into employment. Practice in the exercise of all these skills leading to the proficient and effective use of the language in various situations is the aim of the course.

Course Outcomes

The student will acquire basic proficiency in English including reading and listening comprehension, writing and speaking skills.

UNIT- I

Vocabulary Building

- 1.1 The concept of Word Formation
- 1.2 Root words from foreign languages and their use in English
- 1.3 Acquaintance with prefixes and suffixes from foreign languages in English to form Derivatives.
- 1.4 Synonyms, antonyms, and standard abbreviations.

UNIT- II

Basic Writing Skills

- 2.1 Techniques for writing precisely
- 2.2 Importance of proper punctuation
- 2.3 Comprehension, Précis Writing, Essay Writing
- 2.4 Letter Writing, Report Writing, Job Application and Resume Writing

UNIT-III

Identifying Common Errors in Writing

- 3.1 Subject-verb agreement
- 3.2 Noun-pronoun agreement
- 3.3 Misplaced modifiers
- 3.4 Articles
- 3.5 Prepositions
- 3.6 Redundancies
- 3.7 Clichés.
- 3.8 Sentence Structures
- 3.9 Use of phrases and clauses in sentences

UNIT-IV

Speaking and listening skills

- 4.1 **Tips for Effective Listening**
- 4.2 Interview Skills
- 4.3 Group Discussion
- 4.4 **Introduction to Phonetics**

Suggested Readings:

- (i) *Practical English Usage*. Michael Swan. OUP. 1995.
- (ii) *Remedial English Grammar*. F.T. Wood. Macmillan. 2007
- (iii) *On Writing Well*. William Zinsser. Harper Resource Book. 2001
- (iv) *Study Writing*. Liz Hamp-Lyons and Ben Heasley. Cambridge University Press. 2006.
- (v) *Communication Skills*. Sanjay Kumar and PushpLata. Oxford University Press. 2011.
- (vi) *Exercises in Spoken English*. Parts. I-III. CIEFL, Hyderabad. Oxford University Press