

SEC1: English for Effective Communication

Course Code:	Credits:02
Max marks: 50	Teaching Hours per Week: 02 (1 L, 2T)

Course Objectives:

- a. To enable the student to communicate effectively and appropriately.
- b. To use English effectively for the purpose of study across the curriculum.
- c. To develop interest in the appreciation of Literature.
- d. To develop and integrate the use of the four language skills i.e. Listening, Speaking, Reading and Writing.

Course Outcomes: At the end of the course, the learner would be able to

CO1: Communicate effectively and appropriately.

CO2: Develop and integrate the use of the four language skills i.e. Listening, Speaking, Reading and Writing

CO3. Competency in the use of English from/for a variety of domains.

CO4: Be able to articulate thoughts and generate/understand multiple interpretations

UNIT I Listening Skills

09 Hours

1. Definition of Listening; Listening versus Hearing, Process of Listening, Problems the Students Face in Listening; Sub-skills of Listening
2. What is Good Listening?
3. Barriers to Listening and Strategies of Listening.

Activities: Play CDs and make students listen to them.

Listening to commentary on Sports, AIR, News etc.
The students should make notes as they listen.
They can listen multiple times, so as to be able to reproduce the same.

1. Fun and learning- listen to English Songs with Lyrics.
2. Watch cartoon movies with subtitles.
 - a. Basics of Greetings and Introduction.
 - b. Formal and informal ways of Greeting.
 - c. Basic conversational examples and practices.

UNIT II Reading Comprehension

09 Hours

1. Reading Strategies: Skimming and Scanning.
2. Passages for comprehension: newspapers, magazine, essays schedules, reports and etc.
3. Scanning:
 - a. Graphs
 - b. Charts
 - c. Scorecards
 - d. Product Description
 - e. Pie chart

UNIT III Writing Skills**09 Hours**

1. Paragraph Writing:
 - a. Descriptive Paragraph
 - b. Narrative Paragraph
2. Re-arrange jumbled words

Suggested Reading:

1. *Word View*: English workbook for First Year Pre-University. Pub.2012.
2. *Impact*. Board of Editors. Orient Blackswan. Pub.2013.
3. Gupta, Renu. *A Course in Academic Writing*. Orient Blackswan.2017.