**Course Title: Basic English and Communication Skills**

**Course Code: HUL100**

**Credits: 03**

**Programme: B. Tech Semester 1**

**L:T:P: 2:1:0**

**Course Description:** The course is designed to develop basic reading, writing, speaking, and listening skills of the students. It is organized in a manner that the reading, vocabulary, grammar, and writing exercises are interconnected, contextual as well as non-contextual. It helps them to learn effective reading techniques enabling them to identify main ideas and to glean details from a text. The course facilitates an understanding of word structure and thereby enrichment in vocabulary. It also assists the students to acquire knowledge of formal writing skills. The presentation skills taught through the course intends to enhance the expressive skills of the students such that they can express their feelings, thoughts, and expressions effectively to the listeners.

**Course Objectives:** The course intends tohelp the students do the following:

1. Learn the techniques of effective reading and good comprehension.
2. Develop an understanding of word structure and word-formation.
3. Enrich their vocabulary by learning antonyms, synonyms and the meaning and applications of words pertaining to various parts of speech.
4. Use grammatical elements such as articles, prepositions, tenses, modifiers and noun-pronoun, and subject-verb agreement correctly.
5. Learn the structure and style of sentences and paragraphs.
6. Study the nature and style of formal letters.
7. Learn the nature and style of formal writing.
8. Focus on the sound system in English and learn correct pronunciation.
9. Focus and learn stress, rhythm, and intonation in English.
10. Develop their presentation skills.

**Syllabus Components:**

**Unit 1: Reading and Comprehension Skills - I**

1. Importance and techniques of effective reading

Essay 1: The Raman Effect + Supplementary Reading Passages

1. Improving Comprehension skills, techniques for good comprehension

Essay 2: Ancient Architecture in India + Supplementary Reading Passages

1. Skimming and scanning

Essay 3: Blue Jeans + Supplementary Reading Passages

**Unit 2: Vocabulary - I**

1. Word formation, use of prefixes and suffixes
2. Synonyms and antonyms
3. Prefixes and Suffixes from foreign languages, words from foreign languages

**Unit 3: Grammar**

1. Articles and Prepositions
2. Noun-pronoun agreement and subject-verb agreement
3. Tenses and Misplaced modifiers

**Unit 4: Formal Writing Skills**

1. Sentences and Paragraphs: Sentence structures, phrases, and clauses, techniques for writing precisely, paragraph writing, organising principles of paragraphs in documents
2. Letter writing: Formal letters, letter of complaint, requisition letter
3. Formal writing: Nature and style of formal writing; Use of topic sentences and thesis statements.

**Unit 5:Basic Presentation and Speaking Skills**

An overview of the sound system in English: Vowels and Consonants

IPA (International Phonetic Alphabet) symbols

Pronunciation (Activities based on audiotapes)

Stress, Rhythm, Intonation

Accent: British English and American English

Presentation Skills

**Course Outcomes:** Upon the completion of this course the student will have reliably demonstrated basic reading, writing, listening, and speaking abilities. At the end of the course, the students will be able to:

|  |  |
| --- | --- |
| **CO1** | Identify the main idea(s) and specific details in the text; form words using prefixes and suffixes; use antonyms, synonyms, thereby demonstrating an increase in word knowledge. |
| **CO2** |  Accurately produce grammatical elements such as articles, prepositions, verb tense, modifiers, noun-pronoun, and subject-verb agreement. |
| **CO3** | Exhibit knowledge of sentence structures, write formal letters and coherent paragraphs with a topic sentence, supporting and concluding sentence. |
| **CO4** | Demonstrate phonemic knowledge and give an oral presentation using effective delivery strategies. |

**Reference Books:**

1. *English for Engineers*. By N. P. Sudharshana and C. Savitha. Cambridge University Press, 2018.
2. *Oxford Guide to Effective Writing and Speaking Skills*. By John Seely. Oxford University Press, Indian Edition, 2008.
3. *Professional Speaking Skills*. By Aruna Koneru. Oxford University Press, 2015.
4. *Intermediate English Grammar: Reference and Practice for South Asian Students.* By Raymond Murphy. Cambridge University Press, 1994.