**17SH1101 - FUNCTIONAL ENGLISH**

**(Common to all branches)**

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| **Course Category** | Basic Science | **Credits:** | 3 |
| **Course Type** | Theory | **Lecture - Tutorial - Practical** | 3 - 0 - 0 |
| **Prerequisite** | Basic Level of LSRW Skills | **Sessional Evaluation** | 40 |
| **Semester End Exam Evaluation** | 60 |
| **Total Marks** | 100 |

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| **Course Objectives** | 1. To develop basic communication skills in English. 2. To achieve specific linguistic and communicative competence. 3. To acquire relevant skills and function efficiently in a realistic working context. 4. To inculcate the habit of reading. | |
| **Course Outcomes** | CO1 | Correct the error of the sentence; improve language proficiency and face competitive exams such as GATE, GRE, TOEFL, GMAT, etc. |
| CO2 | Comprehend the advanced level of reading comprehensions. |
| CO3 | Write clear and coherent passages for social and professional contexts. |
| CO4 | Write proposals and business letters. |
| CO5 | Acquire considerable flair in using broad range of vocabulary. |
| CO6 | Drafting speech-building critical thinking. |
|  | **UNIT – I**  **GRAMMAR**: Parts of Speech & Subject- Verb Agreement.  **WRITING:** Paragraph Writing:Expressions of ideas, concepts, etc., in unambiguous grammatically acceptable and logically coherent manner (in general items); In particular skills in sentence construction emphasizing on function of word and basic sentence patterns - Framing sentences leading to effective paragraph. | |

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| **Course**  **Content** | **UNIT – II**  **GRAMMAR:** Pronoun: Agreement & usage - Articles: kinds & omission of article.  **READING:** Different reading strategies: Skimming, scanning, inferring, predicting and responding to content – Guessing from context and vocabulary extension.  **WRITING:** Letter writing – Formal and informal writing.  **UNIT – III**  **GRAMMAR:** Tenses – Conditional sentences – Non-Finite verbs – Kinds of Non-Finite: Infinitives – Gerund and participle.  **WRITING**: Dialogue writing: Communicating and presenting ideas effectively and coherently and exchanging conversation in a group or between two persons directed towards a particular subject.  **UNIT – IV**  **GRAMMAR:** Prepositions: Kinds, position, adverb usage, question tags & transformation of sentences – Degrees of comparison.  **WRITING:** Telephonic conversations and etiquettes.    **UNIT – V**  **GRAMMAR:** Transformation of sentences- Direct and Indirect Speech – Active & Passive Voice – Modifiers.  **WRITING:** Story Writing.  **UNIT – VI**  **GRAMMAR:** Simple, Complex and Compound Sentences - Parallelism.  **WRITING:** Drafting of Public Speech**:**Ideas / Content Generation and Structure. |
| **Textbooks**  **& Reference books** | **REFERENCE BOOKS:**   1. Essential English Grammar: Raymond Murphy, Cambridge University Press. 2. Advanced Grammar in Use: Martin Hewings, Cambridge University Press. 3. High School English Grammar: Wren and Martin, S Chand Publications. 4. Effective Technical Communication: Ashraf Rizvi, Tata McGraw Hill Publications. |