**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.
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| **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.
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