**17SH1201 - PROFESSIONAL ENGLISH**

**(Common to all branches)**

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |

|  |  |  |
| --- | --- | --- |
| **Course Objectives** | 1. To develop their basic professional writing skills in English. 2. To achieve specific linguistic and verbal competence. 3. To acquire relevant skills and function efficiently in a realistic professional working environment. 4. To inculcate the habit of reading and writing. | |
| **Course Outcomes** | CO1 | Equip verbal proficiency and face competitive exams such as GATE, GRE, TOEFL, GMAT etc. |
| CO2 | Draft professional writings: Email drafting, professional letters etc. for social and professional contexts. |
| CO3 | Write effective book reviews and make effective notes in professional environment. |
| CO4 | Procure considerable knack in using wide range of vocabulary. |
| CO5 | Write proposals, business letters, project reports and writing proposals. |
| CO6 | Acquire skills: Prepare speeches in analytical and critical procedures. |
|  | **UNIT –I**  **DATA INTERPRETATION:** Interpretation and analysis of the data based on text, tables and graphs (linear) – Charts: Bar, Pie etc.  **VERBAL**: Verbal reasoning- Analogies, homophones & homonyms. | |

|  |  |
| --- | --- |
| **Course Content** | **UNIT –II**  **WRITING:** Email Communication –Writing effective business email.  **VERBAL:** Idioms and Phrases – One word substitutes.  **UNIT –III**  **ANALYTICAL WRITING**: Presenting perspective of an issue – Compare and Contrast – Cause and effect – Analyze and argument.  **VERBAL**: Affixes: Prefix and suffix – Root words – Derivatives.  **UNIT –IV**  **TECHNICAL WRITING:** Writing Proposals: Significance, structure, style and writing of project reports.  **VERBAL:** Synonyms and antonyms.  **UNIT –V**  **WRITING:** Introduction to different kinds of materials: Technical & non-technical – note taking and note making – Identification of important points and precise the content.  **VERBAL:** Words often confused.  **UNIT –VI**  **BOOK REVIEWS:** Review of a technical and non-technical – A brief written analysis including summary and appreciation.  **VERBAL:** Sentence completion. |
| **Textbooks& References Books** | **TEXTBOOKS & REFERENCE BOOKS:**   1. A Textbook of English for Engineers and Technologists (Combined edition, Vol. 1 & Orient Black Swan 2010.) 2. Word Power Made Easy by Norman Lewis. 3. A Communicative Grammar of English by Geoffrey Leech. |