# 17SH1101 - FUNCTIONAL ENGLISH

(Common to all Branches)

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| **Course Category:** | Basic Sciences | **Credits:** | 3 |
| **Course Type:** | Theory | **Lecture - Tutorial - Practical:** | 3-0-0 |
| **Prerequisite:** | Basic Level of LSRW skills. | **Sessional Evaluation:****Univ. Exam Evaluation:****Total Marks:** | 4060100 |
| **Objectives** | Students undergoing this course are expected: * To develop their basic communication skills in English
* To achieve specific linguistic and communicative competence
* To acquire relevant skills and function efficiently in a realistic working context
* To inculcate the habit of reading
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| **Course Outcomes** | On successful completion of this course students will be able to: |
| CO1 | Correct the error of the sentence; improve language proficiency and face competitive exams; 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, business letters |
| CO5 | Acquire considerable flair in using broad range of vocabulary. |
| CO6 | Drafting Speech-building critical thinking  |
| **Course Content** | 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)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 WritingUNIT-III**Grammar:** Tenses, Conditional Sentences, Non-Finite Verbs: Kinds of Non-Finite: Infinitives, Gerund & Participle.**Writing:** Dialogue writing: Communicating and presenting ideas effectively and coherently, 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- Indirect Speech, Active- Passive Voice & Modifiers**Writing:** Story WritingUNIT-VI**Grammar:** Simple, Complex, Compound Sentences - Parallelism**Writing:** Drafting of Public Speech: Ideas / Content Generation, Structure |
| **Text Books and References** | 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 Mc-Graw Hill Publication
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