# 17SH1201 - PROFESSIONAL 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 understand:* To develop their basic professional writing skills in English
* To achieve specific linguistic and verbal competence
* To acquire relevant skills and function efficiently in a realistic professional working environment
* To inculcate the habit of reading &writing
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| **Course Outcomes** | Upon successful completion of the course, the students will be able to: |
| CO1 | Equip verbal proficiency and face competitive exams; 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, writing proposals |
| CO6 | Acquire skills : Prepare Speeches in analytical and critical procedures |
| **Course Content** | UNIT-I**Data Interpretation:** Interpretation and analysis of the data based on text, tables, graphs (linear), charts- bar, pie etc.**Verbal:** Verbal reasoning- Analogies, Homophones & HomonymsUNIT-II**Writing:** Email Communication- Writing Effective Business Email **Verbal:** Idioms and Phrases, One word substitutesUNIT-III**Analytical Writing:** Presenting perspective of an issue- Compare & Contrast, Cause and Effect, Analyze an argument**Verbal:** Affixes-prefix and suffix, root words, derivativesUNIT-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 confusedUNIT-VI**Book Reviews:** Review of a Technical and Non-Technical - a brief written analysis including summary and appreciation**Verbal:** Sentence Completion |
| **Text Books and References** | Reference Books:1. A Textbook of English for Engineers and Technologists (combined edition, Vol. 1 & 2); Orient Black Swan 2010.
2. Word Power Made Easy by Norman Lewis A Communicative Grammar of English By: Geoffrey Leech
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