# 19SH1201 - PROFESSIONAL ENGLISH

**(Common to all Branches)**

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| Course Category: | Basic Science | Credits: | 2 |
| Course Type: | Theory | Lecture-Tutorial-Practical: | 2-0-0 |
| Prerequisite: | Basic Level of LSRW skills | Sessional Evaluation:  Univ. Exam Evaluation:  Total Marks: | 40  60  100 |
| Objectives: | Students undergoing this course are expected:   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 & writing 5. To learn writing analytical essays. 6. To acquire verbal proficiency | | |

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| Course Outcomes | Upon successful completion of the course, the students will be able to: | |
| CO1 | Write effective descriptions on scientific/technical topics |
| CO2 | Draft effective business e-mails. |
| CO3 | Present perspective of an issue and analyze an argument. |
| CO4 | Write proposals and project reports for professional contexts |
| CO5 | Practice different techniques of note making and note taking. |
| CO6 | Write effective book reviews on technical & non-technical books. Equip themselves with verbal proficiency. |
| Course Content | UNIT-I  **WRITING:** Descriptions: Descriptions on scientific/ technical in nature-writing introduction - defining – classifying - describing technical features – the structure of an automobile/gadget/product or the process - instruction or installation manuals.  **VERBAL:** Verbal reasoning- Analogies, Homophones & Homonyms  UNIT-II  **WRITING:** E-mail Communication- Etiquette – Format- Writing Effective Business Email  **VERBAL:** Idioms and Phrases, One-word substitutes  UNIT-III  **ANALYTICAL WRITING:** Presenting perspective of an issue- Compare & Contrast, Cause and Effect, Analyze an 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 | |
| Text Books &  References  Books | **REFERENCE BOOKS**   1. A Textbook of English for Engineers and Technologists (combined ed Vol. 1&2) Orient Black Swan 2010. 2. Word Power Made Easy, Norman Lewis, New Revised Edition, Goyal Publishers 3. A Communicative Grammar of English by Geoffrey Leech, Longman ,3rd ed 4. Effective Technical Communication, M. Ashraf Rizvi, Tata McGraw- Hill, 2011. | |