

GANPAT UNIVERSITY									
FACULTY OF ENGINEERING AND TECHNOLOGY (DIPLOMA PROGRAMMES)									
Programme	Diploma Programme				Branch/Spec.	All			
Semester	I				Version	1.0.0.0			
Effective from Academic Year				2018-19		Effective for the batch Admitted in : June-2018			
Subject code	1HS101		Subject Name		Communicative English - I				
Teaching scheme					Examination scheme (Marks)				
(per week)	Lecture(DT)		Practical(Lab.)		Total	CE		SEE	Total
	L	TU	P	TW					
Credit	4	0	0	-	4	Theory	40	60	100
Hours	4	0	0	-	4	Practical	00	00	00
Pre-requisites:									
Familiarity with basic knowledge of English language, strong determination and will-power for further language skill-set enhancement.									
Learning Outcome:									
At the end of the course, the students shall acquire satisfactory competency in the fundamental English language skills so as to be able to:									
<ul style="list-style-type: none"> • listen, understand and respond effectively in English • read, comprehend and apply the acquired knowledge/information in various real-life communication situations • speak efficiently on various occasions • write various drafts in clear, correct, concise and courteous manner 									
Methodology:									
<ul style="list-style-type: none"> • Task based teaching learning pedagogy • MOD-COM Approach 									
Detailed Syllabus									
Unit	Content								Hrs.
1.	Vocabulary Building: Vocabulary development using the list of 1000 most used words and subsequent activities like identification/formation/conversion/puzzles/crosswords and others. Synonyms-antonyms, Words often confused, word-analogies, one word substitutes, prefix-suffix, idioms and phrases, dictionary usage skills and drills using online and off-line digital dictionaries								15
2.	Task based Language (items) Learning: Parts of speech, capitalization and punctuation, Types of verbs (finite, non-finite, participle, gerund, causal) and verb forms (time based), Sentence formation and sentence transformation (affirmative, negative and interrogative), Sentence types (function and structure based), Concord (subject-verb agreement								15

3.	Introduction to Communicative Competence: Listening: Small audio and video clips of everyday communication situations, Speaking: Introducing oneself and others, describing pictures and situations, narrating events and incidents, Reading: Reading and comprehension of advertisements for various purposes like admission, job advertisements, handbills, menu card, invitation cards, news paper cuttings etc. Writing: Diary writing, writing of messages for social networking, leave note, use of transitional tags in writing	15
4.	Study Skills (Elementary level) Note Making, note taking, summarizing, converting visual into text, describing information presented through chart, map, graph, table, picture, diagram, figure and flow chart	15

Reference books:

Sr.No	Title of Books	Author	Publication
1	Holy Faith English Grammar and Compositions	J. T. Peechatt.	Holy Faith International
2	Murphy's English Grammar	Raymond Murphy	Cambridge University Press
3	A Communicative Grammar of English	Geoffery Leech and Fan Svartvik	Pearson Longman
4	Study Skills in English	English Team, CIEFL	CIEFL University, Hyderabad
5	Technical Communication; Principles and Practice	Meenakshi Raman & Sangeeta Sharma	Oxford University Press
6	The Fundamental Aspects of Communication Skills	Dr. Prashad	S. K. Katariya & Sons.
7	Effective Technical Communication	M Ashraf Rizvi	TMH Publication