

Semester I

EGC 101- Communication Skills - 1

RATIONALE: This course is designed to enable students to acquire basic understanding of Phonetics. The students would be made familiar with the stress, punctuation and fluency of English words and sounds. The course would help students to know the sentence patterns and grammatical structures.

LEARNING OUTCOMES :

- (1) To enable the student to pronounce correctly with proper stress and intonation, to use the conversational structure appropriately.
- (2) To describe and characterise spoken English both from the grammatical and the discourse perspectives.
- (3) To describe guidelines and identify the difficulties Indian students and users of English as a foreign language have in the use of the English language in oral contexts.
- (4) To draw comparisons between oral and written language through the use of representative oral and written language.

TEACHING AND EVALUATION SCHEME:

The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of Mid Term examinations for 15 marks and End Term Examination conducted by University examination for 35 marks.

Subject Code	Subject Title	Credit	Theory			Total Marks
			Hrs.	Max Marks		
				Mid Term	End Term	
EGC 101	Communication Skills-1	2	24	15	35	50

COURSE CONTENT

Section A

Number of lectures: 12 Weightage: 50%

Unit – I Basics of Phonetics :

- (a) Communication - English Sounds, Words and Language
- (b) Stress, Punctuation and Fluency
- (c) Intonation and Pronunciation

Section-B

Number of lectures: 12 Weightage: 50%

Unit – II Conversational Structures :

- (a) Dialogue-based study of structure patterns and grammatical topics
- (b) Common errors in using English language

RECOMMENDED READING :

1. V. Sasikumar : A Course in Listening and Speaking – I, Cambridge Uni. Press
2. G. Taylor: English Conversation Practice, Tata Mcgraw-Hill Publishing Co. Ltd.
3. Wrenn & Martin: High School English Grammar & Composition, S, Chand Pub.

INSTRUCTION STRATEGIES

1. Interactions with the students to understand the level of students.
2. Explaining & discussing English language structures.
3. Teaching the topics included in the syllabus with the help of teaching aids like OHP, LCD (Power point presentation), Notes, References, Copy of Articles, Models, Diagrams

TEACHING AND EXAMINATION

UNIT	Examination Scheme % Weightage	Teaching Scheme No. of Lecture
Unit 1	50	12

Unit 2	50	12
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Semester II

EGC 102- Communication Skills - 2

RATIONALE:

This course is designed to enable students to acquire basic understanding of Phonetics. The students would be made familiar with the stress, punctuation and fluency of English words and sounds. The course would help students to know the sentence patterns and grammatical structures.

LEARNING OUTCOMES :

- (1) To enable the student to initialize communication.
- (2) To facilitate the student to communicate verbally using elementary English.

TEACHING AND EVALUATION SCHEME:

The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of Mid Term examinations for 15 marks and End Term Examination conducted by University examination for 35 marks.

Subject Code	Subject Title	Credit	Theory			Total Marks
			Hrs.	Max Marks		
				Mid Term	End Term	
EGC 102	Communication Skills-2	2	24	15	35	50

COURSE CONTENT

Section A

	Number of lectures: 12	Weightage: 50%
Unit – I	Communicating with others :	
	(a) Meeting people, exchanging greetings and taking leave	
	(b) Introducing oneself, Introducing people to others	
	(c) Giving personal information	
	(d) Talking about people, animals and places	

Section-B

	Number of lectures: 12	Weightage: 50%
Unit – II	Active Conversation :	
	(a) Answering the telephone and asking for someone	
	(b) Taking and leaving messages	
	(c) Making inquiries on phone	
	(d) Calling for help in emergency	
	(e) Talks, Debates, Speeches on different topics	
	(g) Situation-based dialogues and conversation	

RECOMMENDED READING :

1. V. Sasikumar : A Course in Listening and Speaking – I, Cambridge Uni. Press
2. Di Pietro : Speaking, Oxford : Oxford University Press
3. K.Sadanand & S.Punitha :A Foundation Course in Spoken English, Orient Longman

INSTRUCTION STRATEGIES

1. Interactions with the students to understand the level of students.
2. Explaining & discussing English language structures.

3. Teaching the topics included in the syllabus with the help of teaching aids like OHP, LCD (Power point presentation), Notes, References, Copy of Articles, Models, Diagrams

TEACHING AND EXAMINATION

UNIT	Examination Scheme % Weightage	Teaching Scheme No. of Lecture
Unit 1	50	12
Unit 2	50	12