

Semester III

Course: English CC Paper III (Higher level)

Subject code no: 310301

Title of the Course: **Professional English Paper**

	L	Cr	P / T	D	TP	TW	T
Professional English Paper	3	4	1*	2.30	75	25	100

*Tutorial batches of 25 students each.

Objectives:

- I) To listen to short extracts on topics of general interest and speak for an extended period of time on familiar and unfamiliar topics.
- II) To identify and label different parts of speech, use grammar correctly in simple sentence formation and transfer sentences in different context.
- III) To skim and scan topics of general interests, demonstrate reading skills in English with comprehension.
- IV) To use correct spellings of words, use important points in the form of note making, write simple sentences on current issues etc

Learning Outcomes:

At the end of the course the students will be able to:

- I) Give a talk or follow a talk on familiar and unfamiliar topics and keep up formal and informal conversations on a fairly wide range of topics.
- II) Students will be able to scan and skim fairly moderate level texts and understand detailed instructions and advice.
- III) Students will be able to take extensive notes and write short paragraphs.

Credits: 04

Teaching hours: 50

Marks: 100

Unit	Topic and Details	No. of Lectures/ Tutorial* assigned	Weightage in %
1	<p>Listening Skills</p> <p>Text: <i>Insights: A Course in English Literature and Language</i>. K. Elango. 2009, Orient Black Swan.</p> <p>The recommended lessons are:</p> <ul style="list-style-type: none"> • Climate change and Human Strategy. • Wings Of Fire • Building an Internet Culture • Technology with a Human Face. 	20	35%
2	<p>Speaking Skills</p> <ul style="list-style-type: none"> • Short Speeches : on topics of general interest • Welcome Speech (To welcome and introduce the chief guest of a programme) • Vote of thanks. 	08*	15%
3	<p>Reading Skills</p> <ul style="list-style-type: none"> • Skimming and Scanning from the lessons in Unit I and exercises given in the lessons: • Unseen passages for comprehension (newspapers, magazine and internet etc.). 	07*	10%
4	<p>Writing Skills</p> <ul style="list-style-type: none"> • Basic Grammar exercises (Sentences Structure: SVO Format, tense, conjunctions and interjections, prepositions, articles ,punctuation etc) • Study of common errors: Lexical and semantic • Report writing (Newspaper report of 150 words) • Extended writing on current and social events(about 350 words) 	25	40%

Note: The teacher may choose the selected passages from the prescribed text or recommended texts to design listening activities and for making lecture notes. The teacher is also recommended to use audio CDs for giving listening practice to the students.

Evaluation Scheme:

Internal Examination : 25 marks

1. Listening skills :10 marks
2. Speaking Skills :15 marks

External Examination : 75 marks

1. Language in Use (Grammar) :20 marks
(Do as Directed. Fill in the Blanks, Multiple Choices)
2. Reading Comprehension Seen
(Skimming, Scanning &, Inferential) :15 marks
3. Reading Comprehension Unseen :15 marks
4. Writing on Topic of Current Interest (one out of two) :15 marks
5. Report writing :10 marks

Recommended Reading:

1. Skills in English, A Course book for Language Learning, edited by E. Suresh Kumar, B Yadava Raju and C Muralikrishna, Orient Blackswan
2. Communicative English, edited by E. Suresh Kumar and P. Sreehari, Orient Blackswan.
3. Urmila Rai, S.M Rai (2007), Business Communication. Himalaya Publishing House Pvt. Ltd.
4. Interface: A Textbook of Compulsory English. Vanikar and Palia. 2001. Vikas Publishing House.
5. Communicative English, edited by E. Suresh Kumar and P. Sreehari, Orient Blackswan.
6. Principles and Practices of Business Communication, Aspi Doctor and Rhoda Doctor, Sheth Publishers.

L = No. of Lectures / week, P / T = Practical / Tutorial in hrs, D = Duration of Theory paper for Examination in hrs, TP = Theory Paper-marks, TW = Term Work - marks,

P/V = Practical / Viva Voce - marks, T = Total