

Subject Code: 02SL0203
Subject Name: Communication Skills - II
B. Sc. Chemistry/ Microbiology– Sem II
Objectives:

- To enhance basic concepts of English language
- To understand the usage of English language through texts.
- To understand the concepts of structure of language through grammar
- To learn basics of speaking English Language.
- To develop LSRW skills through texts.

Credits Earned: 2 Credits

Course Outcomes: After completion of this course, student will be able to

- Communicate with the peers and colleagues in English Language.
- Learn basics structure of spoken and written English language.
- Expand their vocabulary in English.
- Learn intermediate grammar in English through text.
- Learn LSRW skills through text. Audio-visual aids.

Teaching and Examination Scheme

Teaching Scheme (Hours)			Credits	Theory Marks			Tutorial/ Practical Marks		Total Marks
Theory	Tutorial	Practical		ESE (E)	IA(M)	CSE (I)	Viva (V)	Term work (TW)	
2	0	0	2	-	30	20	25	25	100



Contents:

Unit	Topics	Contact Hours
1	Revise your Grammar: 1.1 Active Voice and Passive Voice 1.2 Reported Speech 1.3 Common Errors in English 1.4 Uses of Conjunction 1.5 Phrases and Clauses	15
2	Writing Skills: 2.1 Formal Letters (Inquiry, Quotation, Placing an Order, Complaint, Adjustment, Notices, Circulars) 2.2 E-mail Writing	15
3	Speaking Skills: 3.1 Public Speaking 3.2 Presentation Skills	15
4	Learning Language thorough Text: 4.1 Excerpts from <i>Wings of Fire</i> – An Autobiography of APJ Abdul Kalam 4.2 Excerpts from the Biography of Dr. C. V. Raman	15
	Total Hours	60

References:

- Taylor, Grant. *English Conversation Practice*. McGraw Hall Publication.
- Murphy, Raymond. *Essential English Grammar*. Cambridge University Press. (CUP)
- *English Vocabulary in Use*. Cambridge University Press. India

Instructional Method:

- a. The course delivery method will depend upon the requirement of content and need of students. The teacher in addition to conventional teaching method by black board, may also use any of tools such as demonstration, role play, Quiz, brainstorming, etc.
- b. The internal evaluation will be done on the basis of continuous evaluation of students in the class-room in the form of attendance, assignments, verbal interactions etc.
- c. Students will use supplementary resources such as online videos, NPTEL videos, e-courses, Virtual Laboratory.