

INSTITUTE	FACULTY OF SCIENCE
PROGRAM	BACHELOR OF SCIENCE (CHEMISTRY)
SEMESTER	2
COURSE TITLE	COMMUNICATION SKILL - II
COURSE CODE	02SL0203
COURSE CREDITS	2

Objective:

- 1 To enhance basic concepts of English language
- 2 To understand the usage of English language through texts
- 3 To understand the concepts of structure of language through grammar
- 4 To learn basics of speaking English Language
- 5 To develop LSRW skills through texts

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

- 1 Communicate with the peers and colleagues in English Language
- 2 Learn basics structure of spoken and written English language
- 3 Expand their vocabulary in English
- 4 Learn intermediate grammar in English through text
- 5 Learn LSRW skills through texts and audio-visual aids

Pre-requisite of course:NA

Teaching and Examination Scheme

Theory Hours	Tutorial Hours	Practical Hours	ESE	IA	CSE	Viva	Term Work
2	0	0	0	30	20	25	25

Contents : Unit	Topics	Contact Hours
1	Revise Your Grammar Active Voice and Passive Voice, Reported Speech, Uses of Conjunctions, Phrases and Clauses	7
2	Writing Skills Formal Letters (Inquiry, Quotation, Placing an Order, Complaint, Adjustment, Notices, Circulars), E-mail Writing	10
3	Speaking Skills Public Speaking, Presentation Skills	5

Contents : Unit	Topics	Contact Hours
4	Learning Language through Texts Excerpts from Wings of Fire – An Autobiography of APJ Abdul Kalam, Excerpts from the Biography of Dr. C. V. Raman	8
Total Hours		30

Textbook :

- 1 Wings of Fire, Abdul Kalam, A. P. J., & Arun Tiwari, Universities Press, 1999
- 2 Business Communication (2nd. ed.), Raman, Minaxi & Prakash Singh, Oxford University Press, 2012

References:

- 1 English Conversation Practice, English Conversation Practice, Taylor, Grant, McGraw Hall Publication, 2002
- 2 Essential English Grammar, Essential English Grammar, Murphy, Raymond, Cambridge University Press, 2003
- 3 English Vocabulary in Use, English Vocabulary in Use, Stuart Redman, Cambridge University Press, 2003

Suggested Theory Distribution:

The suggested theory distribution as per Bloom's taxonomy is as follows. This distribution serves as guidelines for teachers and students to achieve effective teaching-learning process

Distribution of Theory for course delivery and evaluation					
Remember / Knowledge	Understand	Apply	Analyze	Evaluate	Higher order Thinking / Creative
20.00	20.00	30.00	15.00	10.00	5.00

Instructional Method:

- 1 Lecture method
- 2 Demonstration
- 3 Role play
- 4 Quiz
- 5 Brainstorming

Supplementary Resources:

- 1 <https://unacademy.com> › content › general-awareness
- 2 <https://vajiramandravi.com> › quest-upsc-notes › sir-cv...