

COURSE TITLE	READING AND WRITING SKILLS IN ENGLISH
COURSE CODE	07BA0116
COURSE CREDITS	3

Objective:

- 1 To develop critical reading skills through the analysis of diverse literary and non-literary texts.
- 2 To enhance comprehension abilities and vocabulary for academic and practical use.
- 3 To cultivate writing proficiency across various forms such as essays, reports, summaries, and personal responses.
- 4 To improve grammar, sentence structure, and coherence in written expression.
- 5 To engage with texts analytically and reflectively, encouraging independent thinking and articulation.

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

- 1 Identify and interpret main ideas, arguments, and tone in a given text.
- 2 Apply vocabulary and contextual clues to improve reading comprehension.
- 3 Compose coherent paragraphs and structured essays with clarity.
- 4 Demonstrate correct grammar, punctuation, and syntax in written work.
- 5 Critically analyse texts and respond with personal or analytical insights.

Pre-requisite of course:NA

Teaching and Examination Scheme

Theory Hours	Tutorial Hours	Practical Hours	ESE	IA	CSE	Viva	Term Work
3	0	0	0	30	20	25	25

Contents : Unit	Topics	Contact Hours
1	Grammar and Vocabulary: Parts of Speech,, Tenses, Types of Sentences, Subject Verb Agreement,, Uses of Auxiliaries (Primary and Modals), Active – Passive Transformations,, Word Formation,, Vocabulary Building.	15
2	Basic Reading Skills: How to read a Literary/ Non-Literary text, Techniques of Reading: Skimming and Scanning, Comprehension (Reading of Unseen Prose / Poem to comprehend), Transforming text from Visuals to Words	15

Contents : Unit	Topics	Contact Hours
3	Basic Writing Skills: Constructing a good paragraph, Topic sentence and Supportive Statements, Types of Paragraphs, Use of cohesion and coherence in a paragraph, Use of Transitional Words, Clincher, Expanding an idea, Comprehension and Precis Writing	15
Total Hours		45

Textbook :

- 1 Intermediate English Grammar, Murphy, Raymond, Cambridge University Press., 2002
- 2 Communication Skills for Technical Students, Farhatullah, T. M., Orient Black Swan, , 2002
- 3 Developing Writing Skills in English, Das, P. C, MacMillan Education, 1982
- 4 An Interactive Grammar of Modern English. , Verma, Shivendra K. & Hemlata Nagar., Frank Bros. & Co., 2002

References:

- 1 Advanced English Grammar, Advanced English Grammar, Murphy, Raymond., CUP, 2005
- 2 A High school English Grammar., A High school English Grammar., Wren & Martin., S. Chand Publication, 2024
- 3 Developing Communication Skills., Developing Communication Skills., Krishna Mohan & Meera Banerji, Macmillan Publishers India Ltd., 1990
- 4 A Workbook on Academic Reading and Writing Skills. , A Workbook on Academic Reading and Writing Skills. , Macmillan Education., Macmillan Education.,, 2011

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					
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 combined with discussion
- 2 Use of ICT tools
- 3 Assignments
- 4 Presentations
- 5 Workshops
- 6 Expert lectures

Instructional Method:

- 7 Self-study

Supplementary Resources:

- 1 www.gutenberg.org
- 2 www.newsela.org
- 3 www.readtheory.org
- 4 <https://owl.purdue.edu/>
- 5 <https://www.bbc.co.uk/learningenglish/>
- 6 www.quill.org