18ENG101 Communicative English

Objectives:
To help students obtain an ability to communicate fluently in English; to enable and enhance the students' skills in reading, writing, listening and speaking; to impart an aesthetic sense and enhance creativity.

Course Contents:

Unit I
Kinds of sentences, usage of preposition, use of adjectives, adverbs for description, Tenses, Determiners- Agreement (Subject – Verb, Pronoun- Antecedent) collocation, Phrasal Verbs, Modifiers, Linkers/ Discourse Markers, Question Tags

Unit II
Paragraph writing – Cohesion - Development: definition, comparison, classification, contrast, cause and effect - Essay writing: Descriptive and Narrative

Unit III
Letter Writing - Personal (congratulation, invitation, felicitation, gratitude, condolence etc.) Official (Principal / Head of the department/ College authorities, Bank Manager, Editors of newspapers and magazines)

Unit IV
Reading Comprehension – Skimming and scanning- inference and deduction – Reading different kinds of material –Speaking: Narration of incidents / stories/ anecdotes- Current News Awareness

Unit V
Prose: John Halt’s ‘Three Kinds of Discipline’ [Detailed]
Max Beerbohm’s ‘The Golden Drugget’ [Detailed]
Poems: Ogden Nash- ‘This is Going to Hurt Just a Little Bit’ [Detailed]
Wole Soyinka- ‘Telephone Conversation’ [Non-Detailed]
Kamala Das- ‘The Dance of the Eunuchs’ [Non-Detailed]
Short Stories: Edgar Allan Poe’s ‘The Black Cat’, Ruskin Bond’s ‘The Time Stops at Shamili’ [Non-Detailed]

CORE READING:
2. Syamala, V. *Speak English in Four Easy Steps*, Improve English Foundation Trivandrum: 2006
5. Online sources
References:
8. Murphy, Raymond, *Murphy’s English Grammar*, CUP, 2004
9. Online sources

AMRITA VISHWA Vidyapeetham
Arts & Sciences Undergraduate Programmes
Second Semester (2018 admission onwards)

18ENG121 Professional Communication 1-0-2-2

Objectives:
To convey and document information in a formal environment; to acquire the skill of self projection in professional circles; to inculcate critical and analytical thinking.

Unit I
Vocabulary Building: Prefixes and Suffixes; One word substitutes, Modal auxiliaries, Error Analysis: Position of Adverbs, Redundancy, misplaced modifiers, Dangling modifiers – Reported Speech

Unit II
Instruction, Suggestion & Recommendation - Sounds of English: Stress, Intonation
- Essay writing: Analytical and Argumentative

Unit III
Circulars, Memos – Business Letters - e-mails

Unit IV
Reports: Trip report, incident report, event report - Situational Dialogue - Group Discussion

Unit V
Listening and Reading Practice - Book Review

References
1. FelixaeEskey. *Tech Talk*, University of Michigan. 2005