

K.L.N. COLLEGE OF ENGINEERING

(AUTONOMOUS)

DEPARTMENT OF ENGLISH

Vision

- To provide an atmosphere to impart all the four language skills and imbibe necessity to know more about the language
- To inculcate fidelity to supplement technical education.
- To train the students with appropriate communication skills for enhancing their employability and higher studies

Mission

- To inculcate confidence among the students helping them to get placed and raise themselves at any situation
- To teach the students to adopt to the trivialities of English language.

**ENGLISH FOR TECHNICAL
COMMUNICATION**

(20HS101)

SYLLABUS

(Under Regulations 2020)

Semester – 1	20HS101- English for Technical Communication	L	T	P	C
		4	-	-	4
Total Periods - 45					

Course Objective

This course is designed for entry level Engineering and Technology curriculum enabling the students to learn, acquire and apply for their learning and career. The course is aimed at providing effective skills for promoting communication skills through English. Students will benefit in conversing with the peers, faculty and fellow professionals. The outcome of this course contains refined level of English proficiency by acquiring all four skills, listening, speaking, reading and writing to prepare them for global readiness.

Unit – 1 Focusing Language Development

Listening: Listening to TV News, Guest Lecturers, Note – taking

Speaking: Pronunciation Common Vocabulary – Technical Vocabulary – Answering Peer Questions – Conversation with Teacher

Reading: News magazines, Reading for unfamiliar words, Variety of News Items

Writing: Word formation – Auxiliary verbs – Modal Verbs – Sentence Types – Affirmative, Negative, Interrogative, Concord – Dialogue Writing, Letter to Principal / Director – Instructions using Auxiliary

Unit – 2 Grammar and Technical Reading

Listening: Listening to Peer Conversations – Brief Speeches – Listening for Specific Information – Recap of Speeches

Speaking: Wh Questions, Day today conversations, Telephonic enquiries official/formal enquiries

Reading: Technical Essays – Identifying Sentence Types – Classifying the verb patterns

Writing: Tenses – Simple Present, Present Progressive, Present Perfect, Present Perfect Continuous – Voice – Active & Passive – Précis Writing – Essay Writing

Unit – 3 Grammar and Language Development

Listening: TV interviews, Commentaries, Digital Videos for World Information

Speaking: Telephonic Conversation – Classroom Activities – Conversing Information.

Reading: Coherence, Development of Thoughts

Writing: Tenses – Simple Past, Past Progressive, Past Perfect, Past perfect continuous – Impersonal Passive-Narrating the past events, Letter to friend/father about Industrial Visit/Functions held – Narrating the past experience using Impersonal Passive voice

Unit – 4 Reading and Language Development

Listening: Listening to Dialects of English – British & American Regional

Speaking: Role Plays, Extempore, Responding to specific questions

Reading: Comprehensive passages, Reading for specific points

Writing: Tenses – Simple Future, Future progressive, Future Perfect, Future Perfect continuous – Definition – Phrases of Reason – Cause & Effect, Recommendations, Argumentative Essays, Letter to the Editor on Social Issues – Analytical Essays on Social hazards using Cause and Effect

Unit -5 Extended Writing

Listening: Listening to Technical Seminar speeches – Listening to achievers, eminent personalities – Dialects – Australian – African – Asian

Speaking: Welcome address, Compeering, Vote of Thanks, Peer debates

Reading: Texts on self-confidence, motivation, success path

Writing: Contracted forms, Conditionals, Articles, Preposition, Tense – ‘going to’ - Error Spotting, Sequence Words – Rearranging – Writing a Book Review – Summary writing – Rearranging Sentences using Sequence Words, Note Making

Course Outcomes

On the successful completion of the course, students will be able to

CO	Outcome	K Level
CO1	Listen, Comprehend and Correspond with others at various contexts	Understand
CO2	Speak legibly and fluently under various life-time situations by applying proper communication modules.	Apply
CO3	Read and understand a variety of writings and technical text by analyzing the meaning and language.	Analyze
CO4	Apply clear and legible writing skills in error free style in coherent manner	Apply
CO5	Remember and use various communicative skills in precise and efficient way on technological contexts	Remember
CO6	Form situational conversations and technical writing styles for interpersonal and effective communication	Create

Assessment Pattern

Bloom's Category	Centralized Internal Tests				End Semester Examination
	1	2	3	Model Test	
Remember	20	20	20	20	20
Understand	20	20	20	20	20
Apply	20	20	20	20	20
Analyze	20	20	20	20	20
Evaluate	-	-	-	-	-
Create	20	20	20	20	20

Text Book

1. Board of Editors. Using English A Course book for Undergraduate Engineers and Technologists. Orient Black Swan Limited, Hyderabad: 2015
2. Richards, C. Jack. Interchange Students' Book-2 New Delhi: CUP, 2015.

Reference Books

1. Murphy, Raymond English Grammar in Use with Answers: Reference and Practice for Intermediate Students, Cambridge: CUP, 2004
2. Thomson, A.J. and Martinet, A.V. A Practical English Grammar, OUP, New Delhi: 1986
3. Anne Laws, —Writing Skills, Orient Black Swan, Hyderabad, 2011

Course Contents and Lecture Schedule

Unit No - 1	Topic	Planned Date	Actual Date
1	Technical Vocabulary		
2	Word formation		
3	Auxiliary verbs		
4	Modal Verbs		
5	Sentence Types – Affirmative, Negative, Interrogative		
6	Concord		
7	Dialogue Writing		
8	Letter to Principal / Director		
9	Instructions using auxiliary		

Unit No - 2	Topic	Planned Date	Actual Date
1	Wh Questions		
2	Tenses – Simple Present, Present Progressive		
3	Tenses - Present Perfect, Present Perfect Continuous		
4	Voice – Active & Passive		
5	Précis Writing		
6	Essay Writing		
7	Articles		
8	Preposition		
9	Telephone Etiquettes		

Unit No - 3	Topic	Planned Date	Actual Date
1	Simple Past, past progressive		
2	Past Perfect, Past perfect continuous		
3	Impersonal Passive		
4	Narrating the past events		
5	Letter to friend/father		
6	Letter to Industrial Visit / Permission Letter		
7	Narrating the past experience using Impersonal Passive voice		
8	Definition		
9	Coherent markers		

Unit No - 4	Topic	Planned Date	Actual Date
1	Simple Future, Future progressive		
2	Future Perfect, Future Perfect continuous		
3	Phrases of Reason – Cause & Effect		
4	Recommendations		
5	Recommendations		
6	Letter to the Editor on Social Issues		
7	Letter to the Editor on Social Issues		
8	Argumentative Essays		
9	Analytical Essays on Social hazards using Cause and Effect		

Unit No - 5	Topic	Planned Date	Actual Date
1	Contracted forms		
2	Conditionals		
3	Tense – ‘going to’		
4	Error Spotting		
5	Sequence words – Rearranging		
6	Rearranging sentences using sequence words		
7	Writing a Book Review		
8	Summary Writing		
9	Note Making		

Course Level Assessment Questions

Course Outcome 1 (CO1):

1. Students are tested in listening to brief speech texts of general and technical nature.
2. Students will be put to test to answering questions and conversations
3. The understanding level of students will be tested for various contexts.

Course Outcome 2 (CO2):

1. Students are assessed by way of role play, self-introduction, situation based conversations.
2. Practices on developing dialogues, applying the concepts learned earlier and coming out with Sentence creations.
3. Exercises on skills related to tenses, vocabulary and grammatical aspects

Course Outcome 3 (CO3):

1. Students will be tested of their comprehending level with regard to texts.
2. Reading and understanding of words and their meanings will be tested
3. Students will be exposed to attempt objective type questions starting from True or False identification

Course Outcome 4 (CO4):

1. Students will be asked to apply appropriate vocabulary, grammatical elements for error free language
2. Tests on their knowledge about coherence and contextual learning will be introduced
3. Exercises on recommendations and error free texts will be given.

Course Outcome 5 (CO5):

1. Students will undergo tests on grasping the difference between common English and Technical English.
2. Elements of effective communicative skills will be exposed to students and their level of learning will be tested.
3. Exposure to precise presentation in effective manner will be made.

Course Outcome 6 (CO6):

1. Students will be asked to form effective conversation on given situations
2. Tests on creating situational responses and grammatical applications will be given.