

## English

<b>Course Code</b> HU- 100	<b>Credit Hours</b> 2-0
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### Course Description

The course is designed to develop all four skills -- listening, speaking, reading, and writing skills for the purpose of gaining an accredited qualification required for engineers. This course will provide an opportunity to students to recognize everyday text and take part in group discussions. Students will learn that effective communication involves trust, respect for others, cooperation, and tolerance. They will communicate information, ideas and opinions using specified forms and contexts. Students are encouraged to develop the skills associated with planning and organizing work activities and interacting with others as a part of a team. This course will help the students in further development of their basic literacy skills. These skills are required to participate confidently and constructively when interacting with others, and to use language clearly and effectively to achieve purposes and convey meanings.

### Text Book:

1. Practical English Grammar by A.J. Thomson and A.V. Martinet. Exercises 1.Third edition. Oxford University Press. 1997. ISBN 0194313492
2. Practical English Grammar by A.J. Thomson and A.V. Martinet. Exercises 2.Third edition. Oxford University Press. 1997. ISBN 0194313506
3. Writing. Intermediate by Marie-Christine Boutin, Suzanne Brinand and Françoise Grellet. Oxford Supplementary Skills. Fourth Impression 1993. ISBN 019 435405 7 Pages 20-27 and 35-41.
4. Reading. Upper Intermediate. Brian Tomlinson and Rod Ellis. Oxford Supplementary Skills.Third Impression 1992.ISBN 0 19 453402 2.

### Reference Book:

1. Cambridge English for Engineering by Mark Ibbotson
2. Oxford guide to English Grammar by John Eastwood (2002)
3. Finding your Academic Voice: A Students Guide to the Art of Academic Writing by Ann Everitt-Reynolds

4. Elements of Style for Writing Scientific Journal Articles by Stephen M. Griffies et al. 2013
5. Functional English Study Text 2015 ICAP (Institute of Chartered Accountants of Pakistan)
6. Barron's How to prepare for the TOFEL
7. College Writing Skills with Readings by John Langan
8. Technical Communication by Mike Markel
9. [www.youtube.com](http://www.youtube.com)
10. [www.google.com](http://www.google.com)

### Prerequisites

Nil

### ASSESSMENT SYSTEM FOR THEORY

	Without Project (%)	With Project/Complex Engineering Problems (%)
Quizzes	15	10-15
Assignments	10	5-10
Mid Terms	25	25
Project	-	5-10
End Semester Exam	50	45-50

### ASSESSMENT SYSTEM FOR LAB

Lab Work/ Psychomotor Assessment/ Lab Reports	70%
Lab Project/ Open Ended Lab Report/ Assignment/ Quiz	10%
Final Assesment/ Viva	20%

### Teaching Plan

Week No	Topics/Learning Outcomes
1	<p><b>PPT:</b> Basic Grammar Review</p> <p><b>Assignment 1:</b> Find out and read any interesting newspaper or magazine article on recent discoveries (from civil engineering is recommended)</p> <p><b>Videos and Practice activities</b> on <a href="http://Edpuzzle">Edpuzzle</a></p> <p>Twee</p> <p>Google Classroom</p>
2	<p><b>Handouts:</b> Different types of sentence structure, phrase structure, clause structure</p>

	<ul style="list-style-type: none"> <li>• Sentence Structure</li> <li>• Analysis of phrase</li> <li>• Practice in unified sentences</li> <li>• Clause and sentence structure</li> <li>• Punctuation &amp; Spelling</li> </ul> <p><b>Quiz 1:</b> On different types of sentences</p>
3	<p>PPT: Lecture on sentence structure</p> <p>Material used: PPT, Handouts, videos.</p> <p><b>Assignment 2:</b> Poster Making of Book Review</p>
4	<p><b>Advance Sentence Structure</b></p> <p><b>Principles of writing effectively from Book Technical Communication by Mike Markel</b></p> <p><b>Quiz 2:</b> Sentence improvement</p>
5	<p><b>PPT:</b> How to read critically.</p> <p><b>Handouts:</b> Reading passages</p> <p><b>Videos:</b> Reading critically by snap language</p> <p>Practice Material: Reading articles</p> <p><b>Practice activity:</b> <u><a href="https://www.google.com">Redefining Geospatial Intelligence (google.com)</a></u></p>
6	<p><b>Practice Activities for Reading</b></p> <p><u><a href="https://ielts-writing.info">IELTS Exam - IELTS Reading Samples (ielts-writing.info)</a></u></p> <p><u><a href="https://www.cracksat.net">SAT Grammar Practice Test: Sentence Structure 1 CrackSAT.net</a></u></p> <p><b>Assignment 3:</b> Public Speaking</p> <p>Each member will prepare his/her own speech for 3 minutes.</p> <p>Students will be evaluated by using rubric.</p> <p><b>Quiz 3:</b> Reading Comprehension</p>
7	<p><b>PPT:</b> Public Speaking</p>
8	<p><b>Assignment 4:</b> Public Speaking by the students will be conducted and evaluated.</p>
	<p><b>MSE</b></p>
9	<p><b>Assignment 5:</b> Group Activity, Group Discussion</p> <p>Students will be given topics to discuss in group.</p> <p>Preparation time: 2 mins</p> <p>GD Time: 5 mins.</p> <p>Students will be evaluated by using rubric Group Discussions will be</p>

	conducted and evaluated
10	Paragraph writing techniques form book <b>Technical Communication by Mike Markel</b> Types of Paragraphs Chapter Three from the Book by Adam Turner on Structure of Paragraph <b>Book:</b> College Writing Skills with Readings by John Langan
11	Definition, Characteristics, Types, Organization, Common methods of beginning, Cohesion, Coherence, Practice activities <b>Book:</b> College Writing Skills with Readings by John Langan <b>Quiz 4:</b> Paragraph improvement/ Paragraph writing
12	<ul style="list-style-type: none"> <li>• CV/Resume Writing, Cover Letter, Memo writing</li> <li>• Topics will be given for final presentations.</li> </ul>
13	<b>Content of Presentation</b> <b>Case-studies:</b> Students were taught, what is case-study? <b>Students were instructed to find any interesting case study from any field and develop presentation.</b> <b>Quiz 5:</b> Memo-writing by giving situation
14	<b>Lecture</b> on Presentation Skills <b>Presentation Skills Checklist:</b> <a href="https://www.ed.ac.uk/files/atoms/files/presentation_skills_checklists_independent_study_version.pdf">https://www.ed.ac.uk/files/atoms/files/presentation_skills_checklists_independent_study_version.pdf</a>
15	• <b>Assignment 6:</b> Final Presentations
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18	<b>End Semester Exam</b>

**Practical:** Nil