COURSE DESCRIPTION: The course aims to provide ample guidance and practice to students in sentence building, correct usage, comprehension, written composition, and other allied areas like listening and speaking skills to equip the students to communicate effectively in oral and written English. It will further help students to comprehensively use acquired skills in learning communication skills and technical report writing in subsequent semesters.

TEXT AND MATERIAL

Textbooks:

1. Grammar

2. Writing

3. Reading/Comprehension

COURSE LEARNING OUTCOMES:

Upon successful completion of the course, the student should be able to:

<table>
<thead>
<tr>
<th>S No</th>
<th>CLO Statement</th>
<th>PLO</th>
<th>Learning Domain and Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>To get understanding of grammatical rules, composition / construction of sentences and comprehension of English; aiming to accrue strong foundation in relevant language skills.</td>
<td>PLO-10</td>
<td>C1</td>
</tr>
</tbody>
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ASSESSMENT SYSTEM:

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>10-15%</td>
</tr>
<tr>
<td>Assignments</td>
<td>5-10%</td>
</tr>
<tr>
<td>OHTs</td>
<td>30-40%</td>
</tr>
<tr>
<td>ESE</td>
<td>40-50%</td>
</tr>
</tbody>
</table>
### TOPICS COVERED WITH THEIR CONTRIBUTION TO PLOs:

<table>
<thead>
<tr>
<th>Week No</th>
<th>Description</th>
<th>Quizzes</th>
<th>Assignment</th>
<th>CLO No</th>
</tr>
</thead>
</table>
| 1       | Functional English.  
1. Basics of Grammar |          |            |        |
| 2       | Functional English.  
1. Parts of speech and use of articles |          |            |        |
| 3       | Functional English.  
1. Sentence structure |          |            |        |
| 4       | Functional English.  
1. Active and passive voice |          |            |        |
| 5       | Functional English.  
1. Practice in unified sentence |          |            |        |
| 6       | Functional English.  
2. Analysis of phrase | 01       | 01         | 1      |
| 7       | **OHT-1** |          |            |        |
| 8       | Functional English.  
1. Clause and sentence structure |          |            |        |
| 9       | Functional English.  
2. Transitive and intransitive verbs | 02       | 01         |        |
| 10      | Functional English.  
3. Punctuation and spelling |          |            |        |
| 11      | Comprehension  
1. Answers to questions on a given text |          |            |        |
| 12      | Discussion  
1. General topics and every day conversation (topics for discussion to be at the discretion of the teacher keeping in view the level of students) |          |            |        |
| 13      | **OHT-2** |          |            |        |
| 14      | Listening  
1. To be improved by showing documentaries/films carefully selected by subject teachers)  
2. |          |            |        |
| 15      | Translation skills  
1. Urdu to English |          |            |        |
| 16      | Paragraph writing  
1. Topics to be chosen at the discretion of the teacher |          |            |        |
| 17      | Presentation skills  
1. Introduction Extensive reading is required for vocabulary building |          |            |        |
| 18      | **END SEMESTER EXAMINATION** | 01       | 0          | 1      |