
	PIMPRI CHINCHWAD EDUCATION TRUST'S Pimpri Chinchwad college of engineering & Research, Ravet, Pune	
Academic Year: 2022-23 Term - I/II	Language and Communication Skills Syllabus- FE	Record No.: ACAD/R/ 09-A

Course Coordinator: Dr Jyothi Ramesh Pai

Detailed contents

Course Objectives

1. To develop proficiency in receptive skills of Listening and Reading in the English language
2. To develop proficiency in productive skills, speaking and writing in English
3. To develop a better vocabulary in the English language
4. To be able to construct sentences and speak clearly
5. Be able to pronounce words correctly and articulate sentences

Course Outcomes:

At the end of the course, the student will be able to:

1. Demonstrate proficiency in Listening, Speaking, Reading, and Writing skills
2. Construct sentences using appropriate words based on the situation.
3. Communicate effectively by articulating sentences and pronouncing words
4. Establish a leadership culture among students
5. Enhance the student's ability to communicate effectively.

Programme Objectives

1. Demonstrate effective communication at various levels.

Syllabus

1. Vocabulary Building

- 1.1 The concept of Word Formation
- 1.2 Root words from foreign languages and their use in English
- 1.3 Acquaintance with prefixes and suffixes from foreign languages in English to form

derivatives

1.4 Synonyms, antonyms, and standard abbreviations

II Basic Writing Skills

2.1 Sentence Structures

2.2 Use of phrases and clauses in sentences

2.3 Importance of proper punctuation

2.4 Creating coherence

2.5 Organising principles of paragraphs in documents

2.6 Techniques for writing precisely

III Identifying Common Errors in Writing

3.1 Subject-verb agreement 3.2 Noun-pronoun agreement 3.3 Misplaced modifiers

3.4 Articles

3.5 Prepositions

IV. Oral Communication

(This unit involves interactive practice sessions in Language Lab)

Listening Comprehension, Pronunciation, Intonation, Stress and Rhythm

Common Everyday Situations: Conversations and Dialogues, Communication at Workplace

V. Grammar

1. Verb Tense, Irregular verbs, Conjunctions, Coordinating conjunctions, Pronouns, adjectives and adverbs, prepositions, articles,

2. Punctuations-Commas, semicolons, full stops, capitals, apostrophes, dashes, hyphens and ellipses

4. Sentence Structure, components of a sentence-Active and Passive sentences sentence structure, parallel structure

VI Critical thinking and Decision-making

Observation, analysis, interpretation, reflection, evaluation, inference, explanation, problem-solving, and decision making

VII Summarising and Paraphrasing

- Read and Make Notes. Carefully read the text that you want to paraphrase. ...
- Find Different Terms. ...
- Put the Text into Your Own Words. ...
- Check Your Work. ...
- Get a General Idea of the Original. ...

- Check Your Understanding. ...
- Make Notes. ...
- Write Your Summary.

References:

Reference Books:				
Code	Name of Book	Author	Publication	Edition/Year
T1	“Soft Skills- An integrated approach to maximize personality	R. Gajendra Singh Chauhan, Sangeeta Sharma	ISBN: 987-81-265-5639-7,	First Edition 2016, Wiley
T2	"English grammar and Composition",	Wren and Martin,	S. Chand publications	
T3	R. S. Aggarwal	A modern approach to verbal reasoning",	S. Chand publications	

Reference Books:				
Code	Name of Book	Author	Publication	Edition/Year
R3	Schaum’s Outline of English Grammar	Eugene Ehrlich, Daniel Murphy	McGraw Hills.	
R4	A Guide to Writing as an Engineer	David F. Beer, David A. McMurrey	978-1-118-30027-5	4th Edition, 2014, Wiley.