

BAPATLA ENGINEERING COLLEGE
(AUTONOMOUS)

Department of English

Communicative English(20EL001)

I B.Tech (Theory)

Lectures: 4 Periods/Week
Sem End Exam Duration: 3 hours

Continuous Assessment: 30M
Sem End Exam : 70M

Course Schedule: I B.Tech – I Semester (CIV, CSE, EEE & EI)
I B.Tech – II Semester (ECE, IT& Mech)
Credits: 3

UNIT-I	L	P	T
	12	0	0
1.1 Vocabulary Development: Word formation-Formation of Nouns, Verbs & Adjectives from Root words-Suffixes and Prefixes			
1.2 Essential Grammar: Prepositions, Conjunctions, Articles			
1.3 Basic Writing Skills: Punctuation in writing			
1.4 Writing Practices: Mind Mapping, Paragraph writing (structure-Descriptive, Narrative, Expository & Persuasive)			
UNIT-II	L	P	T
	10	0	0
2.1 Vocabulary Development: Synonyms and Antonyms			
2.2 Essential Grammar: Concord, Modal Verbs, Common Errors			
2.3 Basic Writing Skills: Using Phrases and clauses			
2.4 Writing Practices: Hint Development, Essay Writing			
UNIT-III	L	P	T
	10	0	0
3.1 Vocabulary Development: One word Substitutes			
3.2 Essential Grammar: Tenses, Voices			
3.3 Basic Writing Skills: Sentence structures (Simple, Complex, Compound)			
3.4 Writing Practices: Note Making			
UNIT-II	L	P	T
	10	0	0
4.1 Vocabulary Development: Words often confused			
4.2 Essential Grammar: Reported speech, Common Errors			
4.3 Basic Writing Skills: Coherence in Writing: Jumbled Sentences			
4.4 Writing Practices: Paraphrasing & Summarising			

Reference Books

- ❖ Communication Skills, Sanjay Kumar & Pushpa Latha. Oxford University Press: 2011.
- ❖ Practical English Usage, Michael Swan. Oxford University Press: 1995.
- ❖ Remedial English Grammar, F.T.Wood. Macmillan: 2007.
- ❖ Study Writing, Liz Hamp lyons & Ben Heasley. Cambridge University Press:2006

Communicative English

Course Objectives

The course aims

- at enhancing the vocabulary competency of the students
- to enable the students to demonstrate proficiency in the use of written English, including proper spelling, grammar, and punctuation
- to enhance theoretical and conceptual understanding of the elements of grammar
- understand and apply the conventions of academic writing in English
- to enhance the learners' ability of communicating accurately and fluently

Course Outcomes

The students would be able to

- understand how to build academic vocabulary to enrich their writing skills
- produce accurate grammatical sentences
- analyse the content of the text in writing
- produce coherent and unified paragraphs with adequate support and detail

CO-PO Mapping

Sr No	Outcome	KL
I	understand how to build academic vocabulary to enrich their writing skills	K2
II	produce accurate grammatical sentences	K3
III	analyse the content of the text in writing	K4
IV	produce coherent and unified paragraphs with adequate support and detail	K3

CO/PSO	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	PSOI	PSOII
I								2		3	2	2	2	1
II								2		3	2	2	2	1
III								2		3	2	2	2	1
IV								2		3	2	2	2	1

BAPATLA ENGINEERING COLLEGE

(AUTONOMOUS)
Department of English
English Communication Skills Laboratory (20ELL01)
I B.Tech (Laboratory)

Lectures: 3 Periods/Week

Continuous Assessment: 70M

Sem End Exam Duration: 3 hours

Sem End Exam : 30M

Course Schedule: I B.Tech – I Semester (CIV, CSE, EEE & EI)

I B.Tech – II Semester (ECE, IT& Mech)

Credits: 1.5

UNIT-I

- 1.1 Listening Skills; Importance – Purpose- Process- Types
- 1.2 Barriers to Listening
- 1.3 Strategies for Effective Listening

UNIT-II

- 2.1 Phonetics; Introduction to Consonant, Vowel and Diphthong sounds
- 2.2 Stress
- 2.3 Rhythm
- 2.4 Intonation

UNIT-III

- 3.1 Formal and Informal Situations
- 3.2 Expressions used in different situations
- 3.3 Introducing Yourself & Others-Greeting & Parting-Congratulating-Giving Suggestions & Advices-Expressing Opinions-Inviting People-Requesting-Seeking Permission-Giving Information- Giving Directions- Sympathizing- Convincing People- Complaining & Apologizing-Thanking Others- Shopping- Travelling- Conversational Gambits

UNIT-IV

- 4.1 JAM Session
 - 4.2 Debates
 - 4.3 Extempore
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Reference Books:

- ❖ Communication Skills, Sanjay Kumar and Pushpa Lata. Oxford University Press. 2011
- ❖ Better English Pronunciation, J.D. O' Connor. Cambridge University Press:1984
- ❖ New Interchange (4th Edition), Jack C Richards. Cambridge University Press:2015
- ❖ English Conversation Practice, Grant Taylor. Mc Graw Hill:2001

Software:

- ❖ Buzzers for conversations, New Interchange series
- ❖ English in Mind series, Telephoning in English
- ❖ Speech Solutions, A Course in Listening and Speaking

English Communication Skills (ECS) Lab

English Communication Skills (ECS) Lab focuses on the production and practice of sounds of language and familiarizes the students with the use of English in everyday situations both in formal and informal contexts. To facilitate computer-assisted multi-media instruction enabling individualized and independent language learning

Course Objectives:

- to sensitize the students to the nuances of English speech sounds, word accent, intonation and rhythm
- to bring about a consistent accent and intelligibility in students' pronunciation of English by providing an opportunity for practice in speaking
- to improve students' fluency in English and neutralize their mother tongue
- to make them use effective vocabulary both in formal and informal situations

Course Outcomes:

The student would be able to

- better understand the nuances of English language through audio- visual experience and group activities
- develop neutralization of accent for intelligibility
- build confidence to enhance their speaking skills
- use effective vocabulary both in formal and informal situations

CO-PO Mapping

Sr No	Outcome	KL
I	better understand the nuances of English language through audio-visual experience and group activities	K2
II	develop neutralization of accent for intelligibility	K4
III	build confidence to enhance their speaking skills	K2
IV	use effective vocabulary both in formal and informal situations	K4

CO/PSO	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	PSOI	PSOII
I									3	3	2	2	2	1
II									2	3	2	2	2	1
III									3	3	2	2	2	1
IV									3	3	2	2	2	1

BAPATLA ENGINEERING COLLEGE
(AUTONOMOUS)

Department of English

Soft Skills Laboratory(20ELL02)

III B.Tech

Lectures: 3 Periods/Week

Continuous Assessment: 30M

Sem End Exam Duration: 3 hours

Sem End Exam : 70M

Course Schedule: III B.Tech – I Semester (Civ, CSE&EEE)

III B.Tech – II Semester (ECE, EIE, IT& Mech)

Credits: 1

UNIT-I

1. Body Language & Identity Management

- a. Facial Expressions – Kinesics - Occulesics
- b. Haptics - Proxemics
- c. Para Linguistics
- d. Appearance
- e. Identity Management Communication

2. Emotional Intelligence & Life Skills

- a. Self Awareness through Johari Window and SWOC analysis
- b. Self Motivation
- c. Empathy
- d. Assertiveness & Managing Stress
- e. Positive Attitude
- f. Time Management
- g. Goal Setting: Short term, Long Term, Vision, Mission.

3. Business Presentations

- a. Preparing effective Presentations Power Point Presentations
- b. Power Point Presentations
- c. Using Visual Aids
- d. Mock Presentations

4. Employability Skills

- a. Group Discussion
 - b. Team Building and Leadership Qualities
 - c. Interview Skills
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Reference Books:

- ❖ Personality Development and Soft skills (Second Edition), Barun K. Mithra. Oxford University Press: 2016
- ❖ The Definitive Book of Body Language, Allan & Barbara. Pease International:2004

- ❖ Working with Emotional Intelligence, Daniel Goleman. Bloomsbury:1998
- ❖ English for Jobseekers, Lina Mukhopadhyay. Cambridge University Press:2013
- ❖ The 7 Habits of Highly Effective People, Stephen R.Covey. St. Martin's Press:2014

Soft Skills Lab

Course Objectives

- to make the engineering students aware of the importance, the role and the content of soft skills through instruction, knowledge acquisition, demonstration and practice.
- to know the importance of interpersonal and intrapersonal skills in an employability setting
- actively participate in group discussions / interviews and prepare & deliver presentations
- function effectively in multi-disciplinary and heterogeneous teams through the knowledge of team work, Inter-personal relationships, stress management and leadership quality

Course Outcomes

The students would be able to

- use appropriate body language in social and professional contexts
- demonstrate different strategies in presenting themselves in professional contexts
- analyze and develop their own strategies of facing the interviews successfully
- develop team coordinating skills as well leadership qualities

CO-PO Mapping

Sr No	Outcome	KL
I	use appropriate body language in social and professional contexts	K3
II	demonstrate different strategies in presenting themselves in professional contexts	K3
III	analyze and develop their own strategies of facing the interviews successfully	K4
IV	develop team coordinating skills as well leadership qualities	K4

CO/PSO	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	PSOI	PSOII
I								1	2	3	1	2	2	1
II								1	1	3	1	2	2	1
III								1	1	3	1	2	2	1
IV								1	3	3	1	3	2	1

BAPATLA ENGINEERING COLLEGE
(AUTONOMOUS)

Department of English

Technical English (20EL002)

II B.Tech (Theory)

Lectures: 3 Periods/Week

Sem End Exam Duration: 3 hours

Continuous Assessment: 30M

Sem End Exam : 70M

Course Schedule: II B.Tech – I Semester (ECE, IT & EEE)

II B.Tech – II Semester (CSE, CIV, EI & Mech)

Credits: 2

UNIT-I	L	P	T
	12	0	0
1.1 Vocabulary Development: Familiarising Idioms & Phrases			
1.2 Grammar for Academic Writing: Making Requests			
1.3 Language Development: Using Transition & Link words			
1.4 Technical Writing: Letter Writing & Email Writing			
UNIT-II	L	P	T
	10	0	0
2.1 Vocabulary Development: Analogous words, Gender Sensitive language			
2.2 Grammar for Academic Writing: Tenses: Simple Past /Present Perfect, The Future: Predicting & Proposing			
2.3 Language Development: Cloze tests			
2.4 Technical Writing: Technical Reports			
UNIT-III	L	P	T
	10	0	0
3.1 Vocabulary Development: Abbreviations& Acronyms			
3.2 Grammar for Academic Writing: Describing(People/Things/Circumstances) : Adjectival & Adverbial groups			
3.3 Language Development: Transcoding (Channel conversion from chart to text)			
3.4 Technical Writing: Circular, Memos, Minutes of Meeting			
UNIT-IV	L	P	T
	10	0	0
4.1 Vocabulary Development: Corporate vocabulary			
4.2 Grammar for Academic Writing: Inversions & Emphasis			
4.3 Language Development: Reading Comprehension			
4.4 Technical Writing: Resume Preparation			

Reference Books

- ❖ Communication Skills, Sanjay Kumar & Pushpa Latha. Oxford University Press: 2011.
- ❖ Technical Communication Principles and Practice. Oxford University Press: 2014.
- ❖ Advanced Language Practice, Michael Vince. MacMilan Publishers: 2003.
- ❖ Objective English (Third Edition), Edgar Thorpe & Showick. Pearson Education: 2009
- ❖ English Grammar: A University Course (Second Edition), Angela Downing & Philip Locke, Routledge Taylor & Francis Group: 2016

Technical English

Course Objectives

The course aims

- at enhancing the vocabulary competency of the students
- to introduce corrective measures to eliminate grammatical errors in speaking and writing
- to learn writing as a process, including various invention heuristics (such as brainstorming), gathering evidence, considering audience, drafting, revising, editing, and proofreading
- use grammatical, stylistic, and mechanical formats and conventions appropriate for a variety of purposes
- produce coherent, organized, readable prose for a variety of rhetorical situations

Course Outcomes

The student would be able to

- make use of contextual clues to infer meanings of unfamiliar words from context
- understand how to apply technical information and knowledge in practical documents for a variety of purposes
- use grammatical, stylistic, and mechanical formats and conventions appropriate to various audiences and disciplines
- build confidence to participate actively in writing activities (individually and in collaboration) that model effective technical communication in the workplace

CO-PO Mapping

Sr No	Outcome	KL
I	make use of contextual clues to infer meanings of unfamiliar words from context	K3
II	understand how to apply technical information and knowledge in practical documents for a variety of purposes	K3
III	analyse the content of the text in writing use grammatical, stylistic, and mechanical formats and conventions appropriate to various audiences and disciplines	K4
IV	build confidence to participate actively in writing activities (individually and in collaboration) that model effective technical communication in the workplace	K2

CO/PSO	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	PSOI	PSOII
I							1	2		3	2	2	2	1
II								2		3	2	2	2	1
III								2		3	2	2	2	1
IV								2	2	3	2	2	2	1
