Technical English

II B.Tech – I &II Semesters (Code: 20EL02)

Lectures	4	Tutorial	0	Problem Solving	0	Practical	0	Credits	3
Continuous Internal Assessment			30	Semester End Examination (3 Hours)					70

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
I	Make use of contextual clues to infer meanings of unfamiliar words from context
II	Understand how to apply technical information and knowledge in practical documents for a variety of purposes
III	Analyse the content of the text in writing use grammatical, stylistic, and mechanical formats and conventions appropriate to various audiences and disciplines
IV	Build confidence to participate actively in writing activities (individually and in collaboration) that model effective technical communication in the workplace

CO's	PO's												PSO's		
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
CO1	-	-	-	-	-	-	-	2	2	3	2	2	-	2	-
CO2	-	-	-	-	-	-	-	2	2	3	2	2	-	2	-
CO3	-	-	-	-	-	-	-	2	2	3	2	2	-	2	-
CO4	-	-	-	-	-	-	-	2	2	3	2	2	-	2	-

BAPATLA ENGINEERING COLLEGE
(AUTONOMOUS)
Department of English
Technical English
(20EL02)
II B.Tech (Theory)

Lectures: 3 Periods/Week   Continuous Assessment: 30M
Sem End Exam Duration: 3 hours   Sem End Exam   : 70M

Course Schedule: II B.Tech – I Semester (EEE & IT)
II B.Tech – II Semester (AIML, CE, CSE, CB, DS, ECE & EI)

Credits: 3

UNIT-I

1.1 Vocabulary Development: Familiarising Idioms & Phrasal Verbs
1.2 Grammar for Academic Writing: Making Requests
1.3 Language Development: Using Transition & Link words
1.4 Technical Writing: Letter Writing & Email Etiquette

UNIT-II

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

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

1.1 Vocabulary Development: Corporate vocabulary
1.2 Grammar for Academic Writing: Employing Inversions for Emphasis
1.3 Language Development: Reading Comprehension
1.4 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