

COURSE TITLE : ENGLISH PAPER III
COURSE CODE : 3122
COURSE CATEGORY : B
PERIODS/WEEK : 3
PWERIODS/SEMESTER : 54
CREDITS : 3

TIME SCHEDULE

MODULE	TOPIC	PERIODS
I	Text: The Summer of the Beautiful White Horse Grammar Practice telephone conversation	11
	Test I	1
II	Text: The Address Grammar Drafting Memo Practice formalities in speech	11
	Test II	1
III	Text: Ranga's Marriage Grammar Designing Advertisements Practice Greeting/Thanking people	11
	Test III	1
IV	Text: Albert Einstein at School Grammar Comprehension/summarizing Practice asking permission/apologizing/congratulating Writing informal letters Practice making enquiries/replies/complaints	17
	Test IV	1
	TOTAL	54

AIM

At the third semester, the learner is trained to achieve a sound improvement in the quality of learning process. The Syllabus lays stress on subtle ways of expression which enables the student to handle intricate interactive situations. It aims at familiarizing the students with the culture of English language, its special mode of communication, introducing the usual formalities in special like self introduction, greeting, thanking, apologizing, congratulating etc. Class assignments are promoted which help them to cast away their shyness and diffidence to speak in public. Coherence of ideas is emphasized where thrust is given to specific forms of business communications. The exercises on writing advertisements, summarizing, conducting telephone conversation etc., will help them to fulfill unique language needs.

OBJECTIVES

- 1.2.1 Get acquainted with a variety of prose pieces and their styles
- 1.2.2 Underscore diverse forms of speech
- 1.2.3 Perceive the modalities of telephone conversation
- 1.2.4 Handle the powerful medium of advertisement
- 1.2.5 Learn catchy phrases and usages
- 1.2.6 Master the art of comprehension to widen the learner's perspective
- 1.2.7 Cultivate the skill of letter writing (Informal)
- 1.2.8 Achieve compactness and economy in writing by practicing summarizing
- 1.2.9 Highlight interpretation reading
- 1.2.10 Form an idea about the transformation of sentence.

STUDY MATERIALS

NCERT Supplementary Reader in English for Class XI— Snapshots (First Four Chapters Of the text)

Grammar - Part II Sentence Structures from Contemporary English Grammar
Chapters XXIII to XXVII

SUGGESTED READING

1. Essentials of Business Communication': Rajendra Pal and J.S., Korlahali
(Sulthan Chand Publication)
2. Learner's English Grammar and Composition :N D V Prasad Rao,
(S Chand & Co Ltd,
3. English for Technical Communication)
4. English for Technical Communication:Vol. I & II(Combined edition) : K..R Lakshmi
Narayanan
(SCITECH Publication (India) Ltd., Chennai