SYNERGY SCHOOL OF ENGINEERING

Subject	COMMUNICATIVE ENGLISH
Subject Code	TH-1(a)
Academic Year	2023-24
Semester	2nd Sem
Date of Commencement & last date of Instruction	Sec-A (compsc + elect)
Section/Branch	04·08·2024
Faculty Name	S.K BEHERA
Lecture Duration	1 hour
Books Recommended	Invitation to English, Book-1, (for +2 students), CSHE (2016 reprint), Odisha Invitation to English, Book-2, (for +2 students), CSHE (2016 reprint), Odisha

Lecture No.	UNIT NO	Details of Topic to be Taught	Proposed Date	Taught Date	Slippage if any	% Course Coverage	Remarks
1		**Introduction class**					
2	LITERAT URE APPRECI ATION	Skimming and scamming .					
3		Skimming and scamming .					
4		Close reading for inference and evaluation					
5		Close reading for inference and evaluation					
6		Main idea and supporting points .					
7		Main idea and supporting points .					
8		Note- making summerization					
9		Note- making summerization					
10		Unseen paragraph and title writting					
11		Unseen paragraph and title writting					
12		Unseen paragraph and title writting					
13		Unseen paragraph and title writting					
14		Standing up for yourself					
15		Standing up for yourself					
16		Inchacape rock by Robert southey					
17		Inchacape rock by Robert					

		southey					
18		The magic of team work					
19		The magic of team work					
20		To my true friend					
21		To my true friend					
22	**VOCABULARY**	Use of synonyms, antonyms					
23		Use of synonyms, antonyms					
24		Same word used in different situations in different meaning					
25		Same word used in different situations in different meaning					
26		Single word substitute					
27	**APPLICATION OF ENGLISH GRAMMER**	Countable an Uncountable Noun					
28		Countable an Uncountable Noun					
29		Articles and Determiners					
30		Articles and Determiners					
31		Modal Verbs					
32		Tenses					
33		Voice-change					
34		Subject-verb Agreement					
35	**FORMAL WRITING SKILL**	Paragraph writing					
36		Paragraph writing meaning					
37		Features of Paragraph Writing (Topic Statement, Supporting Points and Plot					
38		Compatibility) Developing Ideas into Paragraphs (Describing Place/ Person/ Object /Situation and any					
39		general topic of interest) . Notice					
40		Agenda					
41		Report writing (Format of a Report, Reporting an event / news)					
42		Writing personal letter					
43		Letter to the Principal, Librarian, Head of the Deptt, and Hostel Superintendent					

44		Writing Business letters Layout of a Business Letter					
45		Letter of Enquiry, Placing an Order, Execution of an Order, Complaint, Cancellation of an					
46		order(Features, Format and example)					
47		Compatibility) Developing Ideas into Paragraphs					
48		Compatibility) Developing Ideas into Paragraphs					
49		Job application and C.V.(Features, Format and example)					
50	**ELEMENTS OF COMMUNICATION**	Introduction to communication					
51		Elements of communication					
52		Features of communicatiion					
53		Process of communication					
54		Professional communication and its meanin					
55		Types of professional communication					
56		Types of professional communication					
57		Non verbal communication					
58		Non verbal communication					
59		Types of non verbal communication					
60		Types of non verbal communication					

Behera
1.02.24