

## SARDAR PATEL UNIVERSITY

## Vallabh Vidyanagar, Gujarat

(Reaccredited with 'A' Grade by NAAC (CGPA 3.25) Syllabus with effect from the Academic Year 2021-2022

B. Sc.-M. Sc. Integrated Course Semester: II English

Course Code	IS02AENG51	Title of the Course	English for Communication-II
Total Credits of the Course	02 (Five)	Hours per Week	Two Hours

	1. To acquaint students with various features of Reading and Writing Skills
Objectives:	2. To enable students as independent communicators of English

**Course Content** Weightage\* Unit Description (%) 50% 1. **Reading and Writing Skills** (i) Reading, Understanding and Comprehension (ii) Letter Writing: Formal and Informal Report Writing: For the Press and Business (iii) (iv) Writing Notice and Minutes **English Grammar** 50% 2. (i) Types of Nouns and Pronouns (ii) Articles **Prepositions** (iii) (iv) Concord or Subject-Verb Agreement

Learning 2.Assignments Methodology 3. Tutorials
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Evalu	ation Pattern	
Sr. No.	Details of the Evaluation	Weightage





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1.	Internal Written / Practical Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

Cou	Course Outcomes: Having completed this course, the learner will be able to	
1.	Understand how English in general is different from the English for Business Communication	
2.	Get the practice of writing various types of reports in English	
3.	Get the practice of how to make the correct use of different grammatical items	

Sugges	ted References:	
Sr. No.	References	
1.	Business English Pearson Education, 2008	
2.	Practical English Grammar Thomson A. J. and Martinet A. V., 1997	
3.	Living English Structure Harold Byron Allen, Pearson Education, 2009	

On-line resources to be used if available as reference material
1. Articles, Lectures and Explanations available on the net
2.e-books on the net

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