Lok Jagruti Kendra University
University with a Difference

Diploma
in
Computer Engineering

LJ Polytechnic

Course Code: 025020102

English

Programme / Branch Name	Diploma in Computer Engineering				
Course Name	English			**Course Code**	025020102
Course Type	HSSC	BSC	ESC	PCC	OEC	PEC

Legends:
HSSC: Humanities and Social Sciences Courses
ESC: Engineering Science Courses
OEC: Open Elective Courses

BSC: Basic Science Courses
PCC: Program Core Courses
PEC: Program Elective Courses

1. Teaching and Evaluation Scheme

Teaching Hours / Week / Credits				Evaluation Scheme			
L	**T**	**P**	**Total Credit**	**CCE**	**SEE (Th)**	**SEE (Pr)**	**TOTAL**
4	0	0	4	50	50	-	100

Legends:

L: Lectures   T: Tutorial   P: Practical
CCE: Continuous & Comprehensive Evaluation
SEE (Th):   Semester End Evaluation (Theory)
SEE (Pr):   Semester End Evaluation (Practical)
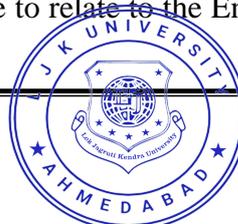
2. Prerequisites

- ✓ Basic Knowledge of Grammar
- ✓ Listening, Speaking, Reading and Writing Skills as acquired in Secondary Education.
- ✓ Activities and other practices for confidence building and public speaking.

3. Rationale

English language has become a dire need especially in industry where almost all service manuals, installation and commissioning manuals are in English and a technologist has to interpret them correctly. Therefore, the Basic English reading and writing skills have become almost mandatory for employment in the industry. Also, speaking and listening skills are equally essential to express one's views and to maintain balanced group behavior by understanding each other at the work place. Hence English language is being offered for engineering diploma students.

4. Objectives

- ✓ The objective of the course is to develop all the four skills of language learning in the learner-listening, speaking, reading and writing.
- ✓ At the end of the course the student will be able to comprehend, improve vocabulary, grammatical ability, and enhance writing skills with the added knowledge of British and American English.
- ✓ Various activities, worksheets and other practical methods of teaching will enable the students to explore and improve speaking skills, boosting up the confidence, creativity and connectivity to the outside world in turn.
- ✓ It is aimed that at the end of this course the student will be able to relate to the English language as a language of communication in their everyday affairs.

5. Contents

Unit No.	Unit Name	Topics	Learning Outcome	% Weightage	Hrs.
1	**Induction and Grammar**	1.1. Importance of English Language 1.2. Basic Grammar Rules 1.3. Parts of Speech 1.4. Punctuations 1.5. Tenses 1.6. Determiners 1.7. Subject Verb Agreement 1.8. Auxiliaries 1.9. Prepositions 1.10. Connectors	• The learners will be clear about why they should learn English language. • They will also know that how will they learn and nourish their language throughout the semester. • The learners will know the importance of English language in different technical branches and areas. • The learnings will encourage the learners to bring in mind their own ideas and views. • It will Enhance creativity and keep their mind mentally active and fit. • The learnings will inspire learners to study new topics. • The learnings will improve IQ level, cognitive ability and concentration power. • Helps learners to open up publically. • The learners will have developed critical thinking and sentence structuring skills. • The learnings will improve the quality of writing of learners. • It will Increase the ability to communicate with different people in persuasive manner. • The learners will be able to learn to put the proper punctuation marks to enhance the impact of their ideas, as well as its knowledge would enable them to comprehend language in a better/proper way.	15	14
2	**Listening Skills**	2.1. Concept of Listening Skills 2.2. Listening Practice 2.3. Daily Life Conversation	• It will develop analytical skills in learners and teach them to understand what is said between the lines • Enables learners to learn correct pronunciations and intonation. Learning the use of verbal and non-verbal gestures while Listening. • Give extempore with correct pronunciation, and intonation.	25	6
3	**Reading Skills**	3.1.Definition of	• Students will understand the meaning		

		Reading 3.2. Five Components of Reading Skills 3.3. Steps for Reading Skills	and importance of Reading Skills in their life. • Students will understand and reap the various benefits of Reading Skills. • Students will understand the salient features of Reading Skills • Students will learn and follow the steps of reading skills, to understand the any content.	15	6
4	**Writing Skills**	4.1. Etiquettes of Writing 4.2. Formats of an Application & E-mail 4.3. Report Writing 4.4. DiaryWriting 4.5. Product Description	• Enable learners to express their feelings, opinion and ideas while writing. • It helps to understand the type of words and phrases to be used for different situations. • Improves creative thinking skills and develops their mind. • Helps to explore a lot of information and structure grammatically correct sentences. • Enable learners to follow etiquettes during written business or official communication. • It will help to communicate more effectively with colleagues, boss, team and the society as a whole.	20	10
5	**Speaking Skills**	5.1. Group Discussions 5.2. Role Play 5.3. Presentation Skills 5.4. Daily Life Conversations	• Encourages the learner to stand confidently in front of any individual in any situation. • Encourages the learner to handle any situation easily. • Learner will know when to be persuasive and when to be candid. • Enable the learners to make his/her own market presence at the end of the semester. • Develop public speaking skills, remove stage fear, and build confidence in learners. • Will enable the learner to enhance and develop his/her analytical skills. • Effective Presentation skills will enable the learner to present his/her ideas, projects, plans, strategies and products in front of the audience.	25	6

	Total Hours	**42**
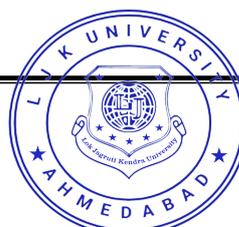
6. List of Exercises /Activities

The exercises/activitieshave been properly designed and implemented in an attempt to develop different types of skills, so that students can acquire the competencies/programme outcomes. Following is the list of exercises/activities.

Sr. No.	Exercises /Activities	Key Competency	Hours
1.	Memory Games	Basic Grammar Rules	1
2.	Memory Games	Dialogue Delivery	1
3.	Worksheets for Activity	Grammar	5
4.	Worksheets for Activity	Articles	1
5.	Crossword Puzzles	Grammar	2
6.	Speaking Activities	Speaking Skills	6
7.	Group Discussion	Speaking Skills	2
8.	Talk Shows	Listening Skills	2
9.	Speech by Renouned Personality	Listening Skills	2
10.	Newspaper Articles & other Formats used in Daily Routine	Reading Skills	2
11.	Writing Appications, Reports, E-mails and Articles	Writing Skills	2
12.	Writing Book/Documentry Review	Writing Skills	2
		Total Hours	**28**

7. Suggested Specification for Evaluation Scheme

Unit No.	Unit Name	Distribution of Topics According to Bloom's Taxonomy					
		R %	U %	App %	C %	E %	An %
1.	Induction and Grammar	20	30	30	10	0	10
2.	Listening Skills	30	30	30	0	5	5
3.	Reading Skills	30	30	20	10	5	5
4.	Writing Skills	10	10	30	30	10	10
5.	Speaking Skills	10	10	35	35	5	5

Legends: R: Remembering   U: Understanding
            App: Applying   C: Creating
            E: Evaluating   An: Analyzing

8. Textbooks

1) 'High School English Grammar'by Wren & Martin, S.Chand and Co. Ltd. (For Grammar)

9. Reference Books

1) High School English Grammar by Wren & Martin, S. Chand & Co ltd.
2) English Grammar at Glance by Gnanamurali. M, S. Chand & Co Ltd
3) Essential English Grammar by Murphy Raymond, Cambridge University Press, New Delhi. Latest Edition, 2011, ISBN-9780-0-521-67580-9
4) English Communication for Polytechnics by S. Chandrasekhar & Others, Orient Black Swan
5) Active English Dictionary, Longman
6) Writing Skills by Judith F. Olson, Goodwill's
7) The Complete Guide to Public Speaking by Jeff Davidson, Manjul Publishing House
8) Let us hear them speak by JayashreeMohanraj, Sage Publications
9) Interchange Series, Cambridge University Press
10) Objective PET, Cambridge University Press
11) English Study Book of Writing Skills, Camp Publications

10.Open Sources

1) http://www.free-english-study.com
2) http://www.english-online.org.uk/course.htm
3) http://www.english-online.org.uk/
4) http://www.talkenglish.com/
5) Langugaelabsystem.com
6) http://www.britishcouncil.in/english/learn-online
7) https://www.shopify.com/simple-ways-to-write-product-descriptions-that-sell
8) https://www.peppercontent.io/blog/importance-of-product-description/
9) https://empoweredparents.co/role-play-ideas-for-kids/
10) https://www.campedutech.com