

**VASAVI COLLEGE OF ENGINEERING (AUTONOMOUS), HYDERABAD-31**

**DEPARTMENT OF HUMANITIES AND SOCIAL SCIENCES**

**ENGLISH LANGUAGE AND COMMUNICATION (Theory)**

**Bridge Course for Lateral Entry Students**

**2025-2026 Batch-IV Semester**

L:T:P(Hrs/Week):2	SEEMarks:50	CourseCode:UB24HS410EH
Credits: nil	CIE Marks :nil	Duration of SEE: Hours: 3

<b>COURSE OBJECTIVES</b>	<b>COURSE OUTCOMES</b>
<b>The Course will enable the Learners to:</b>	<b>At the end of the course the students will be able to :</b>
1. Converse effectively in various context.	1. Use language in appropriate contexts.
2. Listen for general and specific comprehension and write paragraphs.	2. Listen for global comprehension and infer meaning from spoken discourses.
3. Understand the elements of a good paragraph	3. Write paragraphs coherently.
4. Speak appropriately in daily conversations	4. Use phrases, essential vocabulary and polite expressions in everyday conversations.

**Unit-1            1.0: Communication & Functional English (12 hours)**

- 1.1 Role and Importance of Communication, Process of Communication, Non- verbal communication, barriers to Communication, overcoming barriers. Conversational phrases: greetings, introductions, apology, compliments, agreeing and disagreeing, polite forms in everyday conversations.

**Unit 2            2.0: Listening (10 hours)**

- 2.1 Importance of Active listening and features, types of listening,

**Unit 3.            3.0: Writing (10 hours)**

- 3.1 Paragraph writing, coherence and cohesion. Transition words and phrases.

**Unit 4            4.0: Grammar and Vocabulary (12 hours)**

- 4.1 Common Errors in tenses, articles and prepositions. Vocabulary: one word substitutes, words often confused.

**Unit-5            5.0:    Reading (6 hours)**

- 5.1 Prose text 'Yesterday was beautiful' by Roald Dahl

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G. H.

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Jay Hans

*Handwritten signature*  
G. H.

**PROFESSOR & HEAD**  
Department of English  
OSMANIA UNIVERSITY  
HYDERABAD-500 007.



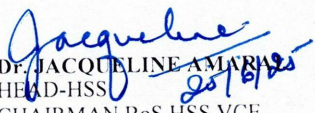
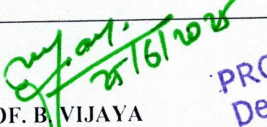
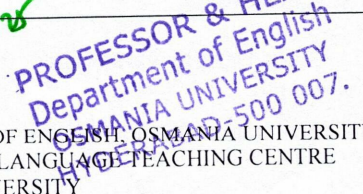
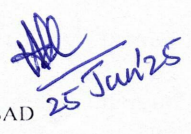


**Prescribed textbook for theory:**

- Technical communication-Principles and Practice (2nd Edition 2014)- Meenakshi Raman and Sangeeta Sharma- Oxford University Press.

**Suggested Reading**

- E. Suresh kumar, P. Sreehari and J. Savithri- Essential English
- Reading comprehension- Nuttal. J.C-Orient Black swan
- Sunitha Mishra, C. Murali Krishna- Communication Skills for Engineers, Pearson, 2004.
- M. Ashraf Rizvi - Effective Technical Communication. Tata McGrawHill, 2005.
- Allen and Waters - How English Works.
- Willis Jane - English through English.

**Signatures:**

 DR. JACQUELINE AMARA HEAD-HSS CHAIRMAN, BoS, HSS, VCE	 PROF. B. VIJAYA HEAD, DEPARTMENT OF ENGLISH, OSMANIA UNIVERSITY & DIRECTOR, ENGLISH LANGUAGE TEACHING CENTRE (ELTC), OSMANIA UNIVERSITY 
Dr. JOY ANURADHA SUBJECT EXPERT UNIVERSITY OF HYDERABAD  25 Jan 25	DR. JOY HANS CORPORATE REPRESENTATIVE 
MEMBERS OF HSS, VCE :-  Dr. G. MEENA  25/6/25  Dr. K. JHANSI RANI	MEMBERS OF HSS, VCE :-  Dr. B. SHEELA RANI SIMON  Dr. T. SUNAND EMMANUEL