

## 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

COURSE OBJECTIVES	COURSE OUTCOMES
<p><b>The Course will enable the Learners to:</b></p> <ul style="list-style-type: none"> <li>1. Converse effectively in various context.</li> <li>2. Listen for general and specific comprehension and write paragraphs.</li> <li>3. Understand the elements of a good paragraph</li> <li>4. Speak appropriately in daily conversations</li> </ul>	<p><b>At the end of the course the students will be able to :</b></p> <ul style="list-style-type: none"> <li>1. Use language in appropriate contexts.</li> <li>2. Listen for global comprehension and infer meaning from spoken discourses.</li> <li>3. Write paragraphs coherently.</li> <li>4. Use phrases, essential vocabulary and polite expressions in everyday conversations.</li> </ul>

**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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Hil

Joy Haas

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

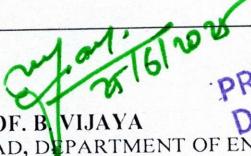
**Prescribed textbook for theory:**

- 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:**

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Dr. JOY ANURADHA SUBJECT EXPERT UNIVERSITY OF HYDERABAD  25/6/25	DR. JOY HANS CORPORATE REPRESENTATIVE  25/6/25
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