

Course Number and Name												
BEN201 - ENGLISH II												
Credits and Contact Hours												
3 & 60												
Course Coordinator's Name												
Dr. Manimozhi												
Text Books and References												
TEXT BOOK:												
1. Meenakshi Raman, Sangeetha Sharma , Technical English for Communication: Principle and Practice, O 2009.												
REFERENCE BOOKS:												
1. Sumanth , English for Engineers, Vijay Nicole , Imprints pvt ltd.2013.												
2. Meenakshi Raman and SangeethaSharma , Technical Communication Principles and Practice, Ox University Press, 2009.												
3. Sangeetha Sharma, Binodmishra , Communication skills for engineers and scientists , PHI Learning Pvt New Delhi, 2010.												
Course Description												
Students will be able to actively participate in group discussions. Students will have Telephonic Skills, Giving Directions and Information Transfer												
Prerequisites						Co-requisites						
English I						NIL						
required, elective, or selected elective (as per Table 5-1)												
Course Outcomes (COs)												
CO1	To make the students aware to different kinds of Learner-friendly modes of language to a variety of self- instructional learning (Computer based)											
CO2	To make students comprehend the habit of intelligent Reading as well as Computer- based competitive exams glob											
CO3	To achieve a reasonably good level of competency in Report Writing.											
CO4	To make the students aware to different kinds of Learner-friendly modes of language to a variety of self- instructional learning (Computer based)											
CO5	To achieve a reasonably good level of competency in group discussions											
CO6	To achieve a reasonably good level of competency in public speaking											
Student Outcomes (SOs) from Criterion 3 covered by this Course												
	COs/SOs	a	b	c	d	e	f	g	h	i	j	k
	CO1	M	L	H	L	M			H		M	L
	CO2			H	L				H		M	L
	CO3			H	L	M			H		H	L
	CO4			H	L	M			H		M	L
	CO5			H	L	M			H		M	L

	CO6			H	L	M			H		M	L	
List of Topics Covered													
UNIT I	ORIENTATION											12	
Numerical adjectives - Meanings in context - Same words used as different parts of speech -Paragraph writing - Non- verbal communication - Regular and Irregular verbs.													
UNIT II	ORAL SKILL											12	
Listening to audio cassettes - C.Ds , News bulletin - Special Lectures, Discourse - Note taking - Sentence patterns - SV, SVO, SVC, SVOC, SVOCA - and Giving Instructions - Reading Comprehension answering questions. Inferring meaning.													
UNIT III	THINKING SKILL											12	
Self- introduction describing –Group Discussion – Debate –Role play- Telephone- Things- etiquette-Recommendation and Sequencing jumbled sentences to make a suggestions-paragraph-advertisement and notice, Designing or drafting posters, writing formal and informal invitations and replies.													
UNIT IV	WRITING SKILL											12	
Definitions - Compound nouns - Abbreviations and acronyms – (a) business or official letters(for making enquiries, registering complaints, asking for and giving information, placing orders and sending replies): (b) Letters to the editor (giving suggestions on an issue) .													
UNIT V	FORMAL INFORMATION											12	
Editing – Prepositions - Articles - Permission letter for undergoing practical training , Essay writing - Application for a job , letter to the principal authorities regarding admissions, other issues, requirement or suitability of course etc.													