



# Bharath Institute of Higher Education and Research

Declared Under Section 3 of UGC Act, 1956 Chennai 600073.

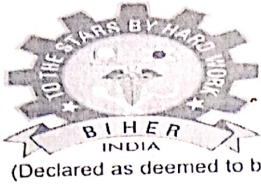
## DOCUMENTS SUBMISSION FORM

Date of Submission	15.11.2021
Type of Documents	Value Added Course
Description	Advanced Grammar and Punctuation
Enclosures	a) Permission Letter
	b) Circular
	c) List of Participants
	d) Lesson plan
	e) Photos
	f) Certificate
	g) Feedback form
No. of Pages	12
Submitted By	Name : Mrs. Annie Christy
	Designation: Assistant Professor
	Department: English
	Signature: <i>A. Annie</i>

### For Office Use Only

Verified By:		Sign:	Date:
Uploaded By:		Sign:	Date:
File Name:			

Director  
IQAC-BIHER



# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F 9-5/2000-U 3)

Ref: VAC21/ARTS/2021/01/21

## PERMISSION LETTER

15/10/2021  
Chennai

From

Mrs. Annie Christy  
Assistant Professor,  
School of Arts, Faculty of Arts and Science  
Bharath Institute of Higher Education and Research  
Chennai

To

Dr. K. Saraswathy  
Assistant Professor & Head,  
School of Arts, Faculty of Arts and Science  
Bharath Institute of Higher Education and Research  
Chennai

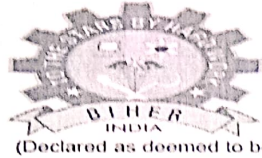
Respected Sir

**Sub:** Permission to conduct Value Course – reg.

I wish to inform you that, as it is decided to conduct the Value added courses to supplement the curriculum to make students better prepared to meet the society as well as develop their own interests and aptitudes. This course is open for UG students from the School of Arts in Association with Raj Academy. I request you to grant permission to conduct the Value added Course “Advanced Grammar and Punctuation” on 21.10.2021 to 11.11.2021.

Thanking you

*K. Saraswathy*  
HOD/ English



# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No F 9-5/2000-U 3)

Ref: VAC21/ARTS/2021/01/2119.10.2021

## CIRCULAR

The Department of English, School of Arts plans to conduct a Value added Course on "Advanced Grammar and Punctuation" for the UG and PG English students. The course starts from 21.10.2021 to 11.11.2021 with a duration of 30 hrs.

**Eligibility:** Course is open for UG and PG English students.

**Registration:** Registration form is available in the University website

**Contact:**

Dr. K. Saraswathy  
Assistant Professor & Head,  
School of Arts, Faculty of Arts and Science  
Bharath Institute of Higher Education and Research  
Email id: [saraswathykangeyan6@gmail.com](mailto:saraswathykangeyan6@gmail.com)

*K. Saraswathy*  
15/10/21  
HOD/English



# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F.9-5/2000-U.3)

## DEPARTMENT OF ENGLISH

### STUDENTS NAME LIST

#### “Advanced Grammar and Punctuation”

S. No	Reg. No.	Student Name
1	U19BE001	CHENNEL NESAN C R
2	U19BE002	ESTHERRANI R
3	U19BE003	GOPINATH V
4	U19BE004	VIJAY MATHEW K
5	U19BE005	KARTHIK M
6	U19BE006	MANI
7	U19BE007	PRINCY P
8	U19BE008	DHIVYA R
9	U19BE009	MD. SHOAIB AKHTAR
10	U19BE010	FREDRICK CLEMENT RAJ F
11	U19BE011	MANDY C. HMINGTHANSANGI
12	U19BE012	MITHIRAN R
13	U19BE013	AMARNATH A
14	U19BE014	GARY VL. MALSAWMZUALA RALTE
15	U19BE015	DIXON S. VAHROPHA
16	U19BE016	SUDHAKAR S
17	U19BE017	SWETHA A
18	U19BE018	E SANDHYA
19	U19BE019	SHALINI A
20	U19BE020	FARHANA BEGUM R
21	U19BE021	MOORTHI C
22	U19BE022	JOHN B CONALLY ZORAMTHANGA
23	U19BE023	VETRISELVAN E
24	U19BE024	VAISHNAVI DEVI K
25	U19BE025	BALASUBRAMANIAN M
26	U19BE026	ARASUTAMIZHVANAN S
27	U19BE027	TAMILVENDHAN S
28	U19BE028	GANESH V
29	U19BE029	SURIYA D
30	U19BE030	PAVITHRA V
31	U19BE031	ANANDHI M
32	U19BE032	KASI T
33	U19BE033	VINITHA V
34	U19BF034	IOTHI MFENA S

36	U18BE002	KAVIN LOUIS S
37	U18BE003	SAURAV BANSLA
38	U18BE004	VIGNESH B
39	U18BE005	SOWMIYA M
40	U18BE006	INBARASAN C
41	U18BE007	DINESHKUMAR P G
42	U18BE008	UMARANI K
43	U18BE009	DHINESH V
44	U18BE010	PRIYANKA G
45	U18BE011	SUNITA HANS



# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F.9-5/2000-U.3)

**Bharath Institute of Higher Education & Research**  
**School of Arts**  
**Department of English**  
**Lesson Plan**

**Value Added Course: "Advanced Grammar and Punctuation"**

**Course Duration:30 Hrs**

**Name of the Lecturer: Ms. Annie Christy**

S.No	Date	Topic	Time	Hour
1	21.10.2021	Transformation of nouns to verbs, adjectives, adverbssynonyms, antonyms	2.00-3.00p.m	2
2	22.10.2021	Root words (free and bound stems) 4. Affixes - prefixes, suffixes (derivational and inflectional) 5.	10.00-12.00p.m	2
3	25.10.2021	Modifiers & heads in phrases 2. 3.	2.00-4.00p.m	2
4	26.10.2021	Clauses with subordination and co-ordination, Adverbial clauses	10.00-12.00p.m	2
5	27.10.2021	Conditionals	2.00-4.00p.m	2
6	28.10.2021	Common grammatical errors; collocation errors	10.00-12.00p.m	2
7	29.10.2021	Importance of punctuation	10.00-12.00p.m	2
8	01.11.2021	Subject - verb concord, errors in word order 4.	10.00-12.00p.m	2
9	02.11.2021	Homonyms, homophone	10.00-12.00p.m	2
10	03.11.2021	Usage of idioms	2.00-4.00p.m	2
11	04.11.2021	Usage of phrasal verbs	2.00-4.00p.m	2
12	05.11.2021	Usage of sentence adverbials	2.00-3.00p.m	2
13	09.11.2021	Usage of markers of cohesion and linkers	10.00-12.00p.m	2
14	10.11.2021	Usage of logical tools to organize information such as general statement, specific statement, listing, classification, exemplification, comparison and contrast, cause and effect, process, analysis, amplification, case studies, statistical data and argumentation.	09.00-11.00am	2
15	11.11.2021	Usage of language and gender-sensitivity	10.00-12.00p.m	2



# Sharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F 9-5/2000-U 3)

## SCHOOL OF ARTS





# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F.9-5/2000-U.3)



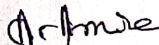
# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

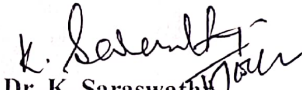
(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No.F.9-5/2000-U.3)

## CERTIFICATE OF PARTICIPATION

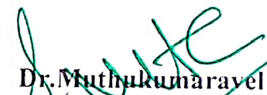
This is to certify that **VIJAY MATHEW K** has participated in the courses on Value Added course on "Advanced Grammar and Punctuation", conducted by the School of Arts, BIHER from 21.10.2021 to 11.11.2021.

  
Mrs.A.Annie Christy

Course Co Coordinator

  
Dr. K. Saraswathy

Convener

  
Dr. Muthukumaravel

Dean- Arts & Science





**Bharath**  
INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act, 1956, vide notification No F. 9-5/2000-U-3)

**SCHOOL OF ARTS**

**Course Feedback form**

**Value Added Course**

Date: 21.10.2021

Course Title: Advanced Grammar and Punctuation

Name: GANESH.V

RegNo: U19BE028

Department: ENGLISH

S.No	Particulars	1	2	3	4	5
(1. Very Unsatisfied 2. Unsatisfied 3. Neutral 4. Satisfied 5. Very Satisfied)						
1.	Objectives of the course clear to you				✓	✓
2.	Course contents met with your expectations					✓
3.	Lecture sequence was well planned					✓
4.	Lectures were clear and easy to understand			✓	✓	
5.	Teaching aids were effective				✓	
6.	Instructors encourage interaction and were helpful			✓		
7.	The level of the course			✓		✓
(1. Very poor 2. Poor 3. Average 4. Good 5. Excellent)						
8.	Overall rating of the course:	1	2	3	4	5

Please give Suggestion for the improvement of the course:

V. Ganeshy  
Signature



# Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No F.9-5/2000-U 3)

## SCHOOL OF ARTS

### Course Feedback form

### Value Added Course

Date: 22.10.2021

Course Title: Advanced Grammar and Punctuation

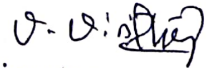
Name: VINITHA, V

RegNo: U19BE033

Department: ENGLISH

S.No	Particulars	1	2	3	4	5
(2. Very Unsatisfied 2. Unsatisfied 3. Neutral 4. Satisfied 5. Very Satisfied)						
1.	Objectives of the course clear to you			/		
2.	Course contents met with your expectations			/		
3.	Lecture sequence was well planned				/	
4.	Lectures were clear and easy to understand				/	
5.	Teaching aids were effective				/	/
6.	Instructors encourage interaction and were helpful					/
7.	The level of the course					/
(2. Very poor 2. Poor 3. Average 4. Good 5. Excellent)						
8.	Overall rating of the course:	1	2	3	4	5

Please give Suggestion for the improvement of the course:

  
Signature



**Bharath**  
INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as deemed to be university under section 3 of UGC Act 1956, vide notification No F 9-5/2000-U 3)

## DEPARTMENT OF ENGLISH

**Topic: Advanced Grammar and Punctuation**

**Type of Course: Value added Course**

School of Arts

Pre-Requisites: BA English

Course Duration: 30 hours

Intended audience: English Literature students

Coordinator: Ms. Annie Christy.

### Course Description:

This specialization follows our Learn English: Intermediate Grammar specialization and includes more advanced grammar concepts such as noun clauses and conditionals. You'll also learn how to blend verb tenses effectively and how to punctuate sentences correctly. This specialization is useful for non-native English speakers who want to improve their fluency or native speakers who want to improve their accuracy in using English for academic or professional purposes.

### Course Objectives:

It has been observed that many of our student-learners lack a good command over the English language which has been, for quite some time, not just an international language of communication, but also the most dominant language of the huge variety of social media platforms.

- To give guidelines to student-learners on Advanced English Grammar
- To help learners improve their vocabulary and express themselves better in the English language
- To assess their understanding of the course through a variety of testing methods
- To equip the learners to better their prospects in the competitive world of jobs

Why has there been traditionally a scarcity of female authors? What is the position of women writers in the canon, in academia, or the literary market, is this position changing, and what are the main catalysts of these changes?

Finally, a small portion of the course will also include short creative writing exercises focused on seeking creative and individual, besides merely theoretical, answers to the questions above.

### **Learning Outcomes:**

After the completion of the course, students will be equipped

- To improve their linguistic skills in English
- To be confident in expressing themselves in English
- To have better job opportunities
- To be able to increase their vocabulary.
- To be able to use fairly complex grammatical structures correctly