



C. U. SHAH UNIVERSITY, WADHWAN CITY.

Faculty of: Arts & Humanities

COURSE: Bachelor of Arts (History)

SEMESTER: I

SUBJECT CODE: AEC201-1C

SUBJECT NAME: English and Communication Skills-I

Teaching & Evaluation Scheme:-

Sr. No	Category	Subject Code	Subject Name	Teaching hours/ Week			Credit hours	Credit Points	Evaluation Scheme/ Semester								
				Th	Tu	Pr			Theory				Tutorial / Practical				Total
									Continuous and Comprehensive Evaluation		End Semester Exams		Internal Assessment		End Semester Exams		
									Marks	Marks	Marks	Duration	Marks	Duration	Marks	Duration	
5	AEC	AEC201-1C	ENGLISH & COMMUNICATION SKILLS-I	2	--	--	2	2	15 05 05	Test Assignment Attendance	25	1	--	--	--	--	50

Objectives:

- 1.To improve the communicative ability.
2. To enhance the general conversational skills in different socio-cultural contexts.

Sr. No.	Course Contents	Lectures
1	Parts of Speech Nouns, Pronouns, verbs, adverbs, adjectives, prepositions, conjunctions, interjections	6

2	Auxiliaries Simple Auxiliaries & Modal Auxiliaries	4
3	Determiners Articles & Quantifiers	5
4	Tenses Past, Present, Future	8
5	Communication Skills Meaning and process of communication Types of Communication (Verbal and Non Verbal Communication)	7
	Total	30

Outcomes:

- Provide participants with a thorough overview of the communication process.
- Offer suggestions for improving listening skills. Suggest language for communicating difficult or controversial information.
- Outline steps for crafting clear and courteous email messages.

Arrangement of lectures duration and practical session as per defined credit numbers:

Units	Lecture Duration (In Hrs.)		Calculation of Credits (In Numbers)		Total Lecture Duration	Credit Calculation
	Theory	Practical	Theory	Practical	Theory+ Practical	Theory+ Practical
Unit – 1	06	00	2	0	06	2
Unit – 2	04	00			04	
Unit – 3	05	00			05	
Unit – 4	08	00			08	
Unit – 5	07	00			07	
Total	30	00	2	0	30	2

Evaluation:

Theory Marks	Practical Marks	Total Marks
50	00	50

REFERENCE BOOKS:

1. A High School English Grammar, Wrenn & Martin, S. Chand Publications
2. An Intermediate English Grammar, Raymond Murphy, Cambridge University Press
3. Technical Communication : Principles and Practice, Meenaxi Raman and Sangeeta Sharma, Oxford Press

NPTEL COURSE (<https://nptel.ac.in/>):

1. Communication Skills by Dr. T. Ravichandran
Course Link: <https://nptel.ac.in/courses/109104030>