

All UG Semester- I

Elementary English (AECC)

Marks: 100

Credits: 4

Lecture: 45

Tutorials: 15

Unit - I:

(Lectures 15)

1. Basic Vocabulary in Daily Use
2. Parts of Speech

Unit – II:

(Lectures 10)

1. Importance of Communication
2. Types of Communication
3. Barriers of Communication

Unit – III:

(Lectures 10)

1. Presentation Skills :- Oral , Written and PPT
2. Interviews
3. Group Discussions

Unit – IV:

(Lectures 10)

1. Practice in Translation (Hindi to English & English to Hindi)
2. Letter Writing:-Formal and Informal

7/7

10/10

All UG Semester- II
Elementary English (AECC)

Marks: 100

Credits: 4

Lecture: 45

Tutorials: 15

(Lectures 15)

Unit - I:

1. Tenses
2. Bio data/CV/Resume

(Lectures 10)

Unit - II:

1. Dialogue Writing
2. Essay Writing

(Lectures 10)

Unit - III:

1. Improving Listening Skills
2. Academic Listening

(Lectures 10)

Unit - IV:

1. Styles of Reading (Scanning, Skimming)
2. Intensive & Extensive Reading

11

11/11