

North East Institute of Social Sciences and Research

(NEISSR)

Paper: BSW-101

Title: Communicative English

Semester Teaching Plan

Official Address: 7th Mile, Chümoukedima, Nagaland – 797103

Teaching Plan

- Grammar and Usages
- Writing Skills and Documentation
- Teaching and Evaluation
- Class Schedule and Reading

Course Summary

Paper Number: BSW-101

Paper Title: Grammar and Usages

Semester & Year: First Semester, 2023

Instructors: Sr. Resmy

Class Hours: 01:10 pm to 02:10 pm (1 Hr)

Course Description: The course on grammar and usages, writing skills, documentation and research skills will enable the students to empower themselves with good command on English language and its usage. not only in studies but also in the daily life hereafter. The course is designed to help students to have a better understanding of the functions of the parts of speech which in turn will help them to express their ideas well both in writing and speaking.

Course Objectives:

- Helping students to develop interest on research
- Enabling students to have wide knowledge on one particular topic
- It will improve their language power

Teaching Methods: Lecture, Lecture with Discussion, Recapitulation, Presentation, Teach Back Session, Group Discussion, Question and Answer Session, Buddy System, Brainstorming, Debate, Book Review, Motivational Talk, Mock Interview etc.

Class Participation: Recapitulation, Presentation, teach back session, group discussion, Question and answer session, buddy system, brainstorming, debate, motivational talk and Mock interview, etc.

Assignments and Evaluation: The criterion for evaluation of the course is as follow

- | | |
|---------------------------------------|-----------------|
| • University Examination (External) | 70 Marks |
| • Internal Assessment | 30 Marks |
| 1. Written Internal Test | 20 Marks |
| 2. Assignment | 05 Marks |
| 3. Class Participation and attendance | 05 Marks |
| | Total 100 Marks |

FACE SHEET/COVER PAGE OF THE ASSIGNMENT

Name of the student:

Semester and year: First, 2023

Paper No.: BSW-101

Paper Title: Communicative English

Category of assignment: Individual

Types of Assignment:

1. Grammar exercises
2. Documentation
3. Writing Skills

Title of the Assignment:

Name of the Course Teacher:

Date of Submission _____

CLASS SCHEDULE AND READINGS

August

(UNIT 1)

- Verbs, Auxiliaries and Modals, Infinitive and Participle, Adverbs, Subject Verb Agreement
- Person and Number,
- Tenses
- Transformation of Sentences
- Adjective - Possessive and Definite

(UNIT 2)

- Paragraph Writing
- Paraphrasing
- Journalistic Report Writing
- Formal Report Writing

September

(Unit 3)

- Importance of Documentation
- Types of Records
- Types of Recording
- Types of Documentation
- Filing and Storage

October

(Unit 4)

- Scholarly Writing
- Book Review & Content Analysis
- Recording & Transcribing
- Bibliography/Referencing

(Unit- 5)

- Practical Oratorical Speech
- Motivational Speech
- Debate Speech
- Mock Interview

November

- Revision
- Discussion on selected topics according to the suggestion of the students
- Evaluation and Feedback

SUGGESTED READING LIST

- CA Shepherd & David Reid Thomas (1997) Grammar and Composition, Orient Longman.
- Das Bikram K (2010) Functional Grammar, written and spoken
- Daniel SP (2010) English and soft skills; Hyderabad: Orient Black Swan, History of English Literature
- G C Thornley Gwyneth Roberts 'An outline of English Literature'
- Geetha Nagaraj (2009) Write to communicate