



**NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR**  
(An Autonomous Institute of National Importance Established by the Act of Parliament)  
**Department of Humanities, Social Sciences, and Management**  
Tel: +91-194-2422032    Extn: 3302    Email: hodhss@nitsri.ac.in

**Course Title:** Advanced English and Communication Skills

**Course Code:** HUT101

**Credits: 3, Marks:** 100

**Program/Semester:** BTech (Semester 2, All Branches)

L	T	P	C
3	0	0	3

**Course Description:** Prescribed compulsorily for all branches of BTech (Semester 2), the course is designed to inculcate advanced English communication skills in the undergraduate students complementing thus the course 'Basic English and Communication Skills' taught in the first semester. Apart from dealing with some important components of vocabulary and grammar, the course offers lessons in critical reading, technical writing, and interpersonal skills. While the advanced reading and writing sections prepare the students to refine their verbal competency, the last section on personality skills makes them hone their non-verbal communication as well. To attain the outcomes of the course and fulfil the professional requirements of the engineering students, the pedagogical focus remains on active and interactive peer-based learning via the classroom exercises and tasks from the textbook and beyond.

**Course Objectives (COBs):** The course intends to help the students to

**COB1:** Improve the vocabulary and grammar skills.

**COB2:** Cultivate advanced and critical reading comprehension.

**COB3:** Get acquainted with format and structure of the technical writing.

**COB4:** Develop the verbal and non-verbal personality skills.

**Course Outcomes (COs):** Upon the completion of this course, the students will be able to

**CO1:** Employ the vocabulary and grammatical aspects correctly in English communication (BTL 3).

**CO2:** Analyze the selected texts using the critical reading strategies effectively (BTL 4).

**CO3:** Compose persuasive technical writing for academic and professional purposes (BTL 6).

**CO4:** Exhibit impressive verbal and non-verbal interpersonal communication required for workplace environment (BTL 6).

## **Contents**

### **Unit 1 Vocabulary and Grammar (10 Hours)**

Abbreviations and Acronyms [Textbook Pages 88-89]

Words from Foreign Languages and Technical Fields [Textbook Pages 108-112 and 130-133]

Noun-Pronoun Agreement, Subject-Verb Agreement [Textbook Pages 35-39 and 114-115]

Tenses, Misplaced Modifiers [Textbook Pages 62-71 and 113-115]

### **Unit 2 Critical Reading (11 Hours)**

Techniques of Effective Reading [Textbook Pages 15-16]

Intensive and Extensive Reading [Textbook Pages 96-97]

Practising Reading Comprehension [Textbook Pages 52-57, 85-88, 106-108, and 116-119]

Reading Non-Prescribed Passages/Texts

### **Unit 3 Technical Writing (10 Hours)**

Formal Letters [Textbook Pages 43-48] and Email Writing

Job Application and Résumé Writing [Textbook Pages 48-51]

Précis Writing [Textbook Pages 102-105]

Report Writing [Textbook Pages 120-126]

### **Unit 4 Interpersonal Skills (11 Hours)**

Non-Verbal Communication

Listening and Its Types

Debate and Group Discussion

Job Interviews

## **Prescribed Readings**

1. N P Sudharshana and C Savitha, *English for Engineers*, Cambridge, 2018.
2. [learnenglish.britishcouncil.org/business-english/english-emails](http://learnenglish.britishcouncil.org/business-english/english-emails) [For Unit 3, Email Writing]
3. [www.skillsyouneed.com/](http://www.skillsyouneed.com/) [For Unit 4]