

## Syllabus

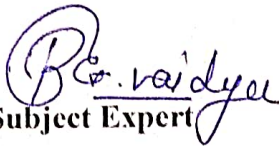
Unit No	Topic	Content
<b>Unit -1 Grammar (Duration- 05 Hours)</b>	A] Parts Of Speech	<ul style="list-style-type: none"> <li>➤ Noun</li> <li>➤ Pronoun</li> <li>➤ Adjective</li> <li>➤ Verb</li> <li>➤ Adverb</li> <li>➤ Preposition</li> <li>➤ Conjunction</li> <li>➤ Interjection</li> </ul>
	B] Articles	
	C] Tenses	<ul style="list-style-type: none"> <li>➤ Past</li> <li>➤ Present</li> <li>➤ Future</li> </ul>
	D] Types of Sentences	<ul style="list-style-type: none"> <li>➤ Declarative</li> <li>➤ Exclamatory</li> <li>➤ Imperative</li> <li>➤ Interrogatory</li> </ul>
	E] Auxiliaries:	<ul style="list-style-type: none"> <li>➤ Primary</li> <li>➤ Modal</li> </ul>
<b>Unit – 2 Spelling and Pronunciation (3 Hours)</b>	Phonetics	<ul style="list-style-type: none"> <li>➤ Vowels and Consonant Sounds</li> <li>➤ Stress in Connected Speech</li> </ul>
<b>Unit – 3 Vocabulary (3 Hours)</b>	Morphology and Semantics	<ul style="list-style-type: none"> <li>➤ Synonyms and Antonyms</li> <li>➤ One Word Substitution</li> <li>➤ Idioms</li> </ul>
<b>Unit- 4 Reading Comprehension (4 Hours)</b>	Reading Skill	<ul style="list-style-type: none"> <li>➤ News Paper Reading</li> <li>➤ Magazines</li> <li>➤ Articles</li> <li>➤ Books</li> </ul>
<b>Unit- 5 Improving Writing Skills (5 Hours)</b>	Writing Skill	<ul style="list-style-type: none"> <li>➤ Letter Writing</li> <li>➤ Resume Writing</li> <li>➤ Paragraph Writing</li> </ul>
<b>Unit- 6 Comprehension While Interacting Face To Face (5Hours)</b>	Communication Skills	<ul style="list-style-type: none"> <li>➤ Greetings</li> <li>➤ Requesting</li> <li>➤ Complaining</li> <li>➤ Seeking Permission</li> <li>➤ Asking Information</li> </ul>
<b>Unit- 7 Presentation (5 Hours )</b>	Presentation Skill	<ul style="list-style-type: none"> <li>➤ Delivering A Speech</li> <li>➤ PPT</li> <li>➤ GD &amp; Interview</li> </ul>






## Reference Books:

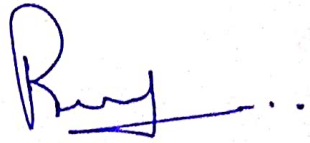
- A Dictionary of Advanced English by Martin H. Manser
- High School English Grammar and Composition - Regular Edition by Wren & Martin
- English Grammar in Use by Raymond Murphy
- World Power Made Easy by Norman Lewis
- English Grammar in Use by Raymond Murphy
- English Vocabulary in Use by Michael McCarthy and Felicity O'Dell
- English Collocations in Use by Michael McCarthy and Felicity O'Dell
- Practical English Usage by Michael Swan
- Advanced Grammar in Use by Martin Hewings
- English Idioms in Use by Michael McCarthy and Felicity O'Dell
- English for Everyone: English Grammar Guide
- Cambridge English Skills: Real Listening and Speaking" by Miles Craven

  
Subject Expert

  
Course Coordinator

  
Courses Coordinator

  
HoD & IQAC Coordinator  
PMT's ACSC  
Shevgaon

  
Principal  
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