**English Syllabus-Semester-I**

English Praxis

**Learning Outcomes** Course-I

**A Course in Communication and Soft Skills**

***By the end of the course the learner will be able to :***

* Use grammar effectively in writing and speaking.
* Demonstrate the use of good vocabulary
* Demonstrate an understating of writing skills
* Acquire ability to use Soft Skills in professional and daily life.
* Confidently use the tools of communication skills

**I. UNIT: Listening Skills**

i. Importance of Listening

ii. Types of Listening

iii. Barriers to Listening

iv. Effective Listening

**II. UNIT: Speaking Skills**

a. Sounds of English: Vowels and Consonants

b. Word Accent

c. Intonation

**III. UNIT: Grammar**

a) Concord

b) Modals

c) Tenses (Present/Past/Future)

d) Articles

e) Prepositions

f) Question Tags

g) Sentence Transformation (Voice, Reported Speech & Degrees of Comparison)

h) Error Correction

**IV. UNIT: Writing**

i. Punctuation

ii. Spelling

iii. Paragraph Writing

**V. UNIT: Soft Skills**

a. SWOC

b. Attitude

c. Emotional Intelligence

d. Telephone Etiquette

e. Interpersonal Skills