

B.P.PODDAR INSTITUTE OF MANAGEMENT & TECHNOLOGY

DEPARTMENT OF INFORMATION TECHNOLOGY

COURSE PLAN

Regulation –2024-25

Course/Branch	:	Electronics & Communication Engineering	Total no. of hours given in syllabus:		
Subject Code	:	HM-HU201	Lecture	:	26
Subject Title	:	ENGLISH	Tutorials	:	-
Year/Semester/Sec	:	I Year/ II Semester/B	Practical	:	19
Faculty Name	:	Dr. Dolon Champa Das	TOTAL	:	45

Course Objectives

1. **To develop an understanding of vocabulary-building strategies** through word formation, use of prefixes/suffixes, synonyms, antonyms, and abbreviations, enabling students to comprehend and use technical and general English effectively.
2. **To introduce the fundamentals of English grammar and sentence construction** to help students explain sentence types, transform structures, and ensure logical flow and coherence in writing.
3. **To sensitize students to common grammatical and stylistic errors** in English writing and guide them in avoiding issues such as subject-verb disagreement, redundant expressions, and misplaced modifiers.
4. **To train students in various writing techniques and formats** such as describing, defining, and classifying content effectively, while ensuring logical organization and flow in paragraphs and documents.
5. **To equip students with practical communication skills for real-world applications** such as comprehension, précis, essays, emails, cover letters, and resumes, enhancing their ability to solve communication tasks in academic and professional environments.

Over all Plan:

Module		I	II	III	IV	V
Total No. of Hours	Proposed (To be filled at the Beginning of the semester based the No. of Hours allotted in the Time table)	4	5	3	4	10
	Actual (To be filled at the end of each unit)	4	5	3	4	10

	Reason for deviation (To be filled at the end of each unit)	-	-	-	-	-
	Signature of Faculty (To be filled at the end of each unit)					
	Signature of HoD (To be filled at the end of each unit)					

MODULE-WISE PLAN

S. No.	Topics	Planned Date	No. of Hours	Executed Date	Text/Ref Books	Teaching Pedagogy
1	Process of Word Formation	6.2.25	1	Same as planned date	T1: Ch 8; R1: Ch 1	PPT, Chalk & Talk, Worksheets
2	Prefixes and Suffixes	15.2.25	1	Same as planned date	T1: Ch 8; R1: Ch 3	PPT, Chalk & Talk, Worksheets
3	Synonyms and Antonyms	15.2.25	1	Same as planned date	T1: Ch 8; R1: Ch 1	PPT, Chalk & Talk, Worksheets
4	Acronyms and Abbreviations	20.2.25	1	Same as planned date	T1: Ch 8; R1: Ch 1	PPT, Chalk & Talk, Worksheets
5	Sentence Structures & Rules	25.2.25	1	Same as planned date	T1: Ch 3; R1: Ch 4	PPT, Chalk & Talk, Worksheets
6	Sentence Transformation	25.2.25	1	Same as planned date	T1: Ch 3; R1: Ch 4	PPT, Chalk & Talk, Worksheets
7	Coherence & Logical Flow	28.2.25	1	Same as planned date	T1: Ch 20; R1: Ch 7; R2: Ch 2	PPT, Chalk & Talk, Worksheets
8	Subject-Verb and Noun-Pronoun Agreement	24.4.25	1	Same as planned date	T1: Ch 3; R1: Ch 6	Chalk & Talk, Worksheets
9	Misplaced Modifiers	18.2.25	1	Same as planned date	R1: Ch 6	Chalk & Talk, Worksheets
10	Redundancies & Clichés	18.2.25	1	Same as planned date	R1: Ch 6	Chalk & Talk, Worksheets
11	Articles and Prepositions	4.3.25	1	Same as planned date	T1: Ch 2; R1: Ch 6	Chalk & Talk, Worksheets
12	Sentence structure & style, Use of phrases & clauses in sentences	6.3.25	1	Same as planned date	R1: Ch 7	PPT, Chalk & Talk, Worksheets

13	Classification & Examples	6.3.25	1	Same as planned date	R1: Ch 7	PPT, Chalk & Talk, Worksheets
14	Introduction & Conclusion – Part 1	11.3.25	1	Same as planned date	R1: Ch 7	PPT, Chalk & Talk, Worksheets
15	Introduction & Conclusion – Part 2	13.3.25	1	Same as planned date	R1: Ch 7	PPT, Chalk & Talk, Worksheets
16	Practice session	13.3.25	1	Same as planned date	R1: Ch 7	PPT, Chalk & Talk, Worksheets
17	Reading Comprehension	11.2.25	1	Same as planned date	T1: Ch 19; R1: Ch 8	Chalk & Talk, Worksheets
18	Precis Writing – Theory	11.2.25	1	Same as planned date	T1: Ch 19; R1: Ch 8	Chalk & Talk, Worksheets
19	Precis Writing – Practice	25.3.25	1	Same as planned date	T1: Ch 19; R1: Ch 8	Chalk & Talk, Worksheets
20	Essay Writing – Theory	17.4.25	1	Same as planned date	T1: Ch 21; R1: Ch 8	Chalk & Talk, Worksheets
21	Essay Writing – Practice	17.4.25	1	Same as planned date	T1: Ch 21; R1: Ch 8	Chalk & Talk, Worksheets
22	Business Letter Writing – Format	3.4.25	1	Same as planned date	T1: Ch 22	Chalk & Talk, Worksheets
23	Business Letter – Practice	3.4.25	1	Same as planned date	T1: Ch 22	Chalk & Talk, Worksheets
24	Cover Letter Writing	8.4.25	1	Same as planned date	T1: Ch 22	Chalk & Talk, Worksheets
25	Resume / CV Writing	22.4.25	1	Same as planned date	T1: Ch 22	Chalk & Talk, Worksheets
26	Resume / CV Writing	22.4.25	1	Same as planned date	T1: Ch 22	Chalk & Talk, Worksheets

MODULE OUTCOME

At the end of this unit, students will be able to:

- Students will be able to apply foundational language skills—listening, speaking, reading, and writing—for effective academic, professional, and interpersonal

CO1	-	-	-	-	-	-	-	-	1	3	-	2	-	-
CO2	-	-	-	-	-	-	-	-	1	3	-	2	-	1
CO3	-	-	-	-	-	-	-	-	1	3	-	2	-	1
CO4	-	-	-	-	-	-	-	-	1	3	-	2	-	1
CO5	-	-	-	-	-	-	-	-	1	3	-	2	-	1
CO	-	-	-	-	-	-	-	-	1	3	-	2	-	1

Prepared By: Dr. Dolon Champa Das

Approved By: Dr. Rupa Pal